



AGENDA

Ordinary Council Meeting Wednesday, 28 April 2021

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

Date: Wednesday, 28 April 2021

Time: 9.00am

**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 DEPUTATION - GAVIN HANSEN - MURGON TO PROSTON RAIL CORRIDOR

File Number: 28-04-2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Deputation by Gavin Hansen

SUMMARY

Gavin Hansen will be attending to address the issue of the Murgon to Proston Rail Corridor.

BACKGROUND

Nil

ATTACHMENTS

Nil

6.2 FORWARDING PETITION REQUESTING THAT COUNCILLOR SCOTT HENSCHEN BE REMOVED FROM HIS POSITION AS THE DIVISION 6 COUNCILLOR EFFECTIVE IMMEDIATELY

File Number: 28-04-2021
Author: Executive Assistant
Authoriser: Chief Executive Officer

PRECIS

Forwarding petition requesting that Councillor Scott Henschen be removed from his position as the Division 6 Councillor effective immediately.

SUMMARY

A petition has been received requesting that Councillor Scott Henschen be removed from his position as the Division 6 Councillor effective immediately. The petition was forwarded in the same email to the Office of the Independent Assessor and to South Burnett Regional Council.

OFFICER'S RECOMMENDATION

That the Petition not be received as it is deemed invalid.

BACKGROUND

At the time of receipt of the petition it was claimed that the petition has been signed by 1620 signatures. Supplied with the petition were a list of names with dates next to them and a range of online commentary. The petition page canvassed several issues that have previously been dealt with through referral of complaints to the Office of the Independent Assessor or other appropriate authorities.

It is recommended that Council does not receive the petition as it is invalid. It is invalid because it does not comply with Council's adopted Conduct of Council Meeting and Committees Policy section 3.12. Petitions, in particular 3.12.2 (c) and (d): -

3.12.2 Any petition presented to a meeting of the Council will be:

- (a) in legible writing or typewritten and contain a minimum of ten (10) signatures
- (b) include the name and contact details of the Principal Petitioner (i.e., one person who is the organiser and who will act as the key contact for the issue)
- (c) *include the postcode of all petitioners, and*
- (d) *have the details of the specific request/matter appear on each page of the petition.*

The petition is merely a list of names and dates with no other discernible features

In any event, even if the petition were to be received, it is simply beyond Council's legal capacity to receive and or action the request. A councillor is not able to be dismissed by petition. There is no provision in the *Local Government Act 2009* that empowers Council to take any form of lawful action to "dismiss" a councillor – the petition is simply beyond Council's legal capacity to action.

Given the petition has been also sent to an external agency for assessment, this agency is best place to deal with the matter.

ATTACHMENTS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 MARCH 2021

File Number: 28-04-2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Council Meeting held on 24 March 2021 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 24 March 2021**



MINUTES

**Ordinary Council Meeting
Wednesday, 24 March 2021**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 24 MARCH 2021 AT 9.00AM**

PRESENT:**Councillors:**

Cr Brett Otto (Mayor), Cr Gavin Jones (Deputy Mayor), Cr Kathy Duff, Cr Danita Potter, Cr Kirstie Schumacher, Cr Scott Henschen

Council Officers:

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

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES**MOTION**

RESOLUTION 2021/289

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That Cr Frohloff be granted leave of absence from the meeting.

CARRIED 6/0

3 PRAYERS

A representative of Barambah Ministers Association, Pastor Chris Downes offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

DEPUTATIONS/PETITIONS**6.1 DEPUTATION - SOUTH BURNETT RAIL TRAIL USERS ASSOCIATION**

Jason Wyeth and Craig and Claire Kapernick of the South Burnett Rail Trail Users Association addressed the Council in relation to the issue of the Hivesville to Proston Rail Trail. The deputation requested In Principle support for the proposal.

5 DECLARATION OF INTEREST

I, Cr Danita Potter inform this meeting that I have a declarable conflict of interest in relation to Item **18.3 – Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation.**

The nature of my declarable conflict of interest is as follows:

- The complainant in relation to the investigation the subject of this item of business is a participant in a petition to the Minister for Local Government, for an investigation into, and dismissal of, myself and Councillors Jones, Frohloff and Henschen.
- The contents of the petition are now with the Office of the Independent Assessor for consideration.
- Given these actions of the complainant, it may be perceived that I might have a conflict between my personal interests and the public interest that could inappropriately influence the way I might vote on this matter.

Having regard to the nature of my declarable conflict of interest, I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **Item 14.1 - Kingaroy Aerodrome Airpark Proposal**.

This declarable conflict of interest arises as I am a partner in Schuey Brothers Pastoral and the company owns a property on Petersen Drive that is used for cropping. It is directly opposite the airport.

This matter was resolved at the Community Standing Committee on 10 March 2021 – Resolution Number 2021/83.

I, Cr Gavin Jones inform this meeting that I have a declarable conflict of interest in relation to **Item 18.3 – Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation**.

The nature of my declarable conflict of interest is as follows:

- The complainant in relation to the investigation the subject of this item of business is a participant in a petition to the Minister for Local Government, for an investigation into, and dismissal of, myself and Councillors Potter, Frohloff and Henschen.
- The contents of the petition are now with the Office of the Independent Assessor for consideration.
- Given these actions of the complainant, it may be perceived that I might have a conflict between my personal interests and the public interest that could inappropriately influence the way I might vote on this matter.

Having regard to the nature of my declarable conflict of interest, I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, Cr Scott Henschen inform this meeting that I have a declarable conflict of interest in relation to **Item 18.3 – Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation**.

The nature of my declarable conflict of interest is that I am the councillor the subject of the investigation.

Having regard to the nature of my declarable conflict of interest, I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

I, Cr Kathy Duff inform this meeting that at Council's meeting held on 24 February 2021 I informed the meeting of a declarable conflict of interest in relation to **Item 18.1 – Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation.**

The nature of my declarable conflict of interest is as follows:

- The complainant in relation to the investigation has previously lodged a complaint against me, to the Office of the Independent Assessor, about my conduct as a councillor.
- Given these actions of the complainant, it may be perceived that I might have a conflict between my personal interests and the public interest that could inappropriately influence the way I might vote on this matter.

As per Council's resolution 2021/242 carried at Council's meeting of 24 February 2021, Council's CEO made application to the Minister, seeking the Minister's approval pursuant to section 150EV of the *Local Government Act 2009*, for me to participate in deciding this particular matter, including being present while the matter is discussed and voted on. By letter dated 19 March 2021, the Minister provided that approval.

I, Mayor Brett Otto inform this meeting that at Council's meeting held on 24 February 2021 I informed the meeting of a declarable conflict of interest in relation to Item 18.1 – Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation.

The nature of my declarable conflict of interest is as follows:

- The complainant in relation to the investigation has previously lodged a complaint against me, to the Office of the Independent Assessor, about my conduct as a councillor.
- Given these actions of the complainant, it may be perceived that I might have a conflict between my personal interests and the public interest that could inappropriately influence the way I might vote on this matter.

As per Council's resolution 2021/242 carried at Council's meeting of 24 February 2021, Council's CEO made application to the Minister, seeking the Minister's approval pursuant to section 150EV of the *Local Government Act 2009*, for me to participate in deciding this particular matter, including being present while the matter is discussed and voted on. By letter dated 19 March 2021, the Minister provided that approval.

Attendance:

At 9:36 am, Cr Scott Henschen left the meeting.

5.1 ALLEGED INAPPROPRIATE COUNCILLOR CONDUCT COMPLAINT INVESTIGATION AND RECOMMENDATION

RESOLUTION 2021/290

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

1. That Council notes that three (out of seven) councillors have informed the meeting of a declarable conflict of interest in this matter.
2. That Council notes that those three declaring councillors have stated that, if discussion and decision on the matter proceeds, they will leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

3. That Council notes that the Mayor and Cr Duff have the Minister's approval, pursuant to section 150EV of the *Local Government Act 2009*, to participate in deciding this particular matter, including being present while the matter is discussed and voted on.
4. That, as a consequence of a majority of councillors comprising each of Council's three standing committees declaring a declarable conflict of interest in relation to this matter, Council notes that, pursuant to section 150EU(3) of the *Local Government Act 2009*, Council is unable to delegate deciding this matter under section 257(2)(b) of the *Local Government Act 2009* to any of those committees.
5. That, accordingly, pursuant to section 150EU(2)(a) and section 257(2)(a) of the *Local Government Act 2009*, Council delegate deciding this matter to the Mayor.

In Favour: Crs Gavin Jones, Kathy Duff, Danita Potter and Kirstie Schumacher

Against: Cr Brett Otto

CARRIED 4/1

Attendance:

At 9:43 am, Cr Scott Henschen returned to the meeting.

6 DEPUTATIONS/PETITIONS

6.2 FORWARDING PETITION FOR CONSTRUCTION OF A FOOTPATH FOR PEDESTRIAN TRAFFIC TO TRANSVERSE SAFELY BETWEEN THE 2 MAJOR RESIDENTIAL AREAS OF HIVESVILLE AS PART OF THE CORPORATE PLAN 2021/2026

RESOLUTION 2021/291

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Petition be received and referred to the Chief Executive Officer for consideration and report back to a Standing Committee Meeting.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

6.3 KINGAROY TRANSFORMATION PROJECT PETITION

RESOLUTION 2021/292

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That the Chief Executive Officer be delegated to respond to the petitioners:

1. Detailing key facts and information within the report that identifies the project objectives in relation to renewal and modernisation of public assets that is supported by asset management principles, economic enablement, liveability and inclusivity; and

-
2. Clearly demonstrates the funding for the project is fully available from both external grants, funded depreciation for infrastructure projects and unallocated restricted cash as resolved by Council and does not place the Council under financial stress; and
 3. That Council invites the petitioner organiser and community members to meet with Council and openly discuss the information provided and offer an opportunity to answer any further questions they may have regarding the project.
 4. That Council workshop the third-party independent report that has been prepared by Bellwether of the project costings.

In Favour: Crs Gavin Jones, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

CARRIED 4/2

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 FEBRUARY 2021

RESOLUTION 2021/293

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That the Minutes of the Council Meeting held on 24 February 2021 be received and the recommendations therein be adopted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

8 BUSINESS OUTSTANDING

8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2021/294

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the Business Outstanding table for the Ordinary Council Meeting be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

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

9.1 COUNCIL APPOINTEES FOR 2021 ANZAC DAY CEREMONIES

RESOLUTION 2021/295

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the following Council representatives attend the respective ceremonies and carry out responsibilities as required on behalf of Council:

Town	Location	Time	Council Representative	Responsibility
Blackbutt Dawn Service	Memorial at Hart & Coulson Streets	4.27am	Cr Jones	Attendance Lay wreath
Memorial Service	Cenotaph	11.00am	Cr Jones	Attendance Lay wreath/Book
Bunya Mountains Memorial Service	Lone Pine Office, National Park Campground, Dandabah	8.00am	Peter O'May Cr Jones	Attendance Lay wreath
Cherbourg Commemorative Service	Cenotaph	8.00am	Cr Duff	Attendance Lay wreath
Hivesville Dawn Service	Main Street	5.30am	Cr Duff	Attendance Participate in ceremony Lay wreath
Kingaroy Dawn Service	Memorial Park	4.28am	Cr Potter Cr Schumacher Mayor	Attendance
War Graves	Taabinga Cemetery	8.00am	Cr Potter	Attendance
Commemorative Service	Memorial Park	11.00am	Mayor Cr Potter	Participate in march. Participate in ceremony Lay wreath
Kumbia Commemorative Service	Flower bed next to Kumbia Hall	8.45am	Cr Schumacher GM Meehan	Participate in march Lay wreath

Maidenwell Memorial Service	Main Monument Street	10.30am	Cr Jones	Attendance Lay wreath
Murgon Fellowship	Services Club	4.45am		Attendance
Dawn Service	Gore Street Opposite Services Club	5.30am	Mayor	Attendance Lay wreath
Commemorative Service	Services Club	10.00am	Cr Duff	Participate in march Participate in Ceremony Lay wreath
Nanango Dawn Service	Memorial in front of Chambers	5.30am	Cr Frohloff	Lay wreath
Public Pilgrimage	Nanango Cemetery	7.00am	Cr Frohloff	Attendance
Memorial Service	Memorial in front of Chambers	9.00am	Cr Frohloff CEO Mark Pitt	Lay wreath/Book
Proston Dawn Service		5.30am	GM Jarvis	Attendance Lay Wreath
School Service	Proston State School		Cr Duff	Attendance Lay wreath
Wondai Dawn Service	In front of Council Chambers	5.00am	Cr Henschen	Attendance
Memorial Service	Cemetery	8.00am	Cr Henschen	Attendance
Commemorative Service	Wondai Town Hall	10.00am	Cr Henschen	Attendance Participate in ceremony Lay wreath
Wooroolin Commemorative Service	Wooroolin Hall	11.00am	Cr Henschen	Attendance Lay wreath

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.2 ADMINISTRATIVE AMENDMENTS TO COUNCIL POLICY AND ASSOCIATED DOCUMENTS - ORGANISATION BRANCH NAME CHANGE

RESOLUTION 2021/296

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That South Burnett Regional Council endorse the administrative amendments to policy reflecting the Branch title change from Social & Corporate Performance to Corporate Services including associated staff position titles.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INVESTMENT POLICY 2021/2022 - STATUTORY 009

RESOLUTION 2021/297

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That the South Burnett Regional Council Investment Policy 2021/2022 – Statutory 009 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.4 MINUTES OF THE CORPORATE RISK AND AUDIT ADVISORY COMMITTEE MEETING HELD ON THURSDAY 25 FEBRUARY 2021

RESOLUTION 2021/298

Moved: Cr Danita Potter
Seconded: Cr Kathy Duff

That South Burnett Regional Council receive the Minutes of the Corporate Risk and Audit Advisory Committee Meeting held on Thursday 25 February 2021 as presented.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.5 COUNCIL RESOLUTION FOR REPEATED OPERATIONAL EXPENDITURE, SOLE SUPPLIERS AND ORIGINAL EQUIPMENT MANUFACTURERS

RESOLUTION 2021/299

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Council resolves it is satisfied that the registers of suppliers for Repeated Operational Expenditure, Sole Suppliers and Original Equipment Manufacturers contain suppliers that provide goods or services to council where the expenditure cannot be sourced traditionally via quotation, tender or expressions of interest.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.6 RESOLUTION FOR ENGAGEMENT OF A CONSULTANT FOR COUNCIL

RESOLUTION 2021/300

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That Council resolves it is satisfied that the it would be impractical and disadvantageous for Council to invite quotes or tenders due to the specialised and confidential nature of the services provided to Council by Rainmaker Strategic Planning.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.6.1 SERVICES PROVIDED BY RAINMAKER STATEGIC PLANNING

RESOLUTION 2021/301

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That a report detailing the services Rainmaker Strategic Planning will provide is brought back to a Standing Committee Meeting for consideration.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.7 MONTHLY FINANCIAL REPORT AND THIRD QUARTER BUDGET REVISION

RESOLUTION 2021/302

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

1. That the Monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 28 February 2021 be received and noted.
2. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2020/2021 operational budget be adopted.
3. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2020/2021 capital budget be adopted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

9.7.1 QUESTION ON NOTICE - FINANCE COSTS

Question on Notice from Cr Kirstie Schumacher:

In relation to current provision calculations for landfill and quarries – how is that calculated? – to be brought back to a Standing Committee Meeting.

9.8 BUDGET COMMITTEE MEETINGS TO BE OPENED TO THE COMMUNITY VIA LIVE STREAMING AND GALLERY ATTENDANCE

RESOLUTION 2021/303

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. Establish the following committee for the fixed period 1 April to 30 June 2021 with the following membership and Chair in accordance with s264 of the *Local Government Regulation 2012*;

Committee	Membership	Chair
Budget Committee	7 Councillors	Mayor

2. Conduct budget committee meetings as listed in the 2021-2022 Budget Parameters and Timeline report between 27 April and 2 June 2021 be open to community through live streaming and gallery attendance in compliance with COVID-19 requirements.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

MOTION

RESOLUTION 2021/304

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That the meeting adjourn for morning tea.

CARRIED 6/0**MOTION**

RESOLUTION 2021/305

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the meeting resume at 11.15am

CARRIED 6/0**10 PORTFOLIO – ROADS & DRAINAGE****10.1 TOWN AND VILLAGE ENTRY SIGNAGE**

RESOLUTION 2021/306

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

1. That Council:

- (a) adopts the updated locations and associated works to commence the installation of new town and village entry signs in accordance with the Town Entry Signage Catalogue report approved by Council on 18 September 2019

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0**11 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION**

Nil

12 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**12.1 EXTENSION TO CURRENCY PERIOD FOR MATERIAL CHANGE OF USE (MASTER PLANNED COMMUNITY) AND DEVELOPMENT PERMIT FOR RECONFIGURATION OF A LOT (1 LOT INTO 23 LOTS PLUS PARKLAND) OVER LAND DESCRIBED AS LOT 3 ON SP181686 BUNYA HIGHWAY KINGAROY**

RESOLUTION 2021/307

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That Council **approve** a 12 month extension to the Currency Period under s86 of the *Planning Act 2016* for Preliminary Approval for Material Change of Use (Master Planned Community) and Development Permit for Reconfiguration of a Lot (1 Lot into 23 Lots plus parkland) over land described as Lot 3 on SP181686 at Bunya Highway (corner of Youngman Street and Taylors Road), Kingaroy.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0**13 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT****13.1 CLARK AND SWENDSON DEVELOPMENT - SOUTH-EAST KINGAROY TRUNK WATER INFRASTRUCTURE**

MOTION

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That Council:

1. Advise the developer that Council is unable to advance funding to commence these works due to other network priorities; and
2. Advise the developer that they can build their own infrastructure to service their development only.

13.1.1 QUESTION ON NOTICE - WATER

Question on Notice from Cr Kirstie Schumacher:

1. Where do the properties from Harris Road and Redman Road seek water from?
2. Report notes on page 122 of the agenda an option 4 being a sub-component of option 2 is being developed. What work has been done on this option to date and is it another possible option for Council to consider?

CLARK AND SWENDSON DEVELOPMENT – SOUTH-EAST KINGAROY TRUNK WATER INFRASTRUCTURE

RESOLUTION 2021/308

Moved: Cr Kirstie Schumacher
Seconded: Cr Kathy Duff

That Item 13.1 – Clark and Swendson Development – South-East Kingaroy Trunk Water Infrastructure lay on the table.

CARRIED 6/0

14 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**14.1 KINGAROY AERODROME AIRPARK PROPOSAL**

RESOLUTION 2021/309

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That Council commence a process to undertake a master plan for the future use and opportunities for Kingaroy Aerodrome.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

14.2 TRUSTEE PERMIT TERMS FOR LOT 900 RP 896938 KNOWN AS “CAREW PARK” LOCATED AT THE CORNER OF DOONKUNA STREET AND TESSMANNS ROAD, KINGAROY BETWEEN COUNCIL AND BUNYA VALLEY LANDCARE INC

RESOLUTION 2021/310

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That South Burnett Regional Council enter a Trustee Permit (non-exclusive use) for Lot 900 RP 896938 known as “Carew Park” located at the corner of Doonkuna Street and Tessmanns Road, Kingaroy, for the purpose of landscaping, with Bunya Valley Landcare, with conditions including:

1. Term of three (3) years at \$75.00 per annum plus GST
2. The permittee to bear all costs of the project, and all subsequent operational and maintenance costs including weed and pest management and utility charges (including any connection fees).
3. That Council continue to work with the Bunya Valley Landcare Group and in the initial phases of this agreement continue mowing Carew Park with a view to support the Landcare Group and the project into the future.
4. A concept plan including scope and budget with project milestones is to be submitted to Council for approval under the licence prior to the commencement of works. Concept plan to include details on the effects of overland flow and drainage of any proposed earthworks

-
5. The permittee must seek consent under the licence prior to making application for planning approvals, including building and planning permits
 6. The permittee will undertake community engagement and provide the outcomes to Council prior to the commencement of works
 7. The permittee will not impede pedestrian access from David Place.
 8. The permittee must incorporate existing infrastructure into the concept plan and not undertake any works that may affect Council-owned infrastructure
 9. Should the Trustee Permit come to an end, Council is not obliged to maintain the improvements made by the permittee and has the right to remove any assets or improvements made by the permittee.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

15 PORTFOLIO - REGIONAL DEVELOPMENT

15.1 SMALL BUSINESS SUPPORT

RESOLUTION 2021/311

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That:

1. South Burnett Regional Council support the Queensland Small Business Commissioner (QSBC) Small Business Friendly Councils (SBFC) initiative by signing the Charter to support a commitment to small businesses and further by signing a Charter and further, liaise with local Chambers of Commerce to encourage co-signing of the Charter to support small businesses in the South Burnett region.
2. South Burnett Regional Council liaise with the Burnett Inland Economic Development Organisation (BIEDO) regarding participation in their Business Extension activities during Queensland Small Business Month (QSBM) in May by holding four workshops for small businesses in the South Burnett region.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

15.2 SOUTH BURNETT REGIONAL DEVELOPMENT ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

RESOLUTION 2021/312

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That

1. the South Burnett Regional Development Advisory Committee Draft Terms of Reference be adopted as presented.
2. Cr Jones be appointed to the South Burnett Regional Development Advisory Committee.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

15.3 SOUTH BURNETT ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

RESOLUTION 2021/313

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That

1. The South Burnett Arts, Culture and Heritage Advisory Committee Draft Terms of Reference be adopted.
2. Cr Duff be appointed to the Arts, Culture and Heritage Advisory Committee

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

15.4 REQUESTING SUPPORT THROUGH SPONSORSHIP FOR THE GOOMERI PUMPKIN FESTIVAL 2021

RESOLUTION 2021/314

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That South Burnett Regional Council accepts sponsorship proposal of the Goomeri Pumpkin Festival for \$1000.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

16 NOTICES OF MOTION

Nil

17 INFORMATION SECTION**17.1 IS - LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

RESOLUTION 2021/315

Moved: Cr Gavin Jones
Seconded: Cr Danita Potter

That the List of Correspondence pending completion of Assessment Report be received.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0**17.2 DELEGATED AUTHORITY REPORTS**

RESOLUTION 2021/316

Moved: Cr Danita Potter
Seconded: Cr Gavin Jones

That the Delegated Authority report be received.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0**17.3 QUESTIONS ON NOTICE**

RESOLUTION 2021/317

Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

That the responses to the questions raised be received and noted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

17.3.1 RESPONSES TO QUESTIONS ON NOTICE

RESOLUTION 2021/318

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That responses to questions taken on notice as a matter of practice be brought back to the following Standing Committee Meeting unless otherwise determined by Council.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

19 CONFIDENTIAL SECTION

RESOLUTION 2021/319

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

18.1 Sale of 20 William Street, Kingaroy

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

18.2 Sale of Land - 14 West Street, Kingaroy

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

18.3 Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation

This matter is considered to be confidential under Section 254J - f of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with matters that may directly affect the health and safety of an individual or a group of individuals.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

RESOLUTION 2021/320

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That Council moves out of Closed Council into Open Council.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

18.1 SALE OF 20 WILLIAM STREET, KINGAROY

RESOLUTION 2021/321

Moved: Cr Kirstie Schumacher
Seconded: Cr Gavin Jones

That South Burnett Regional Council accept the offer that Council has received for the purchase of 20 William Street, Kingaroy, for \$180,000 (subject to finance), and that Council enter into a standard contract of sale accordingly.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

18.2 SALE OF LAND - 14 WEST STREET, KINGAROY

RESOLUTION 2021/322

Moved: Cr Scott Henschen
Seconded: Cr Danita Potter

That South Burnett Regional Council enter into a standard contract of sale to sell 14-16 West Street, Kingaroy (being Lots 3 and 5 on RP114402, for \$55,000 (not subject to finance).

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

18.3 ALLEGED INAPPROPRIATE COUNCILLOR CONDUCT COMPLAINT INVESTIGATION AND RECOMMENDATION

Dealt with at Item 5.1

20 CLOSURE OF MEETING

The Meeting closed at 12.16pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 April 2021.

.....
CHAIRPERSON

8 BUSINESS OUTSTANDING

8.1 ALLEGED INAPPROPRIATE COUNCILLOR CONDUCT COMPLAINT INVESTIGATION AND RECOMMENDATION

File Number: 28 April 2021
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation for consideration by South Burnett Regional Council

SUMMARY

On 27 November 2020, the Office of the Independent Assessor ('OIA') received a complaint from Mr Mark Pitt PSM, Chief Executive Officer ('CEO'). The complaint was referred to the OIA, pursuant to *Section 150R* of the *Local Government Act 2009* ('LGA') whereby a Local government official must notify the OIA about a complaint in relation to the conduct of a Councillor.

The complaint related to the conduct of Councillor Kirstie Schumacher when the Councillor posted to the Councillor's Facebook page about funding for the Kingaroy Transformation Project.

It was alleged that Councillor Schumacher failed to acknowledge that a decision made during Council's ordinary meeting the day before, on 25 November 2020, was the majority view of the Council.

The alleged conduct if substantiated breaches the Code of Conduct for Councillors in Queensland – Standards of Behaviour outlined in part 3.1 'When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council.'

OFFICER'S RECOMMENDATION

That South Burnett Regional Council ('Council')

1. Consider the contents of this Report in making its decision as to whether the Councillor has engaged in inappropriate conduct.
2. Supports the finding that the alleged conduct by Councillor Schumacher does amount to inappropriate conduct pursuant to *Section 150K* of the *Local Government Act 2009*.
3. Take no further action except to advise the Councillor and update the Councillor Conduct Register as required by *Sections 150DX(1)(b)* and *150DY* of the *Local Government Act 2009*.
4. Will give notice about the outcome of the investigation to the Office of the Independent Assessor.

FINANCIAL AND RESOURCE IMPLICATIONS

The Corporate Services budget 2020/2021 allows for the costs associated with the management of Councillor conduct complaints. The cost of engaging the external investigator was \$5,625 (excluding GST).

LINK TO CORPORATE/OPERATIONAL PLAN

South Burnett Regional Council Corporate Plan 2018/19 to 2022/2023

EXC2: Effective corporate management:

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

South Burnett Regional Council Annual Operational Plan 2020/2021

Promote a high standard of corporate responsibility, transparency and accountability in decision making by making decisions, at all levels of the organisation, that are in the best interest of Council and the community:	Implementation and delivery of the Complaints Management Framework
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COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council has undertaken communications with the Office of the Independent Assessor, the external Investigator and the Councillor periodically throughout the process.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in away compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the *Human Rights Act 2019* 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;	13. Cultural rights—generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;
9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

The following human rights have been identified as being affected by the decision:

- *Freedom of expression*

Section 21 Human Rights Act 2019 (Qld)

(1) Every person has the right to hold an opinion without interference.

(2) Every person has the right to freedom of expression which includes the freedom to seek, receive and impart information and ideas of all kinds, whether within or outside Queensland and whether—

- (a) orally; or*
- (b) in writing; or*
- (c) in print; or*

(d) by way of art; or
(e) in another medium chosen by the person.

- *Privacy and reputation - Section 25 Human Rights Act 2019 (Qld)*
A person has the right—
 - (a) *not to have the person's privacy, family, home or correspondence unlawfully or arbitrarily interfered with; and*
 - (b) *not to have the person's reputation unlawfully attacked*

Elements:

There are two (2) parties to the matter being the Complainant and the Councillor. The actions taken by Council in this matter have complied with Queensland Legislation and policy. Any limitations of human rights have therefore been carefully considered and balanced against the rights of others and public policy issues of significance.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

South Burnett Regional Council Councillor Conduct Complaints Investigation Policy states how complaints about the alleged inappropriate conduct of Councillors will be dealt with as required by *Section 150AE* of the *Local Government Act 2009*.

ASSET MANAGEMENT IMPLICATIONS

No direct implications arise from this report

REPORT

On 27 November 2020, the Office of the Independent Assessor ('OIA') received a complaint from Mr Mark Pitt PSM, Chief Executive Officer ('CEO'). The complaint was referred to the OIA, pursuant to *Section 150R* of the *Local Government Act 2009* ('LGA') whereby a Local government official must notify the OIA about a complaint in relation to the conduct of a Councillor.

The complaint related to the conduct of Councillor Kirstie Schumacher when the Councillor posted to the Councillor's Facebook page about funding for the Kingaroy Transformation Project.

It was alleged that Councillor Schumacher failed to acknowledge that a decision made during Council's ordinary meeting the day before, on 25 November 2020, was the majority view of the Council.

The alleged conduct if substantiated breaches the Code of Conduct for Councillors in Queensland – Standards of Behaviour outlined in part 3.1 'When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council.'

On 23 December 2020, OIA wrote to Councillor Schumacher advising of the complaint and provided Councillor Schumacher the opportunity to respond.

On 11 January 2020 Councillor Schumacher provided a written response to the OIA. In the Councillor's written response, Councillor Schumacher denied the allegation of inappropriate conduct and supplied supporting documentation.

On 19 January 2021, OIA wrote to the CEO, advising that the OIA had written to Councillor Schumacher in relation to the complaint and had subsequently received a response, in which Councillor Schumacher denied that the Councillor had engaged in inappropriate conduct. The OIA recommended to the CEO that the matter be referred to an external investigator to investigate in accordance with the Council's Councillor Conduct Complaints Investigation Policy ('Policy').

On 26 February 2021, on behalf of the Mayor (as the nominated investigator under the Policy) the CEO referred the allegation of inappropriate conduct by Councillor Schumacher for investigation by an accredited Investigator as identified by the OIA.

Councillor Schumacher participated in an interview with the Investigator on 9 March 2021.

Standard of Proof

The standard of proof in investigations such as these, is on the balance of probabilities. The case of *Briginshaw v Briginshaw* (1938) 60 CLR 336 is generally regarded as authority for the proposition that if a finding, on the balance of probabilities, is likely to produce grave consequences the evidence should be of high probative value.

Investigator Findings

The Investigator provided the below findings based on their careful consideration of all available evidence and in compliance with relevant legislation.

- Councillor Schumacher confirmed that the Councillor wrote the post and posted to Facebook, to explain why the Councillor did not support the vote to increase the budget for the Kingaroy Transformation Project.
- The 26 November 2020 Facebook post expresses the opinion of Councillor Schumacher which differs from that of the majority view of the Council, as voted in the Council ordinary meeting the day before.
- The Investigator considered that the suggestion made by Councillor Schumacher that by writing in the original post 'that the budget was increased yesterday' met the minimum standard is incorrect. While it can be inferred that increasing the budget requires a majority of Council it is the Investigator's view that Councillor Schumacher's post did not clearly acknowledge that the Council decision represented the majority view of the Council.
- The Investigator noted that Councillor Schumacher acknowledged that the Councillor was not aware of the standard of behaviour at the time and should have known better.
- Based on the available evidence, the Investigator found that Councillor Schumacher contravened a behavioural standard when the Councillor posted to the Councillor's Facebook page and failed to acknowledge that a decision made during Council's ordinary meeting was the majority view of the Council.
- The Investigator therefore found the allegation that Councillor Schumacher engaged in inappropriate conduct when the Councillor posted to the Councillor's Facebook page about funding for the Kingaroy Transformation Project on 26 November 2020 is capable of being substantiated.

Allegation 1:

It is alleged that Councillor Kirstie Schumacher engaged in inappropriate conduct when the Councillor posted to the Councillor's Facebook page about funding for the Kingaroy Transformation Project on 26 November 2020:

The Investigator found on the available evidence that allegation 1 is **capable of being substantiated** on the balance of probabilities.

Recommendations

Pursuant to *Section 150AH* of the LGA the Council could consider an order that no action be taken against Councillor Schumacher.

When deciding upon the most appropriate order, it should be considered that Councillor Schumacher cooperated throughout the investigation, spoke candidly, and demonstrated insight and remorse for the conduct.

ATTACHMENTS

Nil

8.2 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**File Number:** 28-04-2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Business outstanding table for the Ordinary Council Meeting

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council Meetings. The current Business Outstanding table for the Ordinary Council Meeting is presented for Councillors information.

OFFICER'S RECOMMENDATION

That the Business Outstanding table for the Ordinary Council Meeting be received for information.

BACKGROUND

N/A

ATTACHMENTS

1. **Business Outstanding Table** [↓](#) 

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Meeting Date: 28 April 2021

Attachment No: 1

Meeting	Subject	Resolution	Notes
Council 12/06/2019	Lease of Coolabunia Saleyard and South Burnett Regional Council Dip Facilities	Moved: Cr Kathy Duff Seconded: Cr Terry Fleischfresser That Council call tenders in accordance with the Local Government Regulation 2012, Section 228 for individuals or organisations to lease the Nanango, Proston and Wondai Cattle yards and Dip facilities Councillors voted unanimously	
CARRIED 7/0			
Meeting	Subject	Resolution	Notes
Council 25/11/2020	Sale of Coolabunia Saleyards by way of Tender	RESOLUTION 2020/234 Moved: Cr Brett Otto Seconded: Cr Kathy Duff That 1. As a result of the substantial capital loss that would be realised on disposal of the freehold site and in response to more recent community concerns as to the potential risk to the ongoing operation of the facility in the hands of a private operator, that Council not accept any tenders or enter into negotiations with a preferred tenderer. 2. That Council prepare a comprehensive five-year business plan for the future operations of the facility incorporating a review and report to council on: a) the preferred ownership structure; b) a revised fees and charges schedule based on market rates; c) a projected profit forecast;	08 Dec 2020 3:58pm Donohue, Kimberley - Reallocation Action reassigned to Watt, Mark by Donohue, Kimberley - For actioning 09 Dec 2020 3:29pm Watt, Mark UPDATE - begun review of existing reports and compiling information to assist in procuring industry expert to prepare report. Budget allocation also necessary. 18 Mar 2021 8:25am Watt, Mark UPDATE - received first quote for completion of business plan, awaiting second quote before progressing. 19 Mar 2021 2:56pm Donohue, Kimberley - Target Date Revision Target date changed by Donohue, Kimberley from 09 December 2020 to 30 April 2021

		<p>d) a capital investment program, incorporating opportunities for external funding.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: center;">CARRIED 6/0</p>	<p>15 Apr 2021 5:19pm Watt, Mark</p> <p>Further legal advice being sourced from King & Co, Solicitors. Once received, report to be presented to Council.</p>
Council 20/01/2021	Mayoral Request to CEO - Parks & Gardens	<p>RESOLUTION 2021/227</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That pursuant to Council's Operational Plan 2020-2021, the Acting Manager, NRM and Parks be requested to develop maintenance service levels for NRM and Parks for further consideration by Council at the March Community Standing Committee Meeting.</p> <ul style="list-style-type: none"> • Mowing, Garden Maintenance and Weeding Programme • CBD Cleaning Programme • Garden and Verge Enhancement Programme <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: center;">CARRIED 7/0</p>	<p>18 Mar 2021 8:20am Watt, Mark</p> <p>UPDATE - First draft of Level of Service Plan nearing completion. Report to be presented to Communities Standing Committee on 14/4/21.</p> <p>15 Apr 2021 5:18pm Watt, Mark</p> <p>Workshop convened for Tuesday 4/5/21. Proposed adoption of Level of Service Plan at May Standing Committee</p>
Council 24/02/2021	Overgrown Allotment Enforcement	<p>RESOLUTION 2021/270</p> <p>Moved: Cr Kathy Duff</p>	

		<p>Seconded: Cr Roz Frohloff</p> <p>That Council approve a review into the Overgrown Allotment operations of Council with a view to a stricter enforcement protocol.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 24/02/2021	Illegal Occupation of Private Land	<p>RESOLUTION 2021/271</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That Council approve the development of an Illegal Occupation on Private Land Policy, Procedure and Enforcement Strategy.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 24/02/2021	Bikes	<p>RESOLUTION 2021/248</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That Council undertake an Expression of Interest process to offer Council's surplus exercise bikes to interested not for profit/community groups to allow</p>	<p>17 Mar 2021 11:16am Watt, Mark</p> <p>Expression of interest released 12/3/21. Submissions close 31/3/21</p> <p>19 Mar 2021 3:01pm Donohue, Kimberley - Reallocation</p>

		<p>such groups to provide and manage a bike hire service to the wider community.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>Action reassigned to Hunter, Michael by Donohue, Kimberley</p> <p style="text-align: center;">CARRIED 7/0</p>
<p>Council 24/02/2021</p>	<p>Update to Standard Street Name Sign and Style Guides</p>	<p>RESOLUTION 2021/262</p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Roz Frohloff</p> <p>That Council resolves to adopt a standard street blade and roundabout street sign</p> <ol style="list-style-type: none"> 1. That the revisions to the standard street name sign drawing, as specified in Attachment one (1) (option 4), be adopted and implemented on all new and replacement street name signs; 2. That the standard roundabout name sign drawing, as specified in Attachment two (2) (option 5), be adopted and implemented on all new and replacement roundabout name signs; and 3. That the style guidelines be updated to reflect the change to the standard street name sign. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: center;">CARRIED 7/0</p>	<p>23 Mar 2021 3:20pm Champney, Kristy</p> <p>Currently working with sign manufacture (Artcraft) to finalise proof and art work.</p> <p>23 Mar 2021 3:21pm Champney, Kristy - Completion</p> <p>Action completed by Champney, Kristy - Noted</p>

Council 24/03/2021	Kingaroy Transformation Project Petition	RESOLUTION 2021/292	23 Apr 2021 10:00am Pitt PSM, Mark
		<p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Gavin Jones</p> <p>That the Chief Executive Officer be delegated to respond to the petitioners:</p> <ol style="list-style-type: none"> 1. Detailing key facts and information within the report that identifies the project objectives in relation to renewal and modernisation of public assets that is supported by asset management principles, economic enablement, liveability and inclusivity; and 2. Clearly demonstrates the funding for the project is fully available from both external grants, funded depreciation for infrastructure projects and unallocated restricted cash as resolved by Council and does not place the Council under financial stress; and 3. That Council invites the petitioner organiser and community members to meet with Council and openly discuss the information provided and offer an opportunity to answer any further questions they may have regarding the project. 4. That Council workshop the third-party independent report that has been prepared by Bellwether of the project costings. 	<p>Point 1 & 2 of resolution - correspondence including resolution and copy of previous council reports emailed 23 April 2021. Points 3 & 4 of resolution - no available dates until May 2021 - continuing to progress</p>
		<p><u>In Favour:</u> Crs Gavin Jones, Danita Potter, Kirstie Schumacher and Scott Henschen</p>	
		<p><u>Against:</u> Crs Brett Otto and Kathy Duff</p>	
		<p>CARRIED 4/2</p>	

<p>Council 24/03/2021</p>	<p>Administrative Amendments to Council Policy and Associated Documents - Organisation Branch Name Change</p>	<p>RESOLUTION 2021/296</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council endorse the administrative amendments to policy reflecting the Branch title change from Social & Corporate Performance to Corporate Services including associated staff position titles.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 24/03/2021</p>	<p>Town and Village Entry Signage</p>	<p>RESOLUTION 2021/306</p> <p>Moved: Cr Gavin Jones</p> <p>Seconded: Cr Kathy Duff</p> <p>1. That Council:</p> <p style="padding-left: 40px;">(a) adopts the updated locations and associated works to commence the installation of new town and village entry signs in accordance with the Town Entry Signage Catalogue report approved by Council on 18 September 2019</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>

Council 24/03/2021	Clark and Swendson Development - South-East Kingaroy Trunk Water Infrastructure	<p>MOTION</p> <p>Moved: Cr Gavin Jones</p> <p>Seconded: Cr Danita Potter</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Advise the developer that Council is unable to advance funding to commence these works due to other network priorities; and 2. Advise the developer that they can build their own infrastructure to service their development only.
Council 24/03/2021	Kingaroy Aerodrome Airpark Proposal	<p>RESOLUTION 2021/309</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Scott Henschen</p> <p>That Council commence a process to undertake a master plan for the future use and opportunities for Kingaroy Aerodrome.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>

9 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT**9.1 CONFIRMING COUNCILS ATTENDANCE AT LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) ANNUAL CONFERENCE 2021; LGAQ BUSH COUNCILS CONVENTION 2021 AND ALGA NATIONAL GENERAL ASSEMBLY 2021****File Number: 02032021****Author: Executive Assistant****Authoriser: Chief Executive Officer****PRECIS**

Confirming Councillors and Chief Executive Officer (CEO) interest in attending the following major conferences for 2021 either virtually or in person - 125th LGAQ Annual Conference in Mackay 25-27 October 2021; LGAQ Bush Councils Convention in Barcaldine 3-5 August 2021 and Australian Local Government Association (ALGA) National General Assembly

SUMMARY

The LGAQ Annual Conference for 2021 will be held in Mackay on 25-27 October 2021. Council pays a conference levy in conjunction with its annual membership. Council is therefore entitled to send two (2) delegates to the conference.

The LGAQ Bush Councils Convention will be held in Barcaldine 3-5 August 2021 and ALGA National General Assembly will be held in Canberra 20-23 June 2021.

OFFICER'S RECOMMENDATION

1. That _____ attend the 125th LGAQ Annual Conference 2021.
2. That _____ attend the LGAQ biennial Bush Councils Convention 2021.
3. That _____ attend the ALGA National General Assembly 2021.

FINANCIAL AND RESOURCE IMPLICATIONS

The Mayor and Deputy Mayor have been budgeted to attend the LGAQ Annual Conference and ALGA National General Assembly including accommodation. Councillors also have been budgeted to attend some of the conferences.

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

N/A

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

ALGA - National General Assembly of Local Government will be held on 20-23 June 2021, Canberra

This year it's a Hybrid Assembly – delegates can attend live or via the web with the theme being: Working together for our Communities.

LGAQ – Annual Conference

The 125th LGAQ Annual Conference will be held on 25 - 27 October 2021 at the Mackay Entertainment and Convention Centre.

LGAQ – The Local Government Association of Queensland's biennial Bush Councils Convention will be held on 3 – 5 August at the Barcaldine Town Hall. This year's theme of 'fighting back' oversees the topics covered in this year's event, including:

- Advocacy
- COVID-19 recovery
- Tourism and the West
- Mental health

ATTACHMENTS

Nil

9.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE PLAN 2021-2026

File Number: 28-04-2020
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Corporate Plan 2021-2026.

SUMMARY

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

Council received the draft Corporate Plan 2021-2026 at the ordinary meeting in January 2021 and subsequently provided the draft plan to the community for consultation during February and March 2021. Council provided a variety of platforms on which the community could view the draft plan and provide feedback.

The Internal Steering Group considered the feedback received identifying a number of recommended changes to the draft plan.

OFFICER'S RECOMMENDATION

That in accordance with section 165 of the *Local Government Regulation 2012* Council adopts the South Burnett Regional Council Corporate Plan 2021-26 highlighting the following Key Priorities:

1. **ENHANCING LIVEABILITY AND LIFESTYLE** - Elevate the South Burnett region to be recognised as a "Community of choice".

KEY PRIORITIES

- EC1 Develop and implement initiatives to enhance community parks, gardens and recreational facilities, which may include: tree planting strategy, botanical gardens and perennial (drought tolerant) shrubs and flower planting programme.
- EC2 Develop and implement CBD Renewal and Revitalisation Programmes for areas of our townships including service standards for maintenance and cleaning programmes.
- EC3 Advocate to minimise the impact of heavy vehicle traffic in the CBD areas of major towns as appropriate.
- EC4 Develop and implement a regionally themed Arts, Culture and Heritage Strategic Plan incorporating all of our communities.
- EC5 Continue to support, renew and maintain pools, **halls**, libraries and Customer Service Centres across our region at agreed service levels.
- EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.
- EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programmes.
- EC8 Partner with our region's youth to develop and implement a Regional Youth Plan.
- EC9 Develop, in consultation with communities, Community Plans that identify key priorities for each town and village to inform Council's prioritisation.

- EC10 Support indigenous reconciliation and empowerment through the development and implementation of a Reconciliation Action Plan.
- EC11 Support, advocate and facilitate real outcomes on mental health and suicide prevention, including advocating for a community well-being centre.
- EC12 Develop and implement a plan that makes our region's towns 'Communities of choice' for people living with disability.
- EC13 Work with our senior citizens to provide greater opportunities for them to play an active role in our communities and to age in place.
- EC14 Develop and implement a systematic programme for non-compliant commercial properties and residential living arrangements that pose significant health and safety risks.
- EC15 Continue to provide pro-active support to the Local Disaster Management Group.
- EC16 Partner with community to develop and promote events.
- EC17 Support for the implementation of the adopted Sport and Recreation Plan through prioritised annual action plans.

2. **PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES** - Develop, renew and maintain community infrastructure through sound asset management principles.
KEY PRIORITIES

- IN1 Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.
- IN2 Continue to provide sound asset management strategies to maintain and improve Council's footpath infrastructure.
- IN3 Continue to provide and investigate options to improve slashing and spraying programmes on state and local road networks.
- IN4 Collaborate with the transport sector and industry to identify key freight and transport route state infrastructure and advocate to government on asset upgrades, renewals and maintenance.
- IN5 Develop and implement a hierarchy and programme to refurbish median strips and roundabouts prioritising entry ways into our major towns.
- IN6 Continue to provide and investigate options to improve rail trail infrastructure, residential footpaths and cycleways to promote connectivity.
- IN7 Develop a secure and reliable urban and rural water supply system through increased allocations, upgraded and renewed infrastructure and pricing models.
- IN8 Continue to focus on initiatives that position our region as a destination of choice for caravan and RV camping.
- IN9 Undertake an audit to identify Council land that can be divested.
- IN10 Investigate options for leasing opportunities to not-for-profit groups and organisations.
- IN11 Continue to provide and investigate options to improve our saleyards as an important community asset.
- IN12 Identify assets that may be suitable for commercialisation.
- IN13 Advocate and support the specialist health services needs of our residents.
- IN14 Continue to provide and investigate options to improve our cemetery infrastructure.
- IN15 Continue to provide and investigate options to improve our aerodromes.

3. **GROWING OUR REGION'S ECONOMY AND PROSPERITY** - Boost our economy through investment and innovation that promotes population growth and community wellbeing.
KEY PRIORITIES

- GR1 Develop and implement a well-researched, action based 'Regional Development Strategy' that supports business and employment growth.
- GR2 Continue to develop SBRC's investment readiness to identify a sequence of actions that can enhance council's capability in responding to investment related enquiries.
- GR3 Work with key stakeholders to create a pipeline of priority shovel ready projects that aim to improve the quality of life experienced by all residents, invest in strategic infrastructure and create a prosperous future for all.
- GR4 Support and advocate for the development of an expanded and diversified agricultural economy, which may include, for example regenerative agriculture and centre for rural excellence and innovation.
- GR5 Continue to provide and investigate options to improve our arts, heritage, **museums**, visitor information centres and tourism infrastructure.
- GR6 Advocate for and support of the region's tourism sector through an industry led development of a Tourism Strategy, with particular focus on indigenous tourism, adventure tourism, international tourism and high wealth tourism.
- GR7 Continue to provide and investigate options to improve our dams as tourist attractions as an important community asset.
- GR8 Support and advocate for appropriate growth and development with responsive planning schemes, processes, customer service and other initiatives.
- GR9 Explore, advocate and pursue opportunities for post-secondary education within the region.
- GR10 Advocate for enhanced regional digital connectivity and black spots.
- GR11 Support local businesses through the implementation of Council's Procurement Policy and encourage others to support and buy local.
- GR12 Progress the 25 year Economic Roadmap as a priority project further to the National Water Infrastructure Development Fund (NWIDF) Water Feasibility Study.
- GR13 Advocate for and support the options short list as identified in the National Water Infrastructure Development Fund (NWIDF) Water Feasibility Study - North and South Burnett Options Analysis.
- GR14 Support our community and key stakeholders to build a plan for our region's eventual coal transition.
- GR15 Work with key stakeholders to promote workforce attraction and retention in the South Burnett.
- GR16 Support the development of an agricultural land and product asset mapping programme.

4. **SAFEGUARDING OUR ENVIRONMENT** - A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.

KEY PRIORITIES

- EN1 Investigate, develop and implement an Environmental Sustainability Policy.
- **EN2 Develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint.**
- EN3 Continue to provide and investigate options to improve waste reduction, landfill management and recycling.
- EN4 Ongoing commitment to bio-security and pest management, including declared and non-declared species.
- EN5 Encourage responsible investment in renewable energy.
- EN6 Encourage investment in transport innovation, for example electric vehicles and charging stations.

- EN7 Support initiatives that promote and protect biodiversity, natural resource management and caring and retaining our unique landscapes.
- EN8 Develop and implement a systematic programme to identify and take action to address overgrown allotments across all regional residential areas.
- EN9 Develop and implement a systematic programme to identify and take action to address stray / feral / pests and wild animals.
- EN10 Community education and assistance to support food and other local businesses to meet relevant Local Laws compliance standards.

5. **ORGANISATIONAL EXCELLENCE** - An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

KEY PRIORITIES

- OR1 Deliver on our Corporate Plan through high level delivery of the annual operational plans.
- OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.
- OR3 Manage Council assets effectively through the development and implementation of Asset Management Plans.
- OR4 Continue to monitor and align the organisational structure with Council's adopted strategies and priorities.
- OR5 Continue to give priority to ongoing financial sustainability and prudent budget management.
- OR6 Implement consultative, responsible and sound project management practices.
- OR7 Continue implementation of zero-based budgeting to support responsible fiscal management in the preparation of Council's budget.
- OR8 High level implementation of Council's Customer Service Charter.
- OR9 Develop a continuous improvement, customer focused culture led by the senior management team and underpinned by an effective performance setting, monitoring and evaluation system.
- OR10 Increased commitment to community engagement and to proactive strategic delivery of media and communications.
- OR11 Develop for endorsement by Council a Workforce Plan that guides the engagement, development, management and performance of Council's human resources.
- OR12 Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.
- OR13 Implement reliable, realistic and cost-effective business systems and practices.
- OR14 Continue to implement regional equity / consistency in Council's rating system.
- OR15 Continue to give priority to ongoing Audit and Risk and prudent management.
- OR16 Continue to give priority to ongoing Work Health and Safety and prudent management.

FINANCIAL AND RESOURCE IMPLICATIONS

The Corporate Plan will give guidance and direction to future year budgets and operational plans. The 2020-22 budget allows for resourcing the development and consultation of the Corporate Plan 2021-2026.

LINK TO CORPORATE/OPERATIONAL PLAN

The Corporate Plan details direct linkages such as:

EC1 - Enhancing our community

ENV - Our Environment

GO - Growth and Opportunity

EXC - Organisational Excellence

INF - Infrastructure

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

- 2021 – 2026 Corporate Plan Communication Strategy.
- Media release, social media posts, posters, flyers, advertising, electronic newsletter, radio.
- Staff newsletter, staff meetings, email to all staff.
- Website (dedicated Page) with downloadable feedback form and electronic feedback form available
- Community Consultation:
 - Wooroolin Community Markets - Saturday 13 February 2021 - 6am–12pm
 - Murgon CBD Markets - Sunday 14 February 2021 - 7am–12pm
 - Kingaroy Shoppingworld - Thursday 18 February 2021 - 9am–4pm
 - Kingaroy Shoppingworld - Friday 19 February 2021 - 9am–4pm
 - Kingaroy Friendship Markets - Saturday 20 February 2021 - 6:30am–12pm
 - Kingaroy Shoppingworld - Thursday 25 February 2021 - 9am–4pm
 - Wondai Country Markets - Saturday 27 February 2021 - 7am–12pm
 - Hivesville Markets - Sunday 28 February 2021 - 7am–12pm
 - Bunya Mountains Community Markets - Sunday 28 February 2021 - 9am–2pm
 - Nanango Country Markets - Saturday 6 March 2021 - 6am–12pm
- Councillor Workshops were held on the following dates: 29 July 2020, 8 October 2020, 9 December 2020, 13 January 2021 and 14 April 2021.
- The matter was considered at the following Council meetings:
 - General Meeting of 16 December 2020 with the following procedural resolution being adopted: **RESOLUTION 2020/198**
Moved: Cr Kirstie Schumacher
Seconded: Cr Kathy Duff
That the matter lay on the table until the January 2021 General Meeting of Council
In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen
Against: Nil
CARRIED 7/0
 - General Meeting of 20 January 2021 with the following procedural resolution being adopted: **RESOLUTION 2021/233**
Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher
That Council receive the Draft Corporate Plan 2021-2026 and approves release of the draft Corporate Plan for community consultation.
In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen
Against: Nil
CARRIED 7/0
 - Executive and Finance & Corporate Standing Committee Meeting of 21 April 2021 with the following Committee Resolution: **RESOLUTION 2021/92**
Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

That Council note the proposed Draft Corporate Plan 2021-2026 amendments for information:

1. ENHANCING LIVEABILITY AND LIFESTYLE - Elevate the South Burnett region to be recognised as a “Community of choice”.

KEY PRIORITIES

- *EC1 Develop and implement initiatives to enhance community parks, gardens and recreational facilities, which may include: tree planting strategy, botanical gardens and perennial (drought tolerant) shrubs and flower planting programme.*
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2. PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES - Develop, renew and maintain community infrastructure through sound asset management principles.

KEY PRIORITIES

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- *IN2 Continue to provide sound asset management strategies to maintain and improve Council’s footpath infrastructure.*
- *IN3 Continue to provide and investigate options to improve slashing and spraying programmes on state and local road networks.*

- *IN4 Collaborate with the transport sector and industry to identify key freight and transport route state infrastructure and advocate to government on asset upgrades, renewals and maintenance.*
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4. SAFEGUARDING OUR ENVIRONMENT - A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.

KEY PRIORITIES

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5. ORGANISATIONAL EXCELLENCE - An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

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- *OR9 Develop a continuous improvement, customer focused culture led by the senior management team and underpinned by an effective performance setting, monitoring and evaluation system.*
- *OR10 Increased commitment to community engagement and to proactive strategic delivery of media and communications.*
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- *OR14 Continue to implement regional equity / consistency in Council's rating system.*
- *OR15 Continue to give priority to ongoing Audit and Risk and prudent management.*
- *OR16 Continue to give priority to ongoing Work Health and Safety and prudent management.*

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

Subsequent to the Standing Committee of 21 April 2021, several minor changes were made to the Key priorities, highlighted in ***bold and italic***, based on feedback received from the Mayor. Further Council's workshopped values have been added into the report section.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

A Corporate Plan is a statutory requirement pursuant to *Section 165* of the *Local Government Regulation 2012*.

165 Preparation of 5-year corporate plan

- (1) A local government must prepare a 5-year corporate plan for each period of 5 financial years.*
- (2) A local government must adopt its 5-year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.*
- (3) A local government may, by resolution, amend its 5-year corporate plan at any time.*
- (4) A local government must discharge its responsibilities in a way that is consistent with its 5-year corporate plan.*

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

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

consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.

Council adopted the draft Corporate Plan 2021-2026 at the ordinary meeting in January 2021 and subsequently provided the draft plan to the community for consultation during February and March 2021. Council provided a variety of platforms on which the community could view the draft plan and provide feedback.

The Internal Steering Group considered the feedback received identifying a number of amendments as listed in the recommendation.

There is a reasonable expectation that over the coming years, the community of the South Burnett Region is set to grow and evolve and will face significant changes. As the 2020 year has seen, change is often sudden and inevitable, whether it is a growing and more diverse population, increases or decreases in economic activity, new infrastructure challenges or simply the community's changing expectations. Any one of these could significantly affect the lifestyle of our residents. Council wants to ensure our organisation, and the community, is proactive in planning for the future, creating a region that is admired for its strength, resilience and ability to embrace and benefit from change.

The South Burnett Regional Council Corporate Plan 2021-2026 sets the strategic direction and priorities for our organisation for the next five financial years. It identifies expectations that the community desires within the region and outlines what Council will do to achieve these expectations. The Plan is designed around five themes, each supported by several outcomes that Council is committed to achieving.

There are a range of new plans and strategies to be developed over the life of the plan and Council will need to consider any resource and implications of those plans and strategies.

It is a requirement for Local Governments in Queensland to adopt a Corporate Plan every five years and pursue the achievement of the strategic objectives within the Plan. When completed, the Corporate Plan will be directly linked to Council's long-term strategic documents, including our annual budget and Operational Plan. Reporting on the progress of the outcomes within the Corporate Plan are conducted through the Annual Report and Operational Plan quarterly progress reports.

Council has reviewed and workshopped the following values which will be incorporated into the document: ***Honesty, Respect, Accountability, Integrity and Unity.***

ATTACHMENTS

Nil

9.3 ANNUAL OPERATIONAL PLAN 2020/2021 IMPLEMENTATION PROGRESS REPORT FOR THE PERIOD ENDING 31 MARCH 2021

File Number: 28 April 2021

Author: General Manager Finance and Corporate

Authoriser: Chief Executive Officer

PRECIS

Annual Operational Plan 2020/2021 Implementation Progress Report for the period beginning 1 July 2020 ending 31 March 2021.

SUMMARY

The South Burnett Regional Council ('Council') Annual Operational Plan ('Plan') details the projects, services and initiatives that Council planned to deliver for the 2020/2021 financial year.

Pursuant to *Section 174(3)* of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Plan.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Annual Operational Plan 2020/2021 Implementation Progress Report for the period 1 July 2020 to 31 March 2021 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from this report other than what has been identified in Council's financial budgeting and planning documents.

LINK TO CORPORATE/OPERATIONAL PLAN

EC1	An informed and engaged community
EXC2	Effective corporate management
EXC4	Effective advocacy and strategic partnerships
EXC5	Quality customer service
INF1	Infrastructure that meets our communities needs

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Chief Executive Officer, General Managers and Managers have contributed to the Annual Operational Plan 2020/2021 Implementation Progress Report for the period 1 July 2020 to 31 March 2021 in respect of their relevant areas of responsibility.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct policy/local law/delegation implications arise from this report which have not previously been identified operationally within Council’s planning and budget documents.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report other than what has been identified in Council’s financial budgeting and planning documents.

REPORT

The South Burnett Regional Council (‘Council’) Annual Operational Plan (‘Plan’) details the projects, services and initiatives that Council planned to deliver for the 2020/2021 financial year.

Pursuant to *Section 174(3)* of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Plan.

ATTACHMENTS

1. **South Burnett Regional Council Annual Operational Plan 2020/2021 Implementation Progress Report for period 1 July 2020 to 31 March 2021** [!\[\]\(564903337f30b845a5f6979939a95fe6_img.jpg\) !\[\]\(6799d2cf9a6546bbe2fea4f3991acfa2_img.jpg\)](#)



OPERATIONAL PLAN

2020-2021

3rd Quarter Review

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Version Control

date	comment	version
20 May 2020	Presented to Councillors for information Workshop	Draft 0.1
29 May 2020	Changes made by GM Susan Jarvis	Draft 0.2
03 June 2020	Workshop / Briefings	Draft 0.3
10 June 2020	Workshop / Briefings	Draft 0.4
23 & 24 June 2020	Workshop / Briefing	Draft 0.5
30 June - 7 July 2020	Review by Senior Management Team	Draft 0.6
8 July 2020	Workshop Briefing	Draft 0.7
30 September 2020	1 st Quarter Review and Update	Draft 0.8
31 December 2020	2 nd Quarter Review	Draft 0.9
31 March 2021	3 rd Quarter Review	Draft 10



Introduction

The South Burnett Regional Council 2020-21 Operational Plan is required to be developed in accordance with the *Local Government Regulation 2012* and focuses on the actions that Council staff are expected to take throughout the twelve month period in order to implement the longer term goals detailed in the South Burnett Regional Council Corporate Plan for the period 2018-23.

In accordance with the provisions of *Section 175* of the *Local Government Regulation 2012*, an Operational Plan must:

- (a) be consistent with the annual budget; and
- (b) state how the local government will –
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - (ii) manage operational risks; and
- (c) include an annual performance plan for each commercial business unit of the local government.

In accordance with *Section 174(3)* of the *Local Government Regulation 2012*, Council will assess its progress towards implementing its annual Operational Plan on a quarterly basis. The long-term strategies within the Corporate Plan are allocated to one (1) or more Departments to progress. Therefore, the Operational Plan has displayed the Operational Initiatives and Operational Services according to Departmental/Branch responsibility, to provide clarity and accountability, as well as providing operational focus for the Departments/Branches within South Burnett Regional Council. All day to day core business activities and services are not necessarily listed in the Operational Plan; instead the Operational Plan focuses on initiatives and services that will be required in the current financial year to achieve long term corporate objectives.

The Corporate Plan provides a blueprint for the future of our communities and establishes priorities and outlines strategies, which best reflect the needs of our community for today and into the future. Council's Chief Executive Officer is responsible for preparing quarterly reports to the Council on the progress of the implementation of the Operational Plan. These reports ensure that Council's elected members and staff are accountable for the progress made in meeting operational plan goals. This plan is closely linked to South Burnett Regional Council's 2020-21 budget and Council's available resources.

The Operational Plan is a statement of specific works to be undertaken and services to be provided in order to progress the long-term strategies set out in the Corporate Plan for the current financial year. This Operational Plan is prepared in conjunction with the budget, both of which are to be effective from 1 July 2020 through to 30 June 2021 and adopted at the Budget Meeting on 15 July 2020.



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Theme 1 : Enhancing our Community - Building a vibrant, healthy, supportive and inclusive community

Goal EC1: An informed and engaged community

Strategy: EC1.1 Develop a range of initiatives to engage and inform the community			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department / Branch</i>	<i>Partners</i>
Community Plan renewed by Council	Community engaged through consultation and plan adopted by Council	Executive Services / Office of the CEO	Senior Management Team; Elected Members; South Burnett community
<p>Update as at 31 March 2021: Community plan discussed during 2020/21 budget workshops with schedule to be reviewed in second half of financial year. Prior to 30 September, very preliminary discussions undertaken with potential partners for the review. Preliminary discussions have been undertaken with potential partners including BIEDO, Red Earth and Stanwell (prior to 30 September, very preliminary discussions undertaken with potential partners for the review). Exploring the development of 3-year individual township Community Development plans. Community plan progressed by the Mayor through 14 individual town/village meetings during February and March 2021. This community engagement ran in parallel with the Corporate Plan Community consultation.</p>			
Review and implement Council’s Community Engagement Strategy	Strategy reviewed and implemented including communications strategy and plan	Executive Services / Office of the CEO	Senior Management Team; Elected Members; South Burnett community
<p>Update as at 31 March 2021:</p>			



<p>Communication activities delivered through media releases, social media engagement and in response to media enquiries. Monthly statistics provided through Portfolio Reports to the Ordinary Meeting of Council. Review of related policies to be undertaken in line with the policy governance framework and post review of the corporate plan.</p> <p>Communication Officer recruited January 2021. A strategic Media and Communications Plan will be developed by 30 June 2021.</p> <p>Community Engagement Strategy reviewed and draft commenced.</p> <p>Community engagement strategy for the Corporate Plan presented to Council January General meeting.</p>			
Develop a cohesive Council through cultural change and individual ownership of corporate values supported by consistent and responsible leadership	Adopt a new Corporate Plan	Executive Services / Office of the CEO	Senior Management Team; Elected Members; South Burnett community
<p>Update as at 31 March 2021:</p> <p>1st workshop conducted with Councillors 29 July 2020. Quotations called for Corporate Plan review with Blackadder Associations successful and engaged.</p> <p>2nd workshop with Councillors and Blackadder Assoc consultant held 7 October 2020.</p> <p>3rd Workshop with Councillors held 9 December 2020.</p> <p>Rough first preliminary draft handed to Councillors 18 November 2020.</p> <p>2nd draft given to Councillors 4 December 2020.</p> <p>Report requesting public consultation phase to December General Meeting, held over to January 2021. Target date for finalisation of Corporate Plan by 30 April 2021.</p> <p>4th Workshop held 13 January 2021. 3rd Draft presented and released for community consultation at General Meeting of 20 January 2021.</p> <p>10 Community engagement sessions held over February and March 2021 with hard copy and electronic feedback sheets received by Council.</p>			
Deliver the outcomes of the externally funded Drought Communities Programme	<p>Delivery of a "10 minutes with a Master" drought response program</p> <p>Adaption of an Adverse Event Plan</p> <p>Delivery of Community Well-Being events</p>	Community	Burnett Inland Economic Development Organisation (BIEDO)
<p>Update as at 31 March 2021:</p> <p>The following programs have been delivered under the Drought Communities Programme:</p> <p>"Ten Minutes with a Master" to facilitate an opportunity for primary producers across the region to individually and privately meet and talk one on one to a cross section of agency experts and specialists regarding available drought assistance and available information.</p> <ul style="list-style-type: none"> • Maidenwell Sportsground - Thursday 8 October 2020 • Booie Hall - Friday, 16 October 2020 			



<ul style="list-style-type: none"> • Mondure Hall - Thursday, 22 October 2020 • Burrandowan Racecourse - Thursday, 29 October 2020 <p>“Community Well-Being events - Farmers Night Out” – Fully catered night out with numbers limited due to COVID 19 restrictions. Guest Speaker Mary O’Brien “Are you Bugged” presented at each event.</p> <ul style="list-style-type: none"> • Proston Hall - Friday, 28 November 2020 • Murgon Hall - Saturday, 29 November 2020 • Blackbutt Hall - Thursday, 3 December 2020 • Kingaroy Hall - Friday, 4 December 2020 <p>A Partnership Agreement has been signed with BIEDO to deliver the following initiatives</p> <ul style="list-style-type: none"> • Engagement of a Drought Resilience Officer; • Implementation of Business Extension Program; • Provision of Strategic Economic Development Support to Council; and • Development of an Adverse Event Plan 			
Council Branding	Development of a Council Style Guide and consistent implementation of the same	Executive Services / Office of the CEO	Council Departments
<p>Update as at 31 March 2021: Style Guidelines developed and adopted by Council at the August General Meeting - Resolution No. 2020/80. Progressing Corporate templates and standardisation of corporate logos on uniforms and corporate documents.</p>			

Goal EC2: Sustainable community groups

Strategy: EC2.1 Encourage and support community organisations to enhance their sustainability			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department / Branch</i>	<i>Key Partners</i>
Community Grants Program	Delivery of the program on behalf of Council within budget complying with the Community Grants Program Policy Review of program and policy considering the audit report by QRIDA, changes in legislation, feedback ongoing and consultation with Council	Community	South Burnett community; Elected Members; Queensland Rural and Industry Development Authority (QRIDA)



	Include a grant category for Rural Services related activities		
<p>Update as at 31 March 2021: Round One (1) advertising prepared and released during August. Council received 35 applications in the following categories: Australia Day Event -2, Community Events – 6, Community Hall Insurance – 5, Healthy Communities – 2, Project/One-off program – 16, RADF – 2, School Awards – 2. The successful Round One (1) applications were announced at the Ordinary Meeting of Council in October. Council has been advised the outcome of the RADF Bid for 2020/21 and was successful for \$15,800 Arts Queensland funding added to Council’s contribution of \$10,579 combined with the previous year’s surplus of \$6,554 providing a total of \$32,933 funded for projects and RADF application rounds. Review of the Community Grants Program commenced in October 2020 with a workshop held with Councillors in November 2020. Individual consultation sessions were conducted between October and November 2020 with each Councillor, the Chief Executive Officer, the General Manager Community, the Manager Social & Corporate Performance and the Community Grants Development Officer. The draft policy has been prepared and will be progressed during the third and fourth quarter by the Community Department. It is envisaged that the revised draft policy will be adopted by Council in time for the release of the 2021/2022 Community Grants Program.</p> <p>A special round for the Community Australia Day Events was opened in November closing late December. Seven (7) applications were received and successful for events to be held on 26 January 2021. The Community Grants Program was transferred officially under policy from Finance & Corporate / Social & Corporate Performance to Community Department in March 2021 as per Council resolution with the name change of Social & Corporate Performance to Corporate Services.</p> <p>Councillor Discretionary Fund has distributed year to date \$6,065.10 for a variety of projects from an outdoor timber buddy bench to sand & mud pit covers.</p> <p>Round Two (2) advertising prepared and released during January and February. Council received applications in the following categories: Community Events – 8, Community Hall Insurance – 3, Healthy Communities – 3, Project- Program One-Off – 24, School awards – 1 and RADF – 4. Council will announce the successful applicants at the April Community Standing Committee Meeting. In Round Two (2) Council funded 31 organisations totalling \$61,037.00.</p> <p>The total breakdown per category for the 2020-21 year is as follows;</p> <p>Community Events Sponsorship - \$22,900, Hall Insurance - \$7,920.00, Australia Day Events Sponsorship - \$8,814.90, Healthy Communities Sponsorship - \$8,600, Project/Program One-Off Sponsorship - \$57,855.50, School Awards - \$1,100 and RADF - \$13,850.00</p> <p>Councillor Discretionary Fund has distributed year to date \$11,040.94 for a variety of projects.</p>			
Provide support for grants processes for community groups to improve leased premises in line with asset management plans	Engage with community groups at concept stage to align with asset management plans	Community / Property	South Burnett Community Groups; DNRM
<p>Update as at 31 March 2021:</p>			



Progressed new and renewal of existing community leases of Council owned land and facilities. Council has resolved to entered into these leases at the Ordinary Meetings of Council.			
Proactively engage with community and other partners to promote activities and events that support community well-being and economic outcomes	Support community events and programs	Community	South Burnett Community
Update as at 31 March 2021: As per Drought Communities Programme update			

Goal EC3: An active safe and healthy community

Strategy: EC3.1 Facilitate the implementation of Council's Sport and Recreation Plan			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department / Branch</i>	<i>Key Partners</i>
Implementation of the Sport & Recreation Infrastructure and Strategic Plan (<i>within budget limitations</i>) in conjunction with the applicable Asset Management Plans	Support and advice to community and local clubs on funding opportunities Undertake annual review of plan and report on number of priority actions completed within budget limitations	Community / NRM & Parks	Queensland & Federal Government; South Burnett community groups
Update as at 31 March 2021: Ongoing, Parks Coordinator working with local sporting clubs to assess any upcoming funding opportunities.			
Stocking of fingerlings Boondooma & Bjelke-Petersen Dams	Undertake annual financial contribution to Fish Stocking Groups. Fingerlings released in all dams	Community / NRM & Parks	Boondooma & Bjelke-Petersen Fish Stocking Associations
Update as at 31 March 2021: Not started, will work with the Fish Stocking Clubs to value add to their existing release program. Fingerlings have been released into both Boondooma & Bjelke-Petersen Dams by the respective fish stocking groups.			
Actively seek and encourage major sporting events to the region	Secure major sporting event Number of events / participants /supporters	Community / NRM & Parks	South Burnett community groups; Queensland Government
Update as at 31 March 2021:			

No Activities programmed. Note: COVID 19 restrictions may limit ability to deliver activities			
Coordinate Healthy Active Programs	Develop a program in consultation and undertake events/programs in partnership Number of events/participants	Community / NRM & Parks	South Burnett community groups; Queensland Government
Update as at 31 March 2021: No activities programmed, COVID19 restrictions may limit the ability to deliver some programs.			
Strategy: EC3.2 Enhance community culture through the support of initiatives and the provision of community facilities			
Key Activities	Outcomes/ Measures	Lead Department /Branch	Key Partners
Develop a Lease Policy and Procedure Progress a review of all arrangements with community groups introducing consistent leasing terms when entering into lease arrangements	Council Lease Policy developed and adopted All new leases/licences have standard terms	Community / Property	Queensland Natural Resource Management; South Burnett community groups
Update as at 31 March 2021: Draft standard aerodrome lease under review. Revised Disposal of Real Estate Policy progressing draft. Development a draft procedure to community groups seeking support or approvals to upgrade facilities.			
Manage community leases of Council-owned premise through the Council Lease Register. Lease invoicing, Lessees contact and insurance information updated. Manage leasing requests in accordance with existing lease terms and agreements	Lease documents prepared and uploaded into Lease Register Invoices issues monthly or annually as per Lease agreement. Lessee contact details and insurance details updated annually Requests acknowledged within five (5) business days providing an expected timeframe for an outcome	Community / Property	Queensland Natural Resource Management; Sport and Recreation
Update as at 31 March 2021: Invoices issued as part of operational activities - ongoing. Lease Register maintained ongoing. Within the third quarter, Council has received seven new lease enquiries, two new renewals to community groups, one licence terms which have been approved by Council for follow up with a community group and two leases which are in the finalisation stages.			



<p>Implementation of Swimming Pool Service level agreements and Capital improvements</p>	<p>Improvement plans and service agreements delivered within budget and agreed scope.</p>	<p>Community / Property</p>	<p>Queensland Department of Education; Schools Principals; School P & Cs; Pool Managers or Lessees; Queensland Royal Life Saving</p>
<p>Update as at 31 March 2021: All pools within the South Burnett have remained open and fully operational this swimming season, with all pool managers within agreements. A Building Better Regions Fund Round 5 Application was placed to begin renovation works at the Wondai Memorial Pool, this project is designed to enhance tourism within the South Burnett and provide a nicer place for locals to visit and utilise. Capital Works Projects were commenced at the South Burnett Aquatic Centre in Nanango, and a Drought Communities Program at the children’s pool at the WJ Lang Pool in Kingaroy. COVID safe plans and requirements have been implemented at all pool facilities i.e. cleaning procedures, sneeze guards, number of visitors within facility monitored, recording of visitor attendance in and out of pool facilities.</p>			
<p>Implementation of Community Hall maintenance and services within Operational budget</p> <p>Manage hall bookings and hall equipment</p>	<p>Seven well-maintained and cleaned community halls, which are made available to hirers</p> <p>Half hirer Agreements and Fees and Changes managed within Council Hall Management systems (TechOne Business System)</p>	<p>Community / Property</p>	<p>South Burnett Community</p>
<p>Update as at 31 March 2021: Customer Services Team has assisted the community in understanding the changed requirements relating to the bookings of Council hall facilities due to COVID-19 Pandemic management restrictions. The team has processed bookings for Proston Culture Centre, Nanango Cultural Centre, Kingaroy Town Common Hall, Kingaroy Town Hall, Maidenwell Town Hall, Wondai Town Hall, Murgon Town Hall, Proston Town Hall. Hall hirer agreements completed, and charges managed as per Council’s business system requirements.</p>			
<p>Support community organisations in the management and leasing or disposal of Council owned halls</p>	<p>Community groups have up to date and consistent leases. Council partners with committees for management and capital improvements to the halls</p>	<p>Community / Property</p>	<p>Community Hall Committees</p>
<p>Update as at 31 March 2021: Capital works have been identified within the 2020/2021 budget and scoping works have commenced. External grant funding has been secured for components of work. A new lease arrangement with the Mondure Hall Committee is currently within the discussion phase.</p>			



Capital Works Projects have commenced and been completed at various community halls, such as Durong Hall, Cloyna Hall, Maidenwell Hall, Nanango Cultural Centre and the Proston Show Ground Pavilion.			
Implementation of Reactive and Preventative maintenance programs for Community Facilities	Provide safe and cleaned facilities for the community to utilise	Community / Property	South Burnett Community
Update as at 31 March 2021: A process is in place to identify preventive maintenance as a result of the outcome of the Asset condition assessments – ongoing. Reactive maintenance is assessed and undertaken as required. Increased cleaning programs have been implemented across all Council facilities, installation of sneeze screens, hand sanitiser stations etc have been put in place to assist visitors and staff meet COVID 19 requirements.			
Implementation of Maintenance programs and Capital works programs within Building and Property managed assets	As per the asset management plans, implement the maintenance and capital works programs within budget.	Community / Property	South Burnett community groups
Update as at 31 March 2021: Maintenance and renovations have commenced at various building and property asset locations under the Capital Works Program. Assets include Ringsfield House, Boondooma Homestead and the Wondai Sportsground.			
Provide project support to Wondai Showgrounds Cattle Arena Upgrade project <i>(if successful with grant)</i>	Provide Project Management for the construction of new cattle arena Implement site levelling and earthworks in preparation for the building a new cattle arena and cattle stalls	Community / Property	Wondai Agricultural, Pastoral and Industrial Society Inc.
Update as at 31 March 2021: External grant funding has not been secured at this time. Consultant has been engaged to design and cost the repair works to Wondai Grandstand and Wondai cattle stalls. The designs will be presented to Council for future budget consideration.			
Maintain Maidenwell Sportsground, Hivesville sportsground, Tingoora sportsground, Proston Showgrounds	Four (4) well maintained facilities and grounds	Community / Property	South Burnett community
Update as at 31 March 2021: Maintenance undertaken as assessed and as per budget allocation. Increased cleaning programs have been implemented across all Council facilities Under the Capital Works Program, the decking at the Maidenwell Sportsground has been upgraded.			
Maintain leases with showground committees within Wondai, Murgon, Nanango and Proston	Leases in place and operational for four (4) Showground Committees	Community / Property	South Burnett Show Societies
Update as at 31 March 2021:			

Three (3) leases in place.			
Maintain lease agreements with Sportsground Committees, Tennis, Netball, Cricket, Football, Soccer, Equestrian, Murgon PCYC and other sporting facilities and land	Leases in place for all sporting associations utilising Council facilities and land	Community / Property	Lessees
<p>Update as at 31 March 2021: Leases in place and operational. New leases draft as need arises. Kingaroy Junior Soccer Club have received their new lease for consideration.</p>			
Investigate the opportunity for an arts production to come to the region which enhances the arts culture in the community through cost recovery model	Production is supported through ticket sales to recover costs	Executive Services / Office of the CEO	South Burnett art groups; External Arts production provider
<p>Update as at 31 March 2021: Investigation and consultation undertaken with a production company for opportunity in 3rd quarter of reporting period. Proposal discussed with Councillors at workshop and opportunity has limited available dates which do not work with Council timelines. Further, 'Margaret Fulton' the musical tentatively booked for 24 April 2021. Identified 'Mayor for a Day' as tentative event for 2021-22. Advice received that "Margaret Fulton" the musical would not proceed. Opportunity to support Opera Queensland for regional touring production for 2021 - <i>Are You Lonesome Tonight</i>. Proposed for 15 June 2021.</p>			
Deliver public library services to the region pursuant to the State Library of Queensland Service Level Agreement and First 5 Forever Family Literacy Initiative.	Services and Programmes delivered; Patronage Statistics	Community	South Burnett Community
<p>Update as at 31 March 2021: On 17 March 2021 South Burnett Libraries eAudiobook and eMagazine content with RB Digital transferred to the Libby, by OverDrive app. During March 2021, the Kingaroy and Murgon Library's junior areas were refurbishment with the addition of forward-facing display features and new shelving. The reintroduction of library programming has been scheduled for Monday 19 April 2021. July 2020 - March 2021: 3,669 physical resources and 473 electronic resources were added to the collection using funds allocated by the State Library of Queensland's Public Libraries Grant. 82,773 physical items loaned and renewed, with 147,192 returned. 9,408 customer reservations were satisfied. 750 new members joined the service.</p> <p>Strategy: EC3.3 Advocate for improvements in community safety</p>			



<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Continuation of the hospital board foundation fundraising and ongoing monitoring of the operations in relations to the operation of the Lady Bjelke-Petersen Community Hospital	Use of facility; Number of meetings of the foundation and amount of funds raised	Executive Services / Office of the CEO	Partnership with DDHB and Public Health Network; Southbank Day Hospital
<p>Update as at 31 March 2021: Board meeting held 14 July 2020. Development of the strategic plan and discussion of future of foundation in support of health services within the region and the Lady Bjelke-Petersen Community Hospital. Development of audited statements and directors report. Board renewed - Councillors working with service provider, South Burnett Community Hospital Foundation Board and State and Federal Government agencies regarding maintaining operations until 30 June 2021. Structure and role of the hospital will be considered for new financial year. Investigations to commence into building use. Board Meetings 6 October, Presentation of audit and financial statements, management representation, Directors Report and Closing report. Board also met on 24 November for discussion regarding future of community hospital. Final meeting for the year held 8 December for second quarter reporting period which will have SBRC Foundation Final Management Letter 2020 tabled. Site tour organised for Councillors and board member of facility. Continued advocacy for operational and capital funding streams for facility and services.</p>			
<p>Strategy: EC3.4 Manage identified public health and environmental issues in accordance with relevant legislation</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Public health licence applications, routine inspections of licensed premises, customer request management and mosquito management	Development of and implementation of regular statistical reporting on activities.	Community / Environment & Waste	Queensland Health
<p>Update as at 31 March 2021: Environment and Waste Services continued to report regularly on various operational statistics to the monthly Community Portfolio Meeting and now to the Executive and Community Standing Committee Meeting, which all Councillors normally attend. This has been occurring since the commencement of the 2020/2021 financial year.</p>			
Regulation of Council's Local Laws	Development of and implementation of regular statistical reporting on activities.	Community / Environment & Waste	RSPCA; Queensland Department of Agriculture and Fisheries;

			Queensland Biosecurity Department drumMUSTER; Queensland Main Roads
<p>Update as at 31 March 2021: Environment and Waste Services continued to report regularly on various operational statistics to the monthly Community Portfolio Meeting and now to the Executive and Community Standing Committee Meeting, which all Councillors normally attend. This has been occurring since the commencement of the 2020/2021 financial year.</p>			
Adopt and implement a compliance strategy	Strategy developed and adopted	Community / Planning & Land Management	
<p>Update as at 31 March 2021: Enforcement responsibilities relating to Animal Management breaches of the Council's Local Laws are regularly discharged. CRMs are the primary source for initial investigation.</p>			
Maintain and provide public access to a register of testable backflow prevention devices, greywater use and on-site sewage facilities under the Plumbing and Drainage Regulation 2019, Part 8, Division 2	Registers updated within five (5) days of permit issue, service reports entered within five (5) days of receipt, service reminders issued within ten (10) days of the end of each quarter.	Community / Planning & Land Management	
<p>Update as at 31 March 2021: Registers are updated as required. Reminder notices not issued due to resource constraints, but vacant administrative position now filled and recruitment for second plumbing inspector to undertake compliance activities has commenced.</p>			

Strategy: EC3.5 Recognise and embrace the region's cultural diversity			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Promote and deliver the Indigenous Affairs Fund as part of the Community Grants Program	This Council funding recognises that small activities, projects and events, deserving of support from Council, come up in an ad hoc way throughout the year. Organisations can apply for funding to support their	Community	South Burnett community organisations

	initiatives such as those associated with NADIOC and Reconciliation Week		
<p>Update as at 31 March 2021: A short clip has been developed to promote this category as part of the advertising for Round One (1). This category is highlighted in some of the advertising as being available all year round. Further promotion will occur out of round post September 2020 with the focus primarily on the Round categories in the first quarter. Council has received two (2) applications to date and funded a total of \$4,500.</p>			
Reconciliation of traditional custodians	Council acknowledge and participate in official activities associated with recognising the Traditional Custodians of the land on which Council gathers/meets paying respects to their Elders past and present.	Executive Services / Office of the CEO	Council Departments
<p>Update as at 31 March 2021: Aboriginal and Torres Strait Islander Flags displayed in Council Chambers, Acknowledgement of Country incorporated into and conducted at General Meetings. Increased cultural diversity introduced into staff inductions. Cultural diversity introduced into staff and volunteer inductions. Online Council Cultural Awareness training available to all staff. Temporary additional flagpole installed with two flagpoles to be installed at Sir James Heading Memorial Park, Murgon for display of Australian Aboriginal and Torres Strait Islander flags. Australian Aboriginal flag raising ceremony held in Murgon 12 November 2020 to coincide with NAIDOC Week. Four new flag poles erected in Les Heading Park Murgon and both Aboriginal and Torres Strait Islander Flags Raised. Discussion commenced for Reconciliation Action Plan.</p>			

Theme 2 : Our Environment – A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.

Goal ENV1: Our region's environmental assets are promoted, protected and enhanced

Strategy: ENV1.1 Protect and enhance the diverse array of Council controlled natural assets			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Manage environmental authority registration applications, routine inspections of registered activities and environmental protection customer request management	Development of and implementation of regular statistical reporting on activities.	Community / Environment & Waste	Department of Environment and Science
<p>Update as at 31 March 2021:</p>			



<p>Environment and Waste Services continued to report regularly on various operational statistics to the monthly Community Portfolio Meeting and now to the Executive and Community Standing Committee Meeting, which all Councillors normally attend. This has been occurring since the commencement of the 2020/2021 financial year.</p>			
<p>Illegal dumping surveillance, investigation and enforcement</p>	<p>Development of and implementation of regular statistical reporting on activities.</p>	<p>Community / Environment & Waste</p>	<p>Department of Environment and Science</p>
<p>Update as at 31 March 2021: There has been a delay in implementing the littering and illegal dumping State Partnership grant due to COVID-19 and subsequently co-ordinating with the North Burnett regional Council and Cherbourg Aboriginal Shire Council. It is still hoped that advertising for a joint Littering and Illegal dumping Officer to be shared between the three (3) Shires will occur in early 2021. Environment and Waste Services report South Burnett illegal dumping statistics to the monthly Executive and Community Standing Committee Meeting.</p>			
<p>Undertake fire management programs across the region</p>	<p>Undertake annual fire risk, assessment and resource requirements with Queensland Rural Fire Service;</p>	<p>Community / NRM & Parks</p>	<p>Queensland Rural Fire Service/QFES</p>
<p>Investigate Fire Management options for entry corridors and Council controlled land</p>	<p>Operation Cool Burn Complete 100% of program</p>		
<p>Update as at 31 March 2021: Annual prescribed burn meeting held in February with QFES and brigades to determine priorities on Council land. Area Fire Management Group Meeting held in February with QFES, DTMR, QPWS and HQ Plantations to determine regional priorities. Three Council properties identified as regional priorities being: Staines Road Reserve, Boondooma dam and Booie Reserve. A further nine burns are scheduled within Council reserves across the region. All Fire trails have been established and notification completed for the commencement of prescribed burns mid April.</p>			
<p>Adoption of a heritage plan for Boondooma homestead</p>	<p>Strategy adopted and implemented</p>	<p>Community / Property</p>	<p>Community organisations; Building and Planning</p>
<p>Update as at 31 March 2021: Council and the Boondooma Homestead Committee Incorporate collectively submitted a grant application for a Conservation Management Plan. Council has commissioned the assistance of Extent Heritage to assess and identify restoration works and requirements for heritage approvals of heritage listed Boondooma Homestead and the "Murgon Shops" in Lamb Street, Murgon.</p>			
<p>Strategy: ENV1.2 Promote and improve Council's natural resource management and bio-security activities</p>			
<p><i>Key Activities</i></p>	<p><i>Outcomes/ Measures</i></p>	<p><i>Lead Department /Branch</i></p>	<p><i>Key Partners</i></p>



Implement on-ground declared and environmental weed control programs	Treat all known areas of high risk and restricted weeds Complete 6000hrs of treatment	Community / NRM & Parks	Contractors South Burnett landholders
Update as at 31 March 2021: 500 hours completed. Treatment restricted to districts that have had rain and weed treatment will be effective.			
Implement Transport and Main Roads element 5 program for control of high risk and restricted weeds on Main Roads	Compile a treatment program and receive approval and funding from TMR Complete the program approved and expend the budget provided by TMR	Community / NRM & Parks	Queensland Main Roads
Update as at 31 March 2021: Contract for 20/21 developed and approved. Works commenced on Mother of Millions program.			
Undertake a robust Rural Service and Pest Management program	Meets legislative and customer expectations Record the number and type of assistance programs delivered each quarter for baiting and feral animal control, equipment loan, wandering livestock and grazing permits issued	Community / NRM & Parks	South Burnett landholders
Update as at 31 March 2021: Landholders assisted with weed control – 217 Landholders assisted with feral animal control – 245 Landholders assisted with equipment loan for weed and pest management – 77 Wandering livestock requests – 105 Grazing permit applications – 1			

Goal ENV2: Environmentally responsible and efficient waste management

Strategy: ENV2.1 Provide efficient and effective waste management services			
Key Activities	Outcomes/ Measures	Lead Department /Branch	Key Partners



Compliance with Council's Environmental Authority for Waste Disposal	Acceptable Audit by the State Department of Environment and Science	Community / Environment & Waste	Queensland Department of Environment and Science
Update as at 31 March 2021: No specific audits/inspections from the State Department of Environment and Science of any Waste Facilities in the 2020/2021 financial year so far.			
Provision of acceptable and environmentally responsible waste management facilities	Two (2) acceptable internal audits per year of Council's Waste Facilities	Community / Environment & Waste	Queensland Department of Environment and Science
Update as at 31 March 2021: No formal internal audits have as yet been conducted of the Council's Waste Facilities. First formal internal audit to be conducted early 2021. Informal assessments are carried out regularly when Waste Services staff are at site servicing the facilities.			
Administration of State Waste Levy	Monthly reporting and payment of Waste Levy liability to the State Department of Environment and Science on waste tonnages disposed of to landfill	Community / Environment & Waste	Queensland Department of Environment and Science
Update as at 31 March 2021: Council's Waste Services has continued in the 2020/2021 financial year to collect data, report and lodge State Waste Levy Liability payments to the State.			
Collaboration with neighbouring regions in the Implementation of the Regional Waste Management Strategy	Attendance at Wide Bay Burnett Regional Organisation of Council's Waste and Recycling Advisory Committee (WBBWRAC) Meetings	Community / Environment & Waste	Wide Bay Burnett Regional Organisation of Council's Waste and Recycling Advisory Committee
Update as at 31 March 2021: There has been two (2) meetings of the Waste and Recycling Advisory Committee (WBBWRAC) and the of the Wide Bay Burnett Regional Organisation of Councils so far in the 2020/2021 financial year in August and October 2020. Council's Waste Services were represented at both of these.			
Adequate provision and suitable location of public place waste bins and the timely collection thereof	Public placed bins collected twice weekly	Community / Environment & Waste	Waste Services; Parks & Gardens
Update as at 31 March 2021: This measure has been achieved for the first half of the 2020/2021 financial year.			



Provision of cost effective and environmentally responsible waste collection services	Equal to or less than 1 missed wheelie bin collection per 1000 services	Community / Environment & Waste	JJ Richards and sons Pty Ltd
<p>Update as at 31 March 2021: This measure has been achieved for the first half of the 2020/2021 financial year. A total of 366,892 wheelie bin potential collections will have been conducted. And as at 30 September there have only been 34 missed wheelie bins. This equates to a collection rate of significantly less than the Contract Key Performance Indicator Parameter of no more than one missed wheelie bin collections per 1000 services.</p>			
Investigation of Recycling options	Review of recycling options undertaken	Community / Environment & Waste	
<p>Update as at 31 March 2021: A review of potential recycling options for waste timber, green waste, batteries and paint has occurred in the first half of 2020/2021.</p>			

Theme 3: Growth and Opportunity - A strong and sustainable regional economy supported by diverse sectors and innovative planning mechanisms

Goal GO1: A strong and sustainable regional economy

Strategy: GO1.1 Implement the Council's Economic Development Strategy			
<i>Key Activities</i>	<i>Outcomes/Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Review and implement Council's Economic Development Strategy	Draft strategy placed on community consultation and adopted by Council; Implementation of Economic Development Strategy and objectives contained within plan	Community	DSDMIP; Industry; BIEDO; Chambers and business associations
<p>Update as at 31 March 2021: Development of Economic Strategy placed on hold for 1st quarter whilst Corporate Plan process commenced. Expected to recommence development of the plan in the 2nd quarter of the year. Previous drafts of the plan to be reviewed in accordance with Council's forward strategies. Continued engagement with BIEDO, DSDTI and RDA. Review of REDAC Regional Strategy at ROC level – yet to be finalised. Council to consider 3rd quarter concept of Regional Development Strategy incorporating Economic Development.</p>			



New business attraction through a region wide ideas package which will also increase capital investment in the region by development of a regional investment information pack	Business investment strategy finalised and implemented	Executive Services / Office of the CEO	DSDMIP; Industry; Chambers and business associations
<p>Update as at 31 March 2021: Council workshop with DSDTI in July which reported on work previously completed which includes:</p> <ul style="list-style-type: none"> • The Benchmark report. • The Benchmark Action Plan that details specific actions that could enhance Council investment readiness score. • The Investment Readiness Report. <p>Continued engagement with DSDTI, RDA and BIEDO. Review of REDAC Regional Strategy at ROC level – yet to be finalised. Draft Economic Development Strategy reviewed and renewed to reflect Council’s direction. End result a drafting of a Regional Development Strategy. Development of a draft for presentation to full Council in 4th quarter of financial year. Public consultation will take place upon acceptance of the draft by Council.</p>			
Work collaboratively with neighbouring Councils for operation and future opportunities for Rail Trails	Number of meetings held, investigation of collaborative ventures	Community	Neighbouring Local Authorities; Parks NRM and Executive
<p>Update as at 31 March 2021: Collaboration opportunities discussed at Councillor level with neighbouring local government areas and with community groups. Limited progress towards collaboration with neighbouring Councils, however, ongoing discussions have been held regarding proposed rail trails and the Brisbane Valley Rail Trail section.</p>			
Develop a Dam Strategy and Master Plan as a key tourism and recreational facility for the region ensuring that Boondooma and Yallakool are functional destinations	Seek external funding for development of a master plan. Successful placement of management of the dams through contract after tender. Number of visitations and return on investment Maintained and serviced to meet expectation of our customers < 5 complaints per facility in any quarter	Community	
<p>Update as at 31 March 2021: Investigations undertaken regarding a partner(s) for 5-year dam strategy commenced. No further progress to date regarding dam strategy.</p>			

Goal GO2: Balanced development that preserves and enhances our region



Strategy: GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Assess development applications in a timely manner in accordance with the legislation in order to achieve long term sustainable development for the South Burnett Region	Process 85% of Planning Development Applications within 45 days or less	Community / Planning & Land Management	
	Process 85% of Building Development Applications within 45 days or less		
	Process 85% of Plumbing Permit Applications within 10 days		
	Process 90% of Concurrency Agency referrals within 10 days		
<p>Update as at 31 March 2021: Statutory processing timeframe were as following Planning Applications – Code: 80% processed within 45 days Planning Applications – Impact: 85 % processed within 75 days Building Applications: 100% processed within 45 days Plumbing Applications: 60% processed within 10 days Concurrency Agency Referrals: 100% Maternity replacement for 12 months for additional administrative support for building certifier has been recruited and will commence employment in April 2021. Positions for additional building certifier and plumbing inspector has been advertised with appointment likely in next quarter.</p>			
Actively participate in Dispute Resolution Mediation in relation Planning & Environment Appeals lodged for development permits issued by Council	Disputes are settled within Court appointed timeframe	Community / Planning & Land Management	Legal Counsel; Expert Witnesses; Parties
<p>Update as at 31 March 2021: None undertaken during 2nd quarter as Council decisions were not subject to appeal. No appeals received during 3rd quarter.</p>			
Undertake a major amendment to the South Burnett Regional Council Planning Scheme	Complete and adopt major amendment to the South Burnett Regional Council Planning Scheme to address implementation and compliance issues	Community / Planning & Land Management	Planning Consultant; State Department
<p>Update as at 31 March 2021: Timeframe has been prepared to align with the Minister's guidelines for making a major amendment to the planning scheme. Resolution to undertake major amendment adopted at January 2021 general meeting.</p>			

Resolution to adopt economic support instrument under section 68E of the <i>Planning Regulation 2017</i> adopted at January 2021 general meeting.			
Amendment of Infrastructure Charges Resolution	Review and adopt changes to Council's Infrastructure Charges Resolution.	Community / Planning & Land Management	Infrastructure Department
<p>Update as at 31 March 2021: Review has commenced and outcome subject to capital works programmes review undertaken by Infrastructure Department. Infrastructure Charges reduction and planning incentive adopted by Council at general meeting in November 2020 to provide reduce charges for certain development completed prior to 30 June 2022. Police to reduce infrastructure charges for community groups and non-profit organisations adopted at November 2020 general meeting.</p>			
Provide development engineering advice to internal and external customers	Provide advice for 80% of requests within 5 days	Community / Planning & Land Management	Infrastructure Department
<p>Update as at 31 March 2021: Target has been met by employment of contractor. Contractor retained and target met.</p>			

Goal GO3: The South Burnett is a recognised tourism destination

Strategy: GO3.1 Promote and support the development of the South Burnett as a premier tourist destination			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Review of the VICs	Investigation and review undertaken	Executive Services / Office of the CEO	Volunteers and Community
<p>Update as at 31 March 2021: Operation of the VICs undertaken with public calls for volunteers. Information and previous reports into the VICs circulated to Councillors. Emphasis on maintaining services with VICs and Volunteer recruitment campaign. Discussions have commenced with regards to reopening of Blackbutt VIC as a potential nonaccredited site. VICs total volunteer hours worked from 1 July to 21 December 2020 – 7,883 hours VICs total volunteer hours worked from 1 January to 31 March 2021 – 4,465.15 hours</p>			
Annual Festival of the Dams Event	Coordination and support of event. Event is undertaken	Community / NRM & Parks	South Burnett community groups

<p>Update as at 31 March 2021: Event undertaken at Boondooma on the 14th – 16th August 2020 and despite the restrictions of COVID19 was well supported by competitors and community. A total of 46 teams competed with a total of 230 legal fish were checked in for scoring over the weekend. The event brings around 200-250 people/families to Boondooma Dam during this weekend. Another successful held Festival of the Dams event was held at Bjelke-Petersen Dam 12/13 September 2020. A Day at the Dam featuring Troy Cassar-Daley and local support acts was held on the 14 November 2020 at Bjelke-Petersen Dam limited tickets due to Covid-19 restrictions – tickets sold out, occupancy increase in park due to concert and social media post-concert from Troy reached 3.2K likes. Planning has commenced for Festival of the Dams on 15/16 May 2021 at Boondooma.</p>												
Maintain and enhance caravan park facilities, camping and rest areas to promote visitation and recreational opportunities	Level of visitation Return on investment	Community										
<p>Update as at 31 March 2021: Despite the effects of COVID19 and the loss of interstate travellers both Boondooma (3073 occupants) and Yallakool (2054 occupants) have seen reasonable visitor numbers for the first quarter. Bookings are already being received for the Christmas period with the long weekend of the 3-5 October well supported with the COVID19 park limit of 500 visitors has been reached at Boondooma. Boondooma Dam Managers resigned 26 February; Bjelke-Petersen Dam Managers are currently managing both Dams until 1 August 2021. Occupancy numbers for both dams have increased dramatically on the previous year's figures.</p> <table border="1"> <thead> <tr> <th>Dam Location</th> <th>2019/20 Aug-March</th> <th>2020/21 Aug-March</th> </tr> </thead> <tbody> <tr> <td>Bjelke-Petersen</td> <td>3905</td> <td>8327</td> </tr> <tr> <td>Boondooma</td> <td>7456</td> <td>12044</td> </tr> </tbody> </table>				Dam Location	2019/20 Aug-March	2020/21 Aug-March	Bjelke-Petersen	3905	8327	Boondooma	7456	12044
Dam Location	2019/20 Aug-March	2020/21 Aug-March										
Bjelke-Petersen	3905	8327										
Boondooma	7456	12044										
Plan, design and develop a sustainable tourism strategy that services and encourages economic growth with the region	Adoption of Tourism Strategy and implementation of plan	Executive Services / Office of the CEO	South Burnett Tourism Advisory Committee; Regional Chamber organisations; Business Groups; DSDMIP									
<p>Update as at 31 March 2021: Development of Tourism Strategy placed on hold for 1st quarter whilst Corporate Plan process commenced. Expected to recommence development of the plan in the 2nd quarter of the year. Development of Tourism Strategy on hold during 3rd quarter pending discussions with VSB. Previous drafts of the plan to be reviewed in accordance with Council's forward strategies. Council partnership with Visit South Burnett Inc. renewed and supported financially. Continuing to work with Visit South Burnett, Drive Inland, Wide Bay Burnett – The Perfect Place, and progressing Council's 'Discover South Burnett'.</p>												



<p>Maintaining Council’s “Discover South Burnett” brand, website and social media. Discussions had with Southern Queensland Country Tourism in regards to future opportunities to promote the region. Ongoing support and discussions for Visit South Burnett – Council has made office space available for Tourism Development Officer in Wondai to assist with their Development. Formal reporting from VSB to Council on progress and KPI’s requested for April 2021.</p>			
Roy Emerson Way	Advocate and pursue	Infrastructure	Blackbutt District Tourism Heritage Association
<p>Update as at 31 March 2021: Advocacy to be commenced post State election. Matter raised by Mayor during Ministerial meetings. Previous correspondence presented to Council Standing and General Meetings in March 2021.</p>			
World Expo 88 Trail	<p>Art Buster Statues – create a trail and put them into the various towns – 20 drovers still available</p> <p>Expo Wall of Fame – Girl Guides Mural wall</p>	Community	South Burnett Tourism Advisory Committee; Regional Chamber organisations; Local business and arts groups;
<p>Update as at 31 March 2021: Engagement undertaken with custodians of art works. Consideration to the engagement of an Arts Development Officer in 3rd and 4th quarters. Expo Clown stature being reviewed for condition and display potential.</p>			
South Burnett Arts Development Strategy	To progress an Arts Development Strategy to encourage and foster the arts in the South Burnett community	Executive Services / Office of the CEO	South Burnett arts community
<p>Update as at 31 March 2021: Meetings held with Galleries. Art projects being conducted through CQRSN and SB Arts. Draft Arts Culture and Heritage Policy developed. Draft Policy presented to Executive, Finance and Corporate Standing Committee on 9 December 2020. Draft policy current out for community consultation. Report scheduled for presentation at Ordinary Meeting of Council in early 2021. Council proposes to engage an Arts Development Officer in the second half of the financial year to compliment the Regional Arts Development Fund (RADF) and Arts Policy. Workshop also held in second quarter with CQRSN. South Burnett Regional Council Arts, Cultural and Heritage Advisory Committee endorsed by Council resolution and a Terms of Reference for the committee adopted by Council.</p>			

Theme 4: Organisational Excellence - An organisation that is characterised by effective leadership, responsible management and quality service delivery



Goal EXC1: Effective financial management

Strategy: EXC1.1 Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community	Whole of life costing is considered for all new capital works	Infrastructure	Senior Management Team; Elected Members
Update as at 31 March 2021: Whole of life costing model to be reviewed with asset management plans and formation of 10-year programs and long-term financial plans. Project expected to commence in the third quarter.			
Strategically upgrade and improve council information technology systems	Improved performance and efficiency of Council corporate systems Implement live streaming of Council Meetings	Finance & Corporate / Information Communication Technology (ICT)	Senior Management Team
Update as at 31 March 2021: Live stream solution commissioned and operating. Viewing stats forwarded to GM Finance and Corp and available by request. Commenced TechOne SaaS Transition project and initiated discovery workshops. Key milestones updates to be provided at next review.			
Identify land holdings that could be offered for sale to support financial efficiency but retain service delivery	Properties that could be offered for sale on the open market are investigated and reported to Council for consideration	Community / Property	Senior Management Team; Elected Members
Update as at 31 March 2021: A Lands Investigation Officer has been appointed to a new position and has commenced their land investigations and review of land assets.			
Operate in accordance with the adopted budget	Compliance with budget limits. Regular quarterly budget reviews Monthly reporting of budget variations and financial sustainability markers	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: Monthly reporting for July – March has been completed. First Quarter and second quarter budget amendments have been adopted. Third quarter budget revision presented and adopted at March General Council Meeting.			



Implement long term financial planning to reduce financial risks and ensure financial sustainability	Maintain and monitor a current 10-year Long Term Financial Plan Long Term Financial Plan to form part of Finance Monthly Report to Council	Finance & Corporate	Senior Management Team; Elected Members; South Burnett community
Update as at 31 March 2021: Long term financial plan added to monthly Finance meeting reports. Monthly meeting reports updated to reflect third quarter revisions.			
Develop and implement a performance management and accountability system	Improved executive leadership team performance	Executive Services / People & Culture	
Update as at 31 March 2021: Performance Management Review to be conducted for all senior staff. Reporting on outstanding Council resolutions actioned. EDR's completed 30 October 2020 and Performance Management Reviews to be completed for Senior staff in third quarter. PMR's will include Reporting on outstanding Council resolutions outstanding and actioned. Outstanding Council Resolution report to November General Meeting. This will now be a standard monthly Council report.			
Build diversification of revenue sources and increase percentage of revenue from non-rate sources.	Actively pursue all external funding opportunities. Actively support external funding applications with financial budgeting input	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: External funding sources identified, and budget allocated for these items complimented by milestone reporting. Zero index on 20/21 financial year general rates, to be reviewed in December 2020.			
A long-term focus in our decision making to ensure we have downward pressure on operational expenditure and rates	10 Year Financial Management Plans with consideration of operational expenditure and rates considering ability to pay	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: Consideration of rate payer's ability to pay was incorporated into the original budget when the decision was made to apply a zero index on general rates for the 20/21 financial year. This is was reviewed in December 2020 with a decision to not increase rates. Whole of organisation review is being undertaken to identify cost savings and increase efficiencies.			
Deliver the priorities in the Information and Communication Technology (ICT) and Business Units (TechOne) Department	Business Units mapping of processes in TechOne Full diagnosis of TechOne Dashboards fully implemented	Finance & Corporate / ICT	Senior Management Team; Elected Members



	ICT services supported by state-of-the-art technology		
Update as at 31 March 2021: Eight (8) business unit process mapping sessions completed. Accumulation of outstanding issues related to TechOne centralised. Dashboards development and rollout of (Leave, Budget, ECM Task lists). Initial pilot group (ICT) migrated to exchange online.			
Council decision making that is underpinned by fiscal sustainability	Conduct Budget, Financial and Rating Workshops with Elected Members for the development of the 2021/2022 annual budget Full category Rate Review including averaging and capping Zero Based Budgeting implemented and reviewed	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: First set of rates workshops completed in October and November 2020. Further workshops will be developed as rating decisions are known. 2021/2022 Original Budget workshops have commenced with rating models presented for Water, Sewerage and Waste.			
Review cost allocation methodologies to improve visibility and ability to control overheads	Implement full cost recovery initiatives Undertaken a forensic audit to review cost allocation methodologies	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: AEC Overhead Cost Model implemented and used to calculate admin recoupments for the various departments in preparation for the 2021/2022 budget.			
Compliant with sustainability ratios	Monthly monitoring and reporting of Net Financial Liabilities Ratio	Finance & Corporate / Finance	Senior Management Team; Elected Members
Update as at 31 March 2021: Net Financial Liabilities Ratio reported to Council on a monthly basis. Net Financial Liabilities Ratio is only 1 of 3 ratios in the sustainability guidelines. Operating Surplus Ratio will remain outside the target of 0-10% due to having a deficit budget. Asset Sustainability ratio calculation report has been developed and is currently being analysed for accuracy.			



Goal EXC2: Effective corporate management

Strategy: EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Develop and implement the Council Policy Framework to support strategic planning and compliance with relevant legislation, policies, codes of practice and standards	Adoption and implementation of the Council Policy Framework Number of policies reviewed and adopted /approved Effective implementation of Council policies and procedures	Finance & Corporate / Corporate Services	Senior Management Team; Elected Members
<p>Update as at 31 March 2021: Draft Policy Governance Framework reviewed by Senior Management Team and Council and tabled for consideration / adoption at the Ordinary Meeting of Council, 19 August 2020. Framework policy and procedure signed and implemented. Complete. Number of policies/ procedures/form which have been reviewed/adopted/approved = policies – 30; procedures – 7; forms - 37. Awareness training across the recently adopted policies and procedures has commenced utilising various platforms. Regular awareness training sessions undertaken with Council representatives through various platforms such as skype and committee agendas. Individual enquiries responded to as required. Requests for information (RFI) register has been developed with ongoing updates – 61 RFIs have been received from Councillors and actioned by Senior Management.</p>			
Provide elected members with opportunities and access to quality training, professional development, networking at a local, regional, state and national level	Establish a council training and development plan	Executive Services / Office of the CEO	People and Culture; Elected Members
<p>Update as at 31 March 2021: Councillor training opportunities coordinated by People and Culture Section. Opportunities circulated to councillors as they come available. LGAQ Elected Member Update completed. Dept. of Local Government training in legislation changes completed in reporting period. Mayor and Deputy Mayor attended LGAQ State Conference. Support given for expression of interest by visiting dlgrma.qld.gov.au/WLILG program for Councillors Potter, Frohloff and Schumacher. Two-day Councillor workshop/training conducted on 15/16 February 2021.</p>			
Right to Information and Information Privacy applications are managed and processed in accordance with legislative requirements	100% of Right to Information and Information Privacy applications processed within legislative timeframes	Finance & Corporate / Corporate Services	Senior Management Team; Elected Members

<p>Update as at 31 March 2021: RTI - Five (5) applications received. Three (3) applications processed to completion within legislative timeframes. One (1) application was non-compliant and resulted in an outcome where information had already been provided. One (1) application was received in last financial year was withdrawn by applicant in this financial year during processing within legislative timeframes. RTI External Review: One (1) application currently open in review. IP - Nil applications received to date. 100 per cent.</p>			
Review identified priority Local Laws to ensure relevance to the region and understanding by Council and the community	Relevant priority local laws identified, reviewed and public consultation completed	Community / Planning & Land Management	Legal Counsel; Finance & Corporate Department
<p>Update as at 31 March 2021: Review not commenced due to resource constraints.</p>			
Provide the Delegations and Local Government Authorised Persons governance process	Update and provide delegations and authorisations as approved by Council and the CEO accordingly	Finance & Corporate / Corporate Services	Senior Management Team; Delegations service provider
<p>Update as at 31 March 2021: July - reviewed 15 pieces of legislation and updated delegations for two (2) pieces of legislation with report to the Ordinary Meeting of Council in September. August – reviewed two (2) pieces of legislation and report prepared for the Ordinary Meeting of Council in October. September – reviewed ten (10) pieces of legislation and updated delegations for one (1) piece of legislation with report to the Ordinary Meeting of Council in October. October – reviewed five (5) pieces of legislation and updated delegations for one (1) piece of legislation with report to the Ordinary Meeting of Council in November. November – Nil Legislation updates December – reviewed 1 piece of legislation no delegation updates required January to March – all customer contact staff now titled Customer Service / Administration staff have had instruments of sub-delegations reviewed and reissued. New appointees have been issued with the relevant instruments of sub-delegations and authorised persons powers. Additionally, review and reissue of instruments of sub-delegations and authorised persons has been provided to the following positions as a result of the Branch renaming: Senior Corporate Officer, Coordinator Customer Service, Team Leaders Customer Service, Coordinator Governance and Manager Corporate Services.</p>			
Maintain the legal proceedings and legal advice Registers	Development and implementation of a process by which Council officers can seek external legal advice and representation of legal services on behalf of Council	Finance & Corporate / Corporate Services	Senior Management Team
<p>Update as at 31 March 2021: Process emailed to Senior Management Team for officers to contact Branch to seek approval to utilise the budget. Tracking of utilisation undertaken through CES and ECM business system modules. Maintenance of legal advice / legal proceedings registers undertaken. Completed. Legal Advice and proceedings on the Register (to date): 166</p>			



<p>Capture and correctly manage Council's corporate documents using recordkeeping good practice</p>	<p>Implement staged process of assessing and management of records in storage from pre-amalgamation</p> <p>Ensure that appropriate and accurate records are documented, preserved and made accessible</p> <p>Providing compliance training to Council officers and Elected members</p>	<p>Finance & Corporate / Corporate Services</p>	<p>Senior Management Team; Elected Members</p>
<p>Update as at 31 March 2021:</p> <p>Staged process has commenced with the review, removal or disposal of records as per the retention guidelines for good recordkeeping. Record storage containers located at various sites within Council facilities have been identified with reviews commenced. 343 archive boxes of records have been relocated to Wondai storage facility for review/re-labelling/storage prior to relocation of selected records to offsite storage.</p> <p>Stage 2 has been completed after 200 archive boxes containing building files were packed; labelled and transported from the Kingaroy Office to the Wondai Records Storage Facility. A further 57 archive boxes of Building records were also packed; labelled and transported from the Murgon Office to the Wondai Facility. Review and subsequent retention or disposal of former Murgon Shire Council records in two (2) offsite facilities was scheduled and carried out during the week commencing 16 November 2020. Grace Records Management Toowoomba was engaged to assist the Records staff with the removal and transportation of records. This was a significant amount of work which involved a project to clear; sort; destroy and retain former Murgon Shire Council records housed in the Murgon Soils Laboratory and BIEDO room. These facilities are now empty of all records and continuous work will now be undertaken by the Records team to determine further destruction or retention of files as the sorting of records brought back to Kingaroy is carried out over the coming months. The Records Team Leader has commenced Internal training with Records staff to enable them to deliver basic ECM training to newly appointed Council officers. Right to Information training is in process for the Records Team Leader to assist the Right to Information officer with applications submitted to Council.</p> <p>Continue to process records through ECM and P&R business system modules as per day to day records management operations. Records team has worked with Business systems team to implement changes to the ECM module operations across the organisation introducing streamlined processes for improved efficiency and effectiveness for Council officers registering and retrieving documents within the ECM module. This body of work was significant both in development and roll out within the organisation.</p> <p>Records team members attended the State Archives facility undertaking a tour of the facility. Officers of the State Archives shared information and resources relating to the disposal of source records, records management associated with creating and keeping records for the proactive protection of vulnerable persons, and general information around the retention and disposal schedule.</p>			



Records Team transition to Governance Team has occurred during 3rd quarter with the realignment of functions within the Corporate Services branch. The newly named Governance Team is now responsible for Records Management, Delegations / Authorised Persons, Right to Information & Information Privacy Applications, Register of Registers, Gifts & Benefits Register, Requests for Information Register and Administrative Release Schedule.

Records Processing – utilising ECM Business System Module 3rd Quarter 2020/2021

Total Hardcopy Received 3rd Quarter	1,249
Total Emails Entered 3rd Quarter	2,479
Total Records Up to end of March	3,728

<p>Develop and implement sound corporate risk management and internal audit policies and strategies</p>	<p>Deliver the internal audit function of Council driving the completion of the Audit Recommendation register, administration of the Audit and Corporate Risk Management Committees, facilitating internal audits as per the three (3) years Internal Audit plan</p> <p>Development of the 2020/21 Corporate Risk Register and treatment plans with a review of the associated policies</p> <p>6-mthly update on corporate risk registers and treatment plans</p> <p>Internal review and support the Fraud & Corruption Prevention Management Framework</p> <p>Internal review and support the Internal Audit and Risk Management Framework</p>	<p>Finance & Corporate / Corporate Services</p>	<p>Advisory Committee; Working and Steering Groups; Elected Members; External Auditors</p>
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Update as at 31 March 2021:

Internal Audit Plan 2020/2021 as part of the three (3) Internal Audit Plan has been reviewed and approved by the CEO as per the endorsement of the Corporate Risk and Audit Advisory Committee (former 'Audit Advisory Committee'). Budget allocation for 2020/2021 for two (2) internal audits to be conducted by external provider is being progressed with draft procurement documents prepared to go to market in second quarter to secure an internal auditor service. Process to called for expression of interested closed end December 2020 with review of expressions to be undertaken in third quarter. It is anticipated internal audit to commence by commencement of fourth quarter once procurement process concluded.



Sampling of high-risk administrative processes commenced with a sample of Payroll process completed. Identified processes for sampling will progressively be undertaken as resources allow, expected to be once per month in third and fourth quarter with next sampling to be identification of Public Interest Disclosures.

Final 6-mthly review of the 2019/2020 Corporate Risk Registers and Treatment Plans has been completed with draft documents presented to the CEO for review/approval prior to distribution to the Corporate Risk and Audit Advisory Committee.

Development of the Corporate Risk Registers and Treatment Plans 2020/2021 has been completed and approved by the CEO after endorsement by the Corporate Risk and Audit Advisory Committee in August. The 6 monthly review has commenced with update due by COB 31 December. Registers will be provided to the CEO for signoff and presented at the Corporate Risk and Audit Advisory Committee meeting in February.

Review of the suite of Corporate Risk and Internal Audit (including Fraud & Corruption Prevention Management) policies has been completed with the revised policies approved by Council at the Ordinary Meeting in September. Awareness training sessions have commenced with Council representatives. Renaming of committees has been actioned. Completed.

Expressions of Interest called for three (3) Independent Members for the Corporate Risk and Audit Advisory Committee. Shortlisting has been undertaken with interviews scheduled for mid-January. Induction of successful applicants scheduled to be undertaken prior to next Corporate Risk and Audit Advisory Committee meeting late February 2021.

Corporate Risk and Audit Advisory Committee met in February. The Corporate Risk and Audit Steering Group will meet in April with the Corporate Risk and Audit Working Group scheduled to meet in May prior to the next meeting (end of May) of the Corporate Risk and Audit Advisory Committee. Pacifica Chartered Accountants were the successful tenderer to conduct Council's internal audits. Cyber Security Internal Audit has been finalised and tabled at the Corporate Risk and Audit Advisory Committee in February 2021 with Grants & Donations and Related Parties/ Conflicts of Interest Internal Audits commenced in March.

Encourage and maintain a high standard of leadership and management at all levels of Council and Create a positive future-focused culture that demonstrates and supports Council's values within the workforce	Implement a staff satisfaction survey	Executive Services / People & Culture	Senior Executive Team
<p>Update as at 31 March 2021: Working through a system of communication as a starting point, including increased communications channels to field staff. Regular updates provided by the CEO in addition to messages from Management in Field and Office Handbooks. Continuing to work through and plan a staff satisfaction survey in the last quarter of the plan. Inaugural meeting of the Joint Consultative Committee (JCCC) held on 29 October 2020. Meeting held 4 February 2021. Draft Corporate Plan forwarded to JCC representatives for consultation.</p>			
Ensure ongoing training to 100% of organisation to strengthen focus on code of conduct and managing conflicts of interest and integrity matters	Consistent and regular training sessions and workshops for 100% of organisation	Finance & Corporate / Corporate Services	Senior Management Team; People & Culture



<p>Update as at 31 March 2021: Commenced discussions with People and Culture Branch to consider most effective and appropriate platforms for delivery and engagement. Current Employee Code of Conduct reviewed by S&CP and provided to People & Culture Branch to commence the review of the policy. Gifts & Benefits Policy and Procedure, Acceptable Request Guidelines and Policy Governance Framework awareness sessions conducted with Coordinators and Supervisors through 'Pot of Gold' training sessions. Acceptable Request Guidelines awareness training completed with Council representatives. Ongoing 'policy of the week' has been rolled out to all staff primarily through email and the intranet platforms. Elected members to be included in roll out during 4th quarter. As the organisation embraces and further develops learning platforms such as Microsoft teams, the policy roll out will be adapted to a more fit for purpose delivery approach.</p>			
Review the 2020/2021 Operational Plan	Monthly reviews of Operational Plan by Branches with quarterly progress reporting to Council	Finance & Corporate / Corporate Services	Senior Management Team
<p>Update as at 31 March 2021: Adopted Annual Operational Plan 2020/2021 provided to Senior Management Team for implementation. Monthly reviews by Branches with Senior Management Team. Monthly updates for Finance and Corporate Branches tabled through Portfolio Briefing. 1st quarterly report update called mid-September with timelines for Branches to submit responses so as to meet the reporting timelines for the Ordinary Meeting of Council in October – Council adopted 1st Quarter update at the Ordinary Meeting of Council in October 2021. 2nd Quarter update adopted by Council at the Ordinary Meeting of Council 20 January 2021. 3rd Quarter update completed April 2021 and to be tabled for consideration by Council at the Ordinary Meeting of Council 28 April 2021.</p>			
Business continuity plans to meet organisational needs	Business Continuity Plans and Sub Plans to be developed to reflect the needs of the organisation	Finance & Corporate	Senior Management Team
<p>Update as at 31 March 2021: Business continuity sub-plans in place and tested for COVID-19 pandemic response. Updated plan progressed to be considered as part of the Disaster Management Plan. Business continuity plan to move across to the Disaster Management function to be embedded as of the 4th quarter.</p>			
<p>Strategy: EXC2.2 Appropriately resource the organisation to deliver Council's strategic objectives</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
A Council that makes better informed decisions based on improved report writing which provides a thorough options analysis	Best Practice report writing which provides full background and details for improved and strategic decision making	Executive Services / Office of the CEO	Senior Management Team; Elected Members
<p>Update as at 31 March 2021: New agenda software launched with internal training of staff for administration and report writing. Standardisation of agendas for various council and management meetings. Action reports being produced for Council resolutions and being presented to Snr Management Team.</p>			



<p>Standing Committee Terms of Reference developed and adopted and Standing Committee Meetings conducted. Increased information reporting through Standing Committee process across all departments of Council. Council decision to livestream budget meetings and the development of a budget committee adopted by Council be actioned from April to June 2021.</p>			
Promote a culture of pride and satisfaction amongst the workforce	Recognition program, staff service awards	Executive Services / People & Culture	Senior Management Team; Elected Members
<p>Update as at 31 March 2021: Regularly promoting Zero Hero Awards for recognition, staff service awards for the 19/20 years are almost complete. 10-year service awards will be held in last 3 months of 2020. Zero Hero Award nominations are implemented into bimonthly WHS Committee Meetings, with a voting procedure agreed in this Committee. Over 20 years service recognition luncheon held in August 2020, 10-year service awards completed for 2020 in October 2020. Recognition of Service Policy, due for review by Manager P&C – 4.12.2020 Planning has commenced for the 2021 Staff Recognition Luncheon are progressing for those employees with 20, 30 and 40 years’ service.</p>			
<p>Strategy: EXC2.3 Deliver corporate business solutions that meet corporate and customer needs</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Provide opportunities for a leadership professional development to enhance management and officer skills	Effective utilisation and delivery of Council’s Learning and Development program	Executive Services / People & Culture	Senior Management Team; Elected Members
<p>Update as at 31 March 2021: COVID has put on hold a number of L&D programs however, as restrictions ease, more programs are coming back online. L&D will continue to work with Managers on their needs. As service providers come back online with the lifting of government restrictions due to COVID, more staff are applying for L&D opportunities. L&D opportunities have also been identified in the EDR process, completed 30 October 2020. Regional finalist in Queensland Traineeship Awards. Training of staff in compliance and legislative courses ongoing. Due Diligence & WHS leadership training has been planned for May 2021 with all levels of management, supervisory staff both field and office.</p>			
Review the procurement processes to achieve more efficient procurement outcomes including embedding the preferred supplier arrangements	Effective and efficient stores and procurement function Investigate Centralised Procurement Options High functioning preferred supplier arrangements	Finance & Corporate / Finance	Senior Management Team; Elected Members

<p>Update as at 31 March 2021: Investigate Centralised Procurement process. Changes in procure to pay processes within Tech 1 moving to Cia need to be considered before designing program plan and implementation schedule. Local marketplace has been implemented to enhance local preference in procurement activities. Consultant engaged to review policies and procedures and help with implementation of centralised procurement.</p>			
<p>Security Review including Cyber Security. Ensure the provision of appropriate security systems (including cyber security) and services to protect Council’s data and information</p>	<p>Ensure the provision of appropriate security systems (including cyber security) and services to protect Council’s data and information. Cyber Security to be identified in annual insurance renewal</p>	<p>Finance & Corporate / ICT</p>	<p>Senior Management Team; Elected Members</p>
<p>Update as at 31 March 2021: Hardware refresh of council firewalls to provide additional security features for cloud apps. Review and update of ICT policy. 1st Draft of Bring Your Own Device policy.</p>			
<p>Full review of Plant and Fleet operations</p>	<p>Effective management of Plant and Fleet operations reflecting best practise usage logging, data collection and costings. Review and implement plant replacement program.</p>	<p>Finance & Corporate</p>	<p>Senior Management Team / Elected Members</p>
<p>Update as at 31 March 2021: Inaugural workshop for complete plant and fleet review completed. Two subsequent workshops actioned identifying critical plant and associated cost savings. Process to continue with regular reports to Council on progress.</p>			
<p>Comprehensive Insurance Review</p>	<p>Review of Council insurance</p>	<p>Finance & Corporate</p>	<p>Senior Management Team / Elected Members</p>
<p>Update as at 31 March 2021: Scheduled for October 2020. Key stakeholders i.e. JLT and managers of SBRC to workshop full review including consideration of insurable assets.</p>			

Goal EXC3: A skilled and sustainable workforce

Strategy: EXC3.1 Deliver contemporary human resource practices



<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Review of Recruitment processes/practices	Recruiting the best person for the job	Executive Services / People & Culture	Senior Management Team
<p>Update as at 31 March 2021: Mapping of the Recruitment process was facilitated with Mead Perry. Work now underway to streamline processes and information gathered for recruitment. Review of policy and procedure with Manager People and Culture. Joining with other Local Governments on workshopping SAAS implementation for recruitment module. Continued WIP with refreshing recruitment processes including online where possible.</p>			
Clarifying Organisational Roles and Responsibilities	Review of organisational Structure and Position Descriptions in line to align with Corporate Plan	Executive Services / People & Culture	Senior Management Team
<p>Update as at 31 March 2021: Work in progress. Structure will be aligned to Corporate Plan review and outcomes as required. Review of organisational structure to be completed in line with new adopted Corporate Plan by 30 June 2021. Draft Corporate Plan circulated to all staff and JCC Union Representatives for Consultation February 2021. Continued WIP.</p>			
<p>Strategy: EXC3.2 Promote a 'zero harm' environment through implementation of Council's Workplace Health Safety Plan</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
External Audit 2020 (Health and Safety Plan)	Undertake an external audit	Executive Services / People & Culture	Senior Management Team
<p>Update as at 31 March 2021: Audit was planned, however, COVID restrictions resulted in the external audit being postponed. Will provide update when an audit date is established. Working with LGW to set new date following lifting of restrictions and restrictions as listed in their calendar. Continued WIP due to LGW's plan still being developed.</p>			
Implement corrective actions as outlined in the Workplace Health Safety Audit	100% implementation by 30 June 2021	Executive Services / People & Culture	Senior Management Team
<p>Update as at 31 March 2021: No update as no audit</p>			
<p>Strategy: EXC3.3 Foster an organisational culture which reflects our shared vision and values</p>			



<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Partners</i>
Encourage and maintain a high standard of leadership and management at all levels of Council that's promotes a values-based culture that trains, develops, appreciates and empowers its workforce	HR department delivers cost effective support; Management and leadership satisfaction; Foster diversity, merit and equity, reward and recognition in the workplace	Executive Services / People & Culture	Senior Management Team
Update as at 31 March 2021: Recruitment, employee relations and industrial relations support provided as required with ongoing review of policies and procedures to align practice. Reviews undertaken as programmed for management and leadership satisfaction drawing from several sources. Staff recognition of service awards undertaken through year.			
Review of People and Culture Policies along with Health and Safety Policies	Full review of Policies and Procedures by June 2021	Executive Services / People & Culture	Senior Management Team
Update as at 31 March 2021: Policies and Procedures are now under review with the new Process being resolved by Council. Where possible, P&C will reduce policies and procedures if they can be covered in other areas. Consolidated three superseded policies - Employee Assistance Program Policy, Exit Interview Policy, and Corporate Rehabilitation Policy, and updated and adopted Defence Service Policy and Workplace Health and Safety Policy. Continued WIP.			
Strategy: EXC3.4 Provide appropriate training to ensure a skilled workforce that meets organisational needs			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Training Needs Analysis (TNA) undertaken. Provide training and education programs to increase the capacity of Council officers to understand and exercise their delegations and authorisations	TNA's completed for Business Units At least three (3) training sessions per year	Executive Services / People & Culture	Training Providers; Corporate Services; Senior Management Team; Elected Members
Update as at 31 March 2021: In line with Employee Development Review (EDR)'s a TNA will be developed for each business unit. EDR's are due by 01.10.2020. Internal training sessions completed in the 1 st quarter reporting period. EDR's returned 30 October 2020. LND Officer working on TNAs for each business unit to be actioned (where possible) in 3 rd quarter. Continued WIP.			



Goal EXC4: Effective advocacy and strategic partnerships

Strategy: EXC4.1 Develop and maintain productive working relationships with relevant stakeholders			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Active partner with WBBROC and all of its committees	Number of meetings and representations made	Executive Services / Office of the CEO	Elected Members
<p>Update as at 31 March 2021: WBBROC Regional priorities workshop held in Maryborough 24 July 2020. Participation in WBBROC and RRTG meeting held at Cherbourg on 27 August 2020. Mayor, Deputy Mayor and CEO attended WBBROC workshop 19 November 2020. CEO participated in WBBROC CEO meeting Friday 27 November 2020. Mayor, Deputy Mayor and CEO attended WBBROC Annual and General Meetings 4 December 2020. Mayor and Deputy Mayor attended RRTG on 4 December 2020. Attendance at WBBROC Organisational review workshops as well as WBBROC meeting and RRTG meeting of 12 March 2021. Also participated in WBBROC CEO meetings.</p>			
Collaborate with corporate and key regional and community stakeholders to ensure a unified and strengthened approach to national, state and regional advocacy	Enhancement of regional services and infrastructure Number of meetings and representations made	Executive Services / Office of the CEO	Elected Members
<p>Update as at 31 March 2021: SBRC Advocacy Plan developed and presented to Minister of Local Government, copy provided to Leader of the Opposition. SBRC Advocacy Plan circulated to all candidate for the October 2020 State Election for the seat of Nanango. Deputations undertaken with State Government Ministers and Shadow Opposition spokes persons. Ministerial meetings with the Mayor occurred regularly over the 3rd quarter period.</p>			
Investigate opportunities for improved internet and telecommunications activity	Mobile Blackspot Program Improved connectivity opportunities for high speed broadband Broadband conduit installed during Kingaroy Transformation Project	Executive Services / Economic Development / Community	Government
<p>Update as at 31 March 2021: Information and application submitted for black spot funding. Mobile Phone Tower announced for Cooranga North. Dark Fibre opportunities being explored and being integrated into Kingaroy Transformation project. Meetings and discussions held with QCN Fibre, DSDTI, Gravel Road Consulting, PowerLink Participation and support for the WBBROC Report for the Telecommunications & Connectivity Study</p>			

Site nominations for Mobile Black Spot Program (MBSP) Round 5A			
Strategy: EXC4.2 Advocate Council's strategic and operational position on key issues to government sectors			
Key Activities	Outcomes/ Measures	Lead Department /Branch	Key Partners
Public Health Network	2 Councillor representation, Issue of health services in the region Access to general medical practice (GPs) PHN services on offer and how private hospital can work in	Executive Services / Office of CEO	Queensland Health; Local Practitioner Alliance
Update as at 31 March 2021: Mayor, Councillor and CEO on committee and attending meeting held in 1 st quarter reporting period. Regular discussions on potential services for region with Darling Downs Health Board and PHN.			
Advocate to all tiers of government and relevant industry organisations	Number of meeting and representations External resources to region	Executive Services / Office of CEO	Elected Members
Update as at 31 March 2021: Mayor met with the Premier of Queensland. Meetings held with Minister of Natural Resources, Mines and Energy. Meetings held with Federal 3 Federal Members for Local Government Area. Ministerial meetings with the Mayor occurred regularly over the 3 rd quarter period.			

Goal EXC5: Quality customer service

Strategy: EXC5.1 Develop and implement Customer Service Charter			
Key Activities	Outcomes/ Measures	Lead Department /Branch	Key Partners
Promote a high standard of corporate responsibility, transparency and accountability in decision making by making decisions, at all levels of the organisation, that are in the best interest of Council and the community	Implementation and delivery of the Complaints Management Framework Foster customer satisfaction through the development and implementation of a Customer Service Charter	Finance & Corporate / Corporate Services	Senior Executive Team; Elected Members



	Strategy completed with full communication loop, providing open and timely feedback to customers – number of requests received / completed		
<p>Update as at 31 March 2021: Implementation of Council’s complaint management policy Currently:</p> <ul style="list-style-type: none"> - Administrative action complaints received and processed within timeframes aligned to policy; - Councillor complaints received by Council referred to the Office of the Independent Assessor (‘OIA’) for review. Councillor Complaint Register updated with outcomes as advised by the OIA; - Fraud & Corruption complaints – nil received; - Human Rights Complaints – nil received. <p>Customer Service Charter development commenced with Customer Service Team undertaking research and drafting of the policy in the later part of 2020. A draft policy was developed in consultation with Manager Corporate Services and General Manager Finance & Corporate and released to Councillors, Senior Management Team and Customer Service Team for review. Initial feedback was received and considered with the draft policy updated to reflect suggested changes. The draft policy was presented at Executive Services and Finance & Corporate Standing Committee meeting in December 2020. Council voted to lay the draft policy on the table until the Ordinary Meeting of Council in January 2021 to consider further feedback received. The Draft Policy was tabled for adoption at the Ordinary Meeting of Council in March 2021. Policy has been adopted and work has commenced on implementing a full communication loop - to be progressed as part of the Business System review project commencing in the 4th quarter 2020/2021 for completion end of 2021. Customer Service Charter Fact Sheet developed has been developed and circulated internally and externally.</p> <p>With transition to the cloud of Council’s P&R (customer request management – CRM – module), Corporate Services branch is working with the Business systems team to review how the organisation records, processes and manages the progression of customer requests through the module with the end goal to improve the information provided to customers, efficiency of processing customer requests, effectiveness of record management and accuracy of performance reporting outcomes. This project will be progressed during 2021 with an appropriate allocation of resources identified and adjusted as required.</p> <p>In this 3rd Quarter (being 1 January to 31 March 2021) the organisation continues to identify a high volume of activity happening within Council. During this period, Council issued 36,657 receipts, created 4,457 customer requests for service, processed 734 search requests and answered 9,886 calls to the 41899100 number with an average percent of answered calls equating to 99.77 %. Further, Council received and sent 689,648 emails during the period 27 January to 31 March 2021. This number includes emails inbound from and outbound to external sources as well as emails sent and received within the organisation.</p>			
<p>Strategy: EXCS.2 Develop and implement affordable service levels</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>



<p>Introduce a program that embeds customer service industry best practice across the organisation</p>	<p>Professional development and external networking opportunities for customer service officers</p> <p>Service levels development and implemented with associated training and monitoring/review cycles</p>	<p>Finance & Corporate / Corporate Services</p>	
<p>Update as at 31 March 2021: Employee Development Review process has been finalised. A listed of identified training and development needs for Customer Contact officers is being development by People & Culture. Training to be progressed throughout 2020/2021. Six (6) customer contact team members attended ‘Empathy and Resilience’ online training in November 2020 to assist officers on front counter who are managing the daily engagement with our community. One (1) customer contact team leader has been enrolled to participate in the Red Earth professional development program commencing in February 2021. Mental Health First Aid Training was attended by the Coordinator of Customer Contact in December 2020 to assist in providing the Customer Contact team further understanding of mental health issues and managing such in a respectful and professional manner.</p> <p>Services levels to be progressed in 2021 – following the anticipated adoption of the Customer Service Charter in January 2021. Adoption of the charter will allow progression on the development and implementation of service levels across Council.</p> <p>Collaboration with Councils of a similar demographic who utilise the same software systems as this Council has been useful in determining where efficiencies can be found in the way Council manages customer requests and the resultant statistical data. The Customer Request Review Project (ID T2.6) which is being undertaken as part of the SaaS Transition Project will also allow advancement in this space with a draft project plan released in the third quarter.</p> <p>Project to commence in 4th quarter along with full document review project.</p>			
<p>Introduce innovations to improve customer experience including delivery of self-service options for high frequency transactions and the ability for customers to track progress online</p>	<p>>60% number of enquiries resolved at the first point of contact through self-service options</p>	<p>Finance & Corporate / ICT</p>	<p>Corporate Services</p>
<p>Update as at 31 March 2021: NAR prerequisite project plan created to progress new username creation convention. Eliminates to reoccurrence of NAR related issues. 2nd phase - business unit agreement and compliance to new convention. Awareness session to be scheduled. Once completed engagement with Exec Services to soft launch eServices</p>			

Theme 5: Infrastructure – The provision of quality services and infrastructure for our community that is planned, provided and managed on sound asset management

Goal INF1: Infrastructure that meets our community needs



Strategy: INF1.1 Provide and maintain road infrastructure in accordance with sustainable asset management practices			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Quality Management System and ISO9001 certification maintained	Quality Assurance certification achieved and maintained	Infrastructure / Works	
Update as at 31 March 2021: The Quality Policy was reviewed and tabled at the Council general meeting on 16 December 2020 for adoption. The Quality Policy will be amended to incorporate Key Performance Indicators (KPI) as per the feedback received from the discussion at a future General Meeting			
Review Service levels for transport assets and implement a Maintenance Management system	Maintenance system is implemented in accordance with council and community service levels	Infrastructure / Works	
Update as at 31 March 2021: A maintenance management plan and system are being implemented. The process for the implementation of this system has commenced and elements are expected to begin trial implementation during 3 rd quarter. The Principal Engineer position leading the project is about to become vacant which may delay phasing of implementation and this will be reviewed by management. Status: 75 per cent completed.			
Development of a prioritised 10 year works program for the replacement, upgrade and construction of new and existing transport assets	10 year works program completed in accordance with asset management strategy	Infrastructure / Works; Infrastructure Planning	
Update as at 31 March 2021: Council currently is redeveloping its 10-year program including developing prioritised asset programs for its infrastructure renewals, upgrades and new works. Program will be in draft for Council to provide direction on further development in 21/22 following current budget workshops Status: 75 per cent completed.			
Develop strategic plan for replacement and future development of footpaths	Adoption of a regional footpath network plan in accordance with asset management strategy	Infrastructure / Works; Infrastructure Planning	
Update as at 31 March 2021: The footpath program is being developed as part of the 10-year capital works plan for footpaths and consultation with Council has commenced through workshops held with Council during February 2021. An asset inspection programme of current footpaths also commenced in February 2021. Draft program is expected to be developed this financial year with the program further developed under direction of Council in 21/22. : 75 per cent completed.			
Develop a multi-year program for the development of concept town entry and CBD footpath plans for towns	Formulation of a multi-year program and commencement of pre-design concepts in accordance with prioritised projects	Infrastructure / Infrastructure Planning	
Update as at 31 March 2021:			

<p>Concept town CBD plans for Kingaroy, Blackbutt and Murgon are complete as well as the town entry signs have received approval from TMR. Pre-design engagement of CBD footpath plans has commenced for Kumbia, Wondai and Nanango. Further works will be undertaken as per the schedule provided to Council in December 2020. Actual phasing/planning of multi year program will be done under direction of Council in 21/22 multi year works programs. Status: 75 per cent complete.</p>			
Review and implement Core Asset Management Plan for transport assets	Asset management plan developed in accordance with council and community service levels	Infrastructure / Infrastructure Planning	
<p>Update as at 31 March 2021: The transport asset management plan will be updated in the 4th Quarter following Council’s review of budget and service levels. Asset management workshops have been held with Council in March 2021. Status: 75 per cent complete.</p>			
Undertake valuation of assets in accordance with audit schedule	Asset data is maintained in accordance valuation standards	Infrastructure / Works; Infrastructure Planning	
<p>Update as at 31 March 2021: A desktop valuation of the transport asset class has commenced as part of the 2020/21 financial year’s year-end audit requirement and is expected to be complete by 30 June 2021. Status: 75 per cent completed.</p>			
<p>Strategy: INF1.2 Provide and maintain financially sustainable utility infrastructure in accordance with asset management practices</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Water Wastewater achieve compliance with treatment plant licence conditions, dam safety, public health requirements with statutory timeframes for reporting achieved	No breach of licence conditions / Statutory reports submitted in require timeframes	Infrastructure / Water and Wastewater	
<p>Update as at 31 March 2021: On target with key activities, no breach of licence conditions with statutory reports submitted within required timeframes.</p>			
Review and implement Core Asset Management Plan for water and wastewater assets	Asset management plan developed in accordance with council and community service levels	Infrastructure / Infrastructure Planning	
<p>Update as at 31 March 2021: Core AMP is current with review to be conducted following completion of comprehensive revaluation. Status: 75 per cent complete.</p>			



Review and comply with customer service standards for water and wastewater infrastructure	Completed review is advertised for customer feedback and posted on web site as required by the regulator	Infrastructure / Water and Wastewater	
<p>Update as at 31 March 2021: Ongoing in accordance with statutory requirements. Status: 75 per cent completed.</p>			
Development of water security reports for each potable water scheme	Completion of future water security reports for each potable scheme with recommendations for future planning	Infrastructure / Water and Wastewater	
<p>Update as at 31 March 2021: Most of the reports have been completed with recommendations received for future planning. Results of the Maturing the Infrastructure Pipeline Program (MIPP) are to be finalised in June 2021. Status: 95 per cent completed.</p>			
Development of a prioritised 10 year works program for the replacement, upgrade and construction of new and existing water and wastewater assets	10 year works program completed in accordance with asset management strategy	Infrastructure / Water and Wastewater; Infrastructure Planning	
<p>Update as at 31 March 2021: A 10-year works program for the replacement, upgrade and construction of new water and wastewater assets is in place and was presented to Council on the 10th of March 2021. Final program will be subject to direction of Council. Status: 100 per cent completed.</p>			
Undertake valuation of assets in accordance with audit schedule	Asset data is maintained in accordance valuation standards	Infrastructure / Water and Wastewater; Infrastructure Planning	
<p>Update as at 31 March 2021: A comprehensive valuation of the water and wastewater asset class has commenced as part of the 2020/21 financial year's year-end audit requirement and is expected to be complete by 30 June 2021. Status: 75 per cent complete.</p>			
<p>Strategy: INF1.3 Provide and maintain other Council owned infrastructure to meet community needs in accordance with asset management practices</p>			
<i>Key Activities</i>	<i>Outcomes/ Measures</i>	<i>Lead Department /Branch</i>	<i>Key Partners</i>
Kingaroy Aerodrome Master Plan	Develop Master Plan for operation and capital works and use of site	Community / NRM & Parks	Aerodrome Lessees and users

<p>Update as at 31 March 2021: Not commenced in 1st quarter of reporting period. Scheduled to undertake procurement process in the second quarter. No significant progress, other than a positive meeting between senior Council staff and representatives of the Souring Club. Issues discussed included hangar leases and pricing, future masterplan and potential of bunkhouse.</p>			
Facilitate tick dipping services	Dip services put to public tender for lease	Community / NRM & Parks	
<p>Update as at 31 March 2021: Coolabunia Saleyards tender completed. Dips due to be released for tender in 4th quarter.</p>			
Develop and implement maintenance service levels for NRM & Parks assets	Maintenance plan is implemented in accordance with council and community service levels	Community / NRM & Parks	
<p>Update as at 31 March 2021: Scheduled to commence during third quarter. Draft Level of Service Plan under development and to be presented to April Standing Committee.</p>			
Development of a prioritised 10 year works program for the replacement, upgrade and construction of new and existing NRM and Parks assets	10 year works program completed in accordance with asset management strategy	Community / NRM & Parks	Infrastructure Planning Elected Members
<p>Update as at 31 March 2021: Scheduled to commence during third quarter as part of service level program and in readiness for the fourth quarter budget deliberations. No further progress towards 10-year works program, however, capital works program competed for budget deliberations.</p>			
Review and implement Core Asset Management Plan for NRM and Parks assets	Asset management plan developed in accordance with council and community service levels	Community / NRM & Parks	Infrastructure Planning Elected Members
<p>Update as at 31 March 2021: Completed and adopted by Council in June 2020, ongoing review and implementation with next full review scheduled for 2022. Further asset review and presentation of asset management strategy made to Council.</p>			
Investigate options for partnership and service agreements for the management of Council properties with community groups	Development of service and partnership agreements in accordance with Council's asset management plans and legislative requirements	Community / Property	Elected Members
<p>Update as at 31 March 2021: As reported for leases update.</p>			



Council is currently in negotiations with the Bunya Landcare Group for a shared partnership agreement.			
Development of initial feasibility and pre-construction options for prioritised major projects	Kingaroy pool concept plan	Community / Assets / Property	Senior Executive Team; Elected Members
<p>Update as at 31 March 2021: Project Manager appointed and working group established to progress the develop concept. This project was workshopped by the Councillors and General Managers in December 2020 and has been progressed to a develop Master Plan. This plan is to include the Memorial Park and the Kingaroy WJ Lang Memorial Pool.</p>			
Develop and implement maintenance service levels for Building assets	Maintenance plan is implemented in accordance with council and community service levels	Community / Property	Senior Executive Team; Elected Members
<p>Update as at 31 March 2021: Scheduled to commence during third quarter. Council is currently reviewing the reactive and preventative maintenance identified within the Delta S Management System, and a building hierarchy has been developed to establish and assist with the prioritising of maintenance works.</p>			
Development of a prioritised 10 year works program for the replacement, upgrade and construction of new and existing Building assets	10 year works program completed in accordance with asset management strategy	Community / Property	Infrastructure Planning; Elected Members
<p>Update as at 31 March 2021: Progressing Asset Management and Maintenance Plans as defined. A 10-year Capital Works Program has been prepared and is scheduled to be presented to Council during upcoming budget preparations.</p>			
Review and implement Core Asset Management Plan for Building assets	Asset management plan developed in accordance with council and community service levels	Community / Property	Infrastructure Planning; Elected Members
<p>Update as at 31 March 2021: Service levels to be progressed in line with the review of the corporate plan. Service Level overview presented to Council in March as part of the initial budget meetings.</p>			
Undertake valuation of assets in accordance with audit schedule	Asset data is maintained in accordance valuation standards	Community / Property	Infrastructure Planning; Elected Members
<p>Update as at 31 March 2021: Work in progress.</p>			



9.4 MONTHLY FINANCIAL REPORT

File Number: 28.04.2021

Author: Coordinator Finance

Authoriser: Chief Executive Officer

PRECIS

Monthly Financial Report as at 31st March 2021

SUMMARY

The following information provides Council's financial position at the 31st March 2021.

OFFICER'S RECOMMENDATION

That the Monthly Financial Report including Capital Works and Works for Queensland as at 31st March 2021 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held on 15 July 2020.

The amended budget maintains the link with achieving the Operational Plan 2020/2021 and is generally in line with the revenue and expenditure priorities of the Original Budget as adopted by Council on 15 July 2020.

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 and reviewed by budget managers.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

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

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; | 13. Cultural rights—generally; |
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |

- | | |
|---|---|
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

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

ASSET MANAGEMENT IMPLICATIONS

Depreciation is used as a source of funds to enable capital expenditure. The Asset Registers for all Asset Classes will be adjusted as required for capital projects when the expenditure is transferred from Work in Progress.

REPORT

As at 31 March 2021, Council's operating budget is currently tracking on target to meet the third quarter amended budget. Cash is currently trending higher than past months at \$49.054m due to the rating period for January to June having been run and the discount period having ended this month. Council's ratios are all within their target ranges with the exception of the current ratio which at 4.8 is above the upper target of 4. This is due to the high cash balance and the ratio will decrease over the next few months as funds are used. The capital expenditure program is currently sitting at \$28.314m in actual and committed expenditure which equates to approximately 73.5% of the total budget available to spend.

ATTACHMENTS

1. **Monthly Meeting Report - March 2021** [↓](#) 



South Burnett Regional Council
Monthly Financial Report
Interim March 2021



Executive Summary

This monthly report is designed to illustrate the interim financial performance and position of South Burnett Regional Council compared to the third quarter amended budget, at an organisational level, for the period ended 31 March 2021.

- Recurrent Revenue is higher than expected due to timing in rates revenue, fees and charges, and rental income. This is largely due to the rates being levied in February as well as timing from annual invoices being processed for rentals, animal registrations and food permits earlier in the year. Sales revenue and operational grant revenue will ramp up in the next few months as RPC and RMPC works and grant milestones are completed. Increases in planning applications and tourist park income have also contributed to increased revenues in their areas.
- Minor timing variances in materials and services under Recurrent Expenditure due to timing in annual invoices such as land valuations, insurance, fleet registrations, IT licences and LGAQ membership. Timing variances also seen for bills received for waste contractors, fuel costs and internal plant charges.
- Timing in materials and services under disaster management for expenses relating to Queensland Reconstruction Authority grant funding. This is offset against additional revenue which has been received during the year.
- Council's current cash holdings at the end of March 2021 was \$49.054m with \$22.289m of this currently classed as restricted cash.
- Council's ratios are all within target ranges with the exception of the current ratio which at 4.8 is above the upper target of 4. This is due to the large cash balance at the end of March arising from the January to June rating income and will slowly decrease over the next few months as funds are used.
- Council's capital expenditure program is currently sitting at \$28.314m in actual and committed expenditure which equates to approximately 73.5% of the total budget available to spend. While Council will endeavour to reach as close to 100% spend for the year, some difficulties in sourcing of materials for some projects is being seen.

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 31 March 2021
75% of Year Complete

	2021	Original Budget	Amended Budget	Variance
	\$	\$	\$	%
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	49,863,586	50,092,435	49,893,435	100%
Fees and Charges	4,403,628	3,830,704	4,649,293	95%
Rental Income	342,490	319,954	317,209	108%
Interest Received	495,783	1,016,500	620,500	80%
Sales Revenue	1,790,070	3,025,851	3,360,851	53%
Other Income	791,644	748,975	1,007,475	79%
Grants, Subsidies, Contributions and Donations	4,364,503	8,057,698	9,409,112	46%
	<u>62,051,703</u>	<u>67,092,117</u>	<u>69,257,875</u>	<u>90%</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	6,057,009	17,409,799	12,676,452	48%
	<u>68,108,713</u>	<u>84,501,916</u>	<u>81,934,327</u>	<u>83%</u>
Expenses				
Recurrent Expenses				
Employee Benefits	17,722,096	24,215,197	24,048,468	74%
Materials and Services	18,676,615	22,821,228	26,015,016	72%
Finance Costs	1,579,853	2,301,704	2,325,704	68%
Depreciation and Amortisation	15,694,079	21,429,487	21,429,487	73%
	<u>53,672,642</u>	<u>70,767,616</u>	<u>73,818,675</u>	<u>73%</u>
Capital Expense				
	1,231,072	(400,000)	(400,000)	-308%
	<u>54,903,714</u>	<u>70,367,616</u>	<u>73,418,675</u>	<u>75%</u>
Total Income	<u>68,108,713</u>	<u>84,501,916</u>	<u>81,934,327</u>	<u>83%</u>
Total Expense	<u>54,903,714</u>	<u>70,367,616</u>	<u>73,418,675</u>	<u>75%</u>
Net Result	<u>13,204,999</u>	<u>14,134,300</u>	<u>8,515,651</u>	
Net Operating Result	<u>8,379,061</u>	<u>(3,675,499)</u>	<u>(4,560,800)</u>	

2.1 Income Statement Split by Department

Council splits its income statement into the following departments – water, wastewater, waste, fleet, and general operations. The revenue and expenditure for each of these departments are monitored throughout the year to see how they are performing compared to their budget.

	Total Revenue				Total Expenditure			
	Actual	Original Budget	Amended Budget	%	Actual	Original Budget	Amended Budget	%
Water	\$ 10,640,206	\$ 10,463,681	\$ 10,721,391	99%	\$ 7,712,329	\$ 10,148,249	\$ 10,318,249	75%
Wastewater	\$ 6,004,717	\$ 6,042,973	\$ 6,042,973	99%	\$ 4,230,457	\$ 5,437,917	\$ 5,437,917	78%
Waste	\$ 5,823,393	\$ 5,669,992	\$ 5,730,671	102%	\$ 3,763,102	\$ 5,307,335	\$ 5,568,034	68%
Plant and Fleet	\$ 65,293	\$ 151,000	\$ 151,000	43%	\$ 1,254,877	\$ 249,000	\$ 557,760	225%
Genops	\$ 45,575,103	\$ 62,174,270	\$ 59,288,292	77%	\$ 40,452,704	\$ 49,523,095	\$ 52,652,236	77%
Total	\$ 68,108,712	\$ 84,501,916	\$ 81,934,327	83%	\$ 54,903,715	\$ 70,367,616	\$ 73,418,676	75%

Revenue

- Revenue for Water, Wastewater, Waste and Genops have all been affected due to the timing of the January to June rate levy that was processed in February.
- Waste’s revenue is increased by additional waste being taken to the tips by commercial customers.
- Plant is currently under budget due to timing in fuel tax credits
- While Genops overall is tracking okay, some of the revenue streams such as grants and sales revenue are under budget due to timing in when revenue is invoiced. This should be all caught up for the end of June and at this stage there are no indications to suggest that revenue will be under budget for the year.

Expenditure

- Expenditure for Fleet is currently tracking above target due to timing on proceeds from sale of old fleet and usage of fleet for internal use by other departments. Timing has also been seen for fuel costs, yearly insurances and registrations.
- Waste’s expenditure is currently low due to timing of end of year adjustments for the landfill provisions as well as timing of waste contractor invoices.
- Genops expenditure is largely above target this month due to the effect of capital from disposal of Roads and Buildings.

2.2 Revenue

2.2.1 Rates Levies and Charges

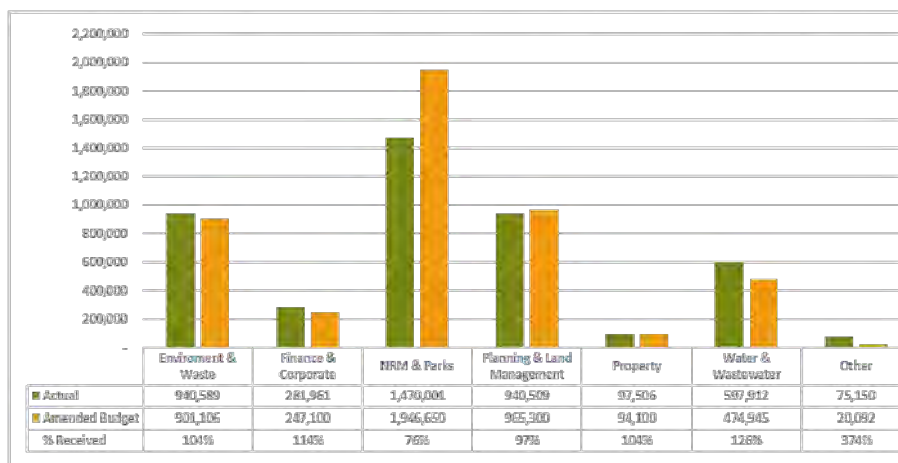
This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

<i>Rates or Charges</i>	<i>ACTUALS 2020/2021</i>	<i>AMENDED BUDGET 2020/2021</i>
General Rates	\$ 28,738,805	\$ 28,709,347
Quarry Special Charge	\$ 8,929	\$ -
Water Charges	\$ 10,061,609	\$ 10,315,723
Sewerage Charges	\$ 5,852,692	\$ 5,828,973
Waste Collection Charges	\$ 2,263,368	\$ 2,174,107
Community Rescue and Evacuation Levy	\$ 87,772	\$ 70,000
Waste Management Levy	\$ 2,852,286	\$ 2,795,285
Memerambi Estate Levies	-\$ 1,875	\$ -
Total	\$ 49,863,586	\$ 49,893,435

As at 31 March 2021, rates, levies and charges are tracking above target at 100%. The discount period for the Jan-Jun 21 rating period ended on the 16th of March.

2.2.2 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 31 March 2021, fees and charges are tracking above target at 95%. The major contributors of the year to date actuals being above target are:

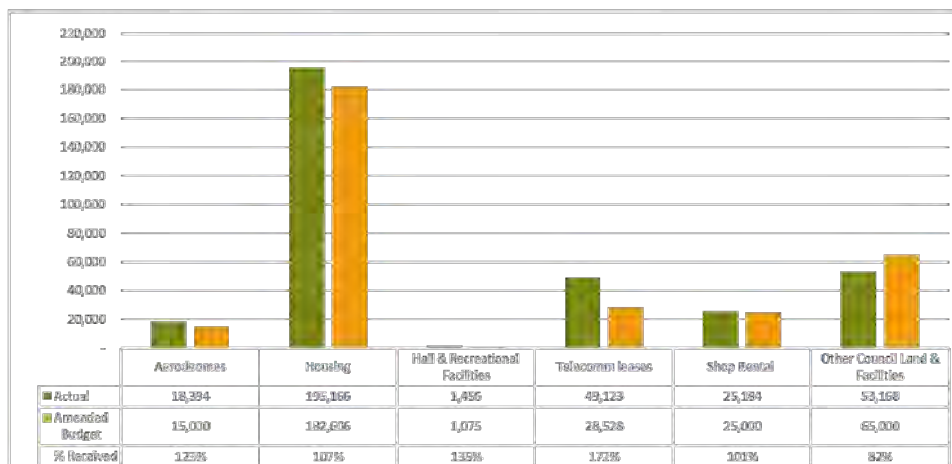
- Planning has seen an increase in building and development applications in the half of this financial year partly due to the announcement of the Federal Government's Home Builder Grant.
- Finance has seen increases in income from rates searches due to influxes in property and land sales.

- Environment and waste have run annual charges for both animal registrations and food permits.
- Water is currently higher than expected due to the irrigated and bulk water sales. Bulk water sales refer to water purchases invoiced to Toowoomba Regional Council to supply the Yarraman township. Increases in income in this category is offset by additional expenditure for the purchase of water allocations. Future volumes of water sales will be dependent on weather conditions.
- Waste has seen increases in tip disposal income from commercial customers.
- Property's fees and charges are largely relating to the income for pools and so has a timing factor due to the seasonal nature of these facilities.

2.2.3 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 31 March 2021, rental income is tracking high at 108% due to timing in annual rental of various facilities, including telecommunication towers. Housing and shop rental have also contributed to the increase.



2.2.4 Interest Received

Interest revenue includes interest on investments and rate arrears.

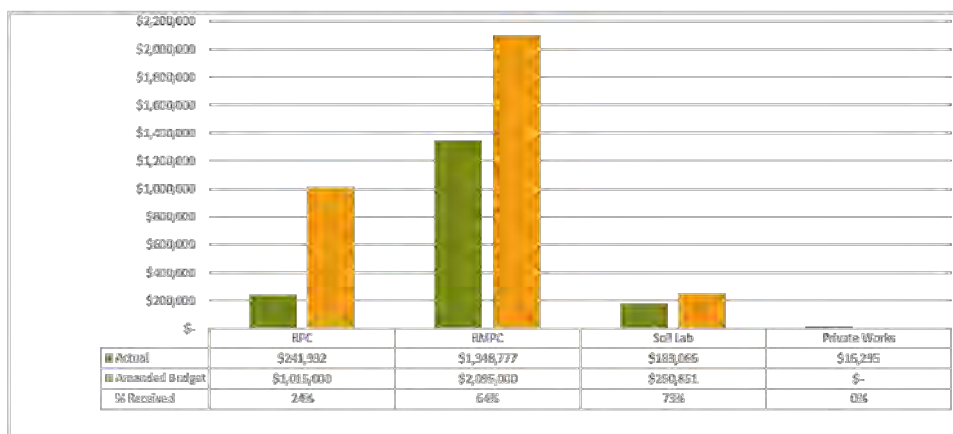
As at 31 March 2021, interest received is tracking just over the expected threshold at 80%.



2.2.5 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 31 March 2021, sales revenue is tracking below target at 53% however RPC works were mainly forecasted to be performed in the 2nd half of the financial year, with claims expected to be processed in April worth approximately \$807k. RMPC claims of \$176k for February have been submitted and should be billed in the next few weeks.



2.2.6 Other Income

Other income is sundry income derived from all other sources.

As at 31 March 2021, other income is tracking above target at 79%. Majority of these income streams are seasonal and or activity based in nature so have a timing delay. Misc Other includes income from quarry materials sourced internally and wild dog scalps. Pool income under this stream includes the hire of the facility for events such as local school swimming carnivals.

Income Stream	Actual	Amended Budget	% Received
VIC Income	\$ 89,905	\$ 110,800	81%
Art Gallery Income	\$ 22	\$ 500	4%
Pool Income	\$ 35,307	\$ 38,000	93%
Irrigation Income	\$ 48,368	\$ 100,000	48%
Fines	\$ 32,335	\$ 4,000	808%
Scrap Steel	\$ 57,123	\$ 116,000	49%
Library Sales	\$ 2,422	\$ 3,730	65%
Museum Sales	\$ 1,696	\$ 2,500	68%
Agency Income	\$ 48,350	\$ 40,895	118%
Tourist Parks	\$ 293,213	\$ 315,000	93%
Legal Recovery	\$ 64,556	\$ 190,000	34%
Insurance Claims	\$ 14,804	\$ 20,000	74%
Misc Other	\$ 103,543	\$ 66,050	157%
Total	\$ 791,644	\$ 1,007,475	

2.2.7 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 31 March 2021, operating grants are tracking lower than the expected target at 48%. Receipt of grant income often depends on grant schedules and or acquittals. To date majority of operational grants that have been received relate to the Financial Assistance Grant, First Start Program, Library Grant and various disaster management grants from the Queensland Reconstruction Authority. A majority of the grants still to be received in this financial year relates to the Financial Assistance Grant and is expected to be received in the May and June periods.

2.2.8 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 31 March 2021, capital grants are tracking low at 48%. The receipt of most capital grant revenue depends on grant acquittals, submission of programs and or percentage of works completed by Council. At this stage Council is on track to reach the amended budget by the end of June.

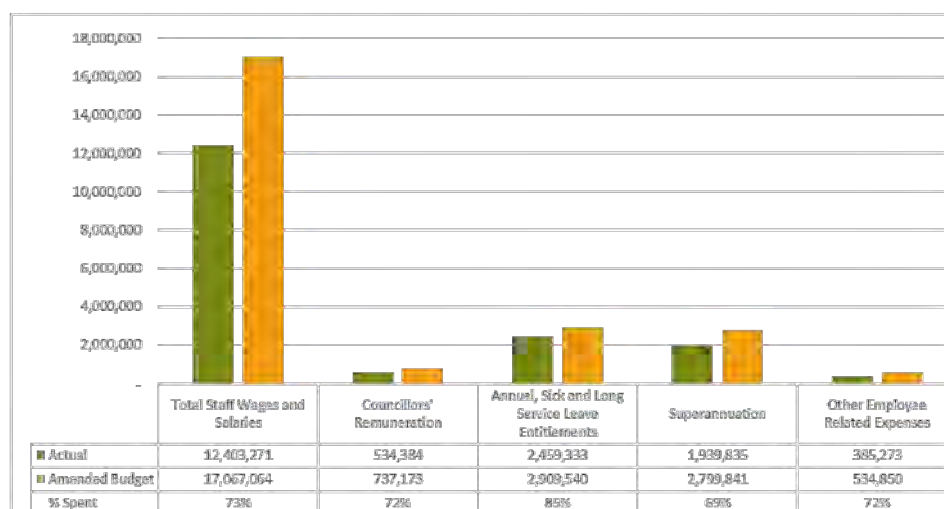
Council has so far received the initial 50% payment for the W4Q round 4 COVID, 50% from the Local Roads and Community Infrastructure Program, \$2.2m from RTR funding, \$522k from TIDS claims, \$84k for a contribution towards a park upgrade and \$394k in DCP grant funding has been released from contract liabilities.

2.3 Expenditure

2.3.1 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 31 March 2021, employee benefits are tracking slightly under target at 74% and will continue to be closely monitored. Annual leave is tracking high due to timing in leave taken as most leave taken by employees is seen in the December and January periods over shutdown and school holidays.



2.3.2 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 31 March 2021, materials and services are tracking slightly under budget at 72%. The current variances are mainly due to:

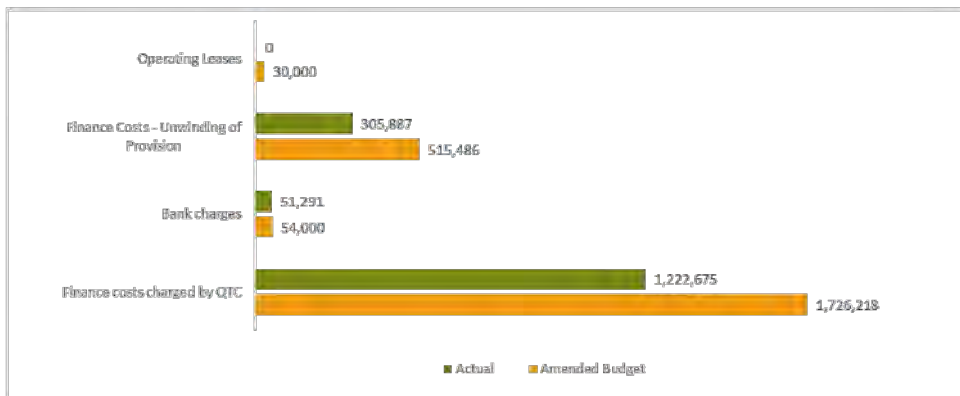
- Timing in yearly Insurance, fleet registrations, Land Valuation, IT licences and LGAQ membership expenses.
- Timing in fuel costs and internal plant recoveries.
- Timing in disaster management expenditure – this is offset by grant income under the Disaster Recovery Funding Arrangements with QRA.
- Increases in water purchases – offset by increases in income for bulk water sales to Toowoomba Regional Council.
- Software licences due to implementation of Mimecast and Office 365.

Description	Actual	Amended Budget	% Spent
Donations	401,044	625,368	64%
Materials	13,944,799	20,418,430	68%
Services	5,978,727	6,889,732	87%
Internal Plant Charges	4,923,583	6,569,590	75%
Internal Plant Recoveries	- 6,571,537	- 8,488,104	77%
	18,676,615	26,015,016	

2.3.3 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.

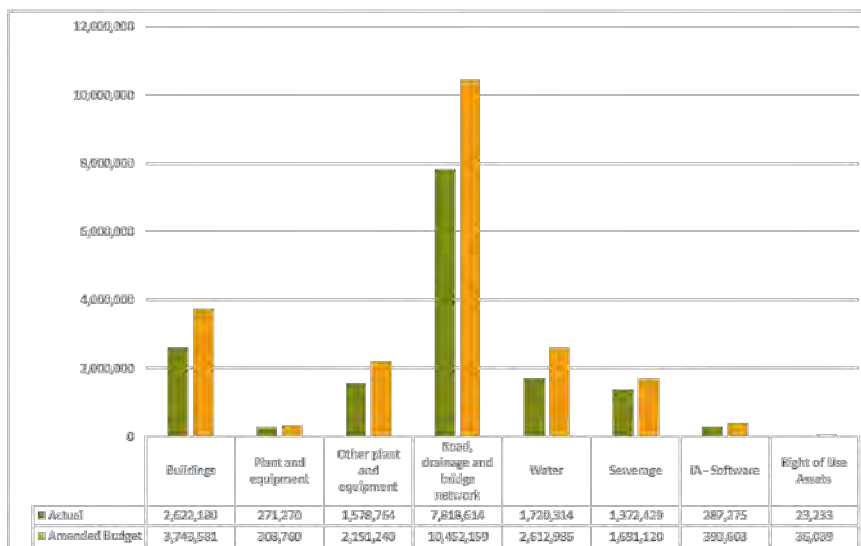
As at 31 March 2021, finance costs are tracking below target at 68% due to timing in end of year adjustment entries for doubtful debts and unwinding of landfill and gravel provisions. Bank charges are slightly higher than expected due to an increase in payments via BPAY and EFTPOS. Provision calculations for landfill and quarries is currently on track to meet the budget due to increases in discount rates in February. This will continue to be monitored over the next few months to ensure discount rates don't decrease significantly, with the final calculations to be based on June discount rates.



2.3.4 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 31 March 2021, depreciation is tracking just under target at 73%. This will be impacted by capitalisation and disposals of the Work in Progress (WIP) accounts leading up to the end of June 2021.



2.3.5 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.

So far this year, Council has sold and disposed of the following:

Capital Expense Breakdown	Actual YTD	Amended Budget	% of Budget
Sale of Fleet	-\$ 313,343	-\$ 400,000	78%
Sale of Land	-\$ 15,081	\$ -	-
Sale of Buildings	-\$ 4,660	\$ -	-
Disposal of Roads	\$ 1,245,407	\$ -	-
Disposal of Buildings	\$ 93,309	\$ -	-
Disposal of Fleet	\$ 225,440	\$ -	-
Total Capital Expense	\$ 1,231,072	-\$ 400,000	-308%

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position

as at 31 March 2021

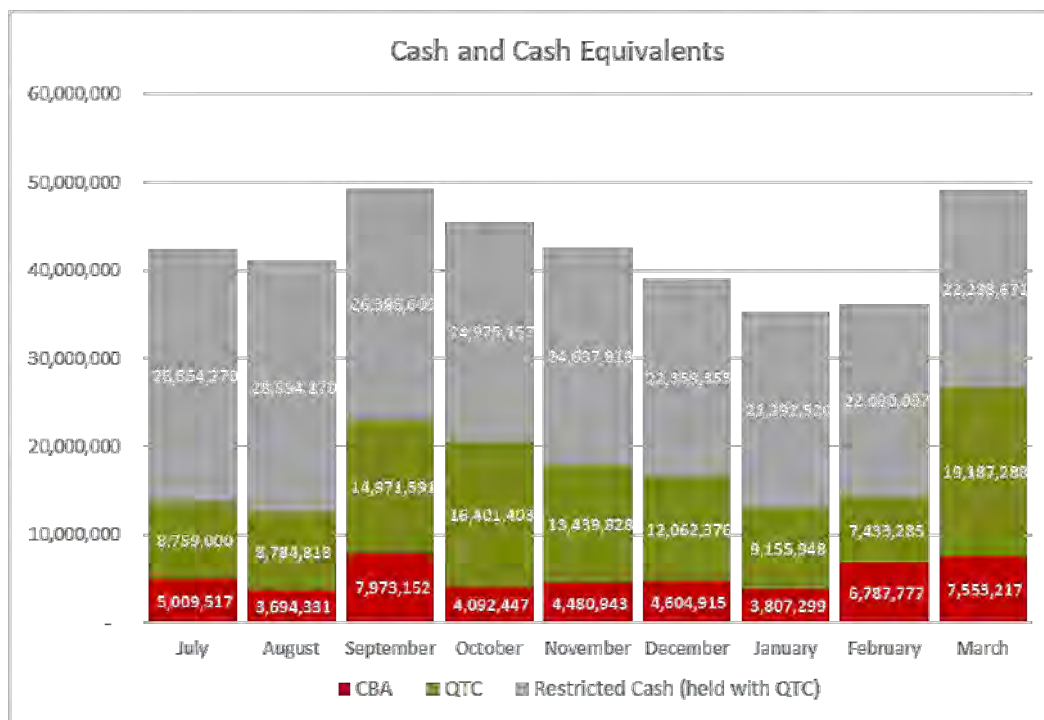
	2021 March \$	Original Budget \$	Amended Budget \$
Current Assets			
Cash and Cash Equivalents	49,054,262	43,116,747	35,667,869
Trade and Other Receivables	7,757,217	5,313,216	7,791,562
Inventories	852,966	772,356	772,356
Investments	-	-	-
Total Current Assets	57,664,445	49,202,319	44,231,787
Non-Current Assets			
Trade and Other Receivables	1,306,115	1,112,211	1,112,211
Property, Plant and Equipment	856,212,433	891,929,354	870,116,890
Right of Use Asset	869,052	1,019,397	854,036
Intangible Assets	8,113,813	7,899,364	8,099,364
Total Non-Current Assets	866,501,414	901,960,326	880,182,502
TOTAL ASSETS	924,165,859	951,162,644	924,414,288
Current Liabilities			
Trade and Other Payables	5,209,879	5,749,454	8,051,687
Borrowings	2,877,630	3,013,874	3,100,861
Lease Liabilities	24,260	-	21,523
Provisions	3,656,046	3,671,079	3,754,881
Other Liabilities	316,585	2,369,464	2,085,162
Total Current Liabilities	12,084,400	14,803,871	17,014,113
Non-Current Liabilities			
Trade and Other Payables	26,044	1,017,943	-
Borrowings	30,294,575	30,633,993	30,476,025
Lease Liabilities	861,518	-	859,451
Provisions	13,746,611	13,755,564	13,601,338
Other Liabilities	-	908,112	-
Total Non-Current Liabilities	44,928,748	46,315,611	44,936,814
TOTAL LIABILITIES	57,013,149	61,119,482	61,950,927
NET COMMUNITY ASSETS	867,152,711	890,043,162	862,463,361
Community Equity			
Retained Surplus/(Deficiency)	439,699,027	440,762,572	435,009,678
Asset Revaluation Surplus	427,453,684	449,280,590	427,453,683
TOTAL COMMUNITY EQUITY	867,152,711	890,043,162	862,463,361

3.1 Current Assets

3.1.1 Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, all cash and cheques receipted 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 31 March 2021, Council's actual cash and cash equivalents balance was \$49,054,262. The below table shows the breakup of this balance sheet element (excluding cash drawers).



As at the 31 March 2021, the restricted cash balance was \$22.289m. This has increased from the previous month by \$259k due to:

- The water department releasing prior year asset replacement funds of \$207k.
- Work in Progress funds being released for capital projects of \$752k.
- Release of funds from Building Condition Assessments of \$674k.
- Release of \$10k from prior year unspent funded roads reseal program.
- Release of unspent loans of \$585k for the Kingaroy Transformation Project – Kingaroy Streetscapes.
- Transfers to restricted cash of \$2.486m for expected work under construction as per third quarter review.

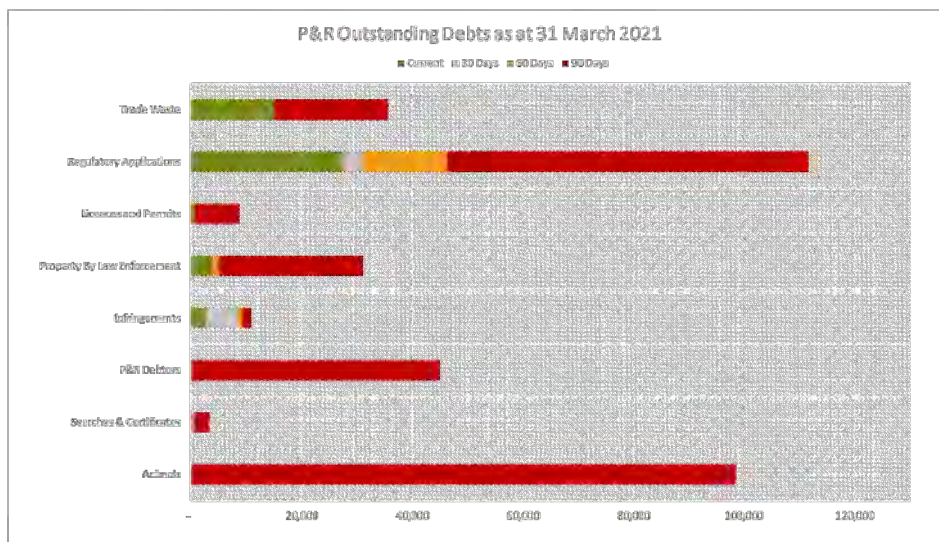
This balance will continue to decrease over the coming months as the identified Work in Progress projects are completed. A monthly review is being performed to ensure money is

released from restricted cash in a timely manner and to ensure Work in Progress projects are finalised.

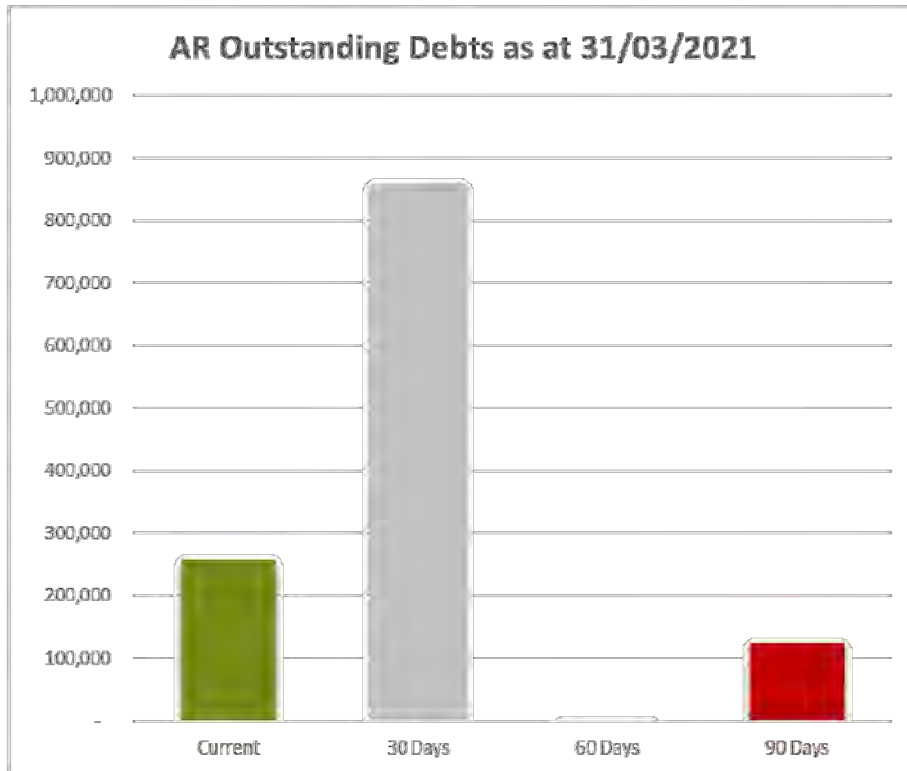
RESTRICTED CASH	2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21
Recurrent Expenditure	1,387,845	1,387,845	1,387,845	1,387,845	1,387,845	1,037,845	1,037,845	1,037,845	1,037,845	1,037,845
Future Capital Works										
Roads	2,997,487	2,997,487	2,311,874	2,303,225	2,303,225	1,891,818	1,890,575	1,876,121	3,018,551	
Buildings	4,121,826	4,121,826	4,041,476	4,016,488	4,016,488	3,958,872	3,958,872	3,856,672	4,048,524	
Waste	3,234,888	3,234,888	3,234,888	3,234,888	3,234,888	3,229,888	3,229,888	3,229,888	3,229,888	
Land	25,322	25,322	25,322	25,322	25,322	25,322	25,322	25,322	25,322	
Plant & ICT	1,347,211	1,317,211	558,782	285,987	285,987	-	-	-	-	
Water	3,783,043	3,783,043	3,419,069	3,348,343	3,008,085	2,543,744	2,494,184	2,334,618	2,228,249	
Wastewater	4,833,198	4,833,198	4,833,089	3,568,595	3,588,595	3,098,505	3,092,361	2,983,759	2,512,175	
Unspent - Developer Contributions	4,598,671	4,598,671	4,598,671	4,598,671	4,598,671	4,598,671	4,598,671	4,598,671	4,598,671	
Unspent - Grants, Subsidies & Donations	-	-	-	-	-	-	-	-	-	
Unspent - Loan Funds	2,175,000	2,175,000	2,175,000	2,175,000	2,175,000	2,175,000	2,175,000	2,175,000	1,589,644	
Total	28,554,270	28,554,270	26,385,609	24,876,187	24,637,819	22,359,356	22,292,520	22,030,097	22,288,671	

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.



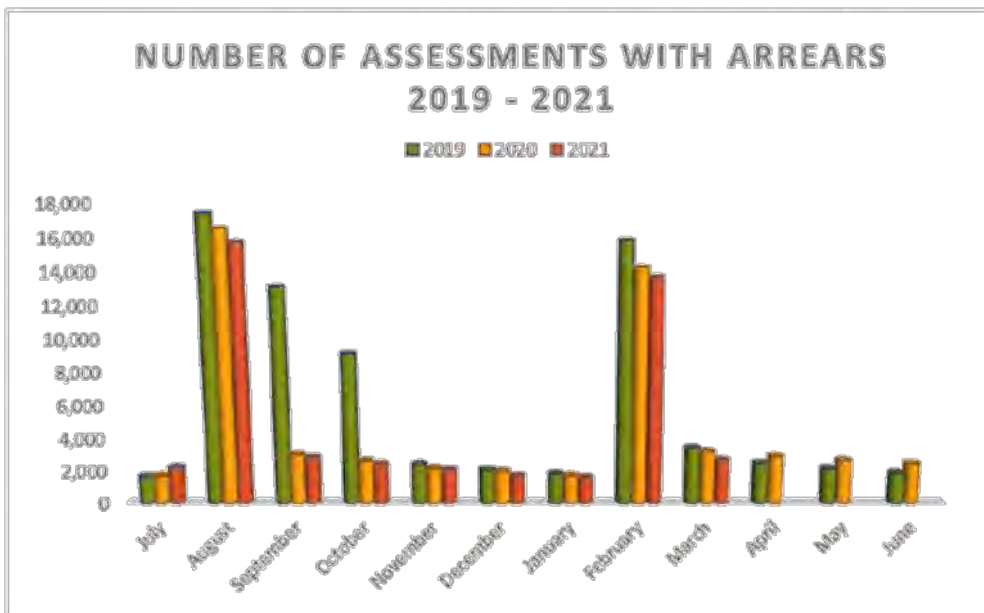
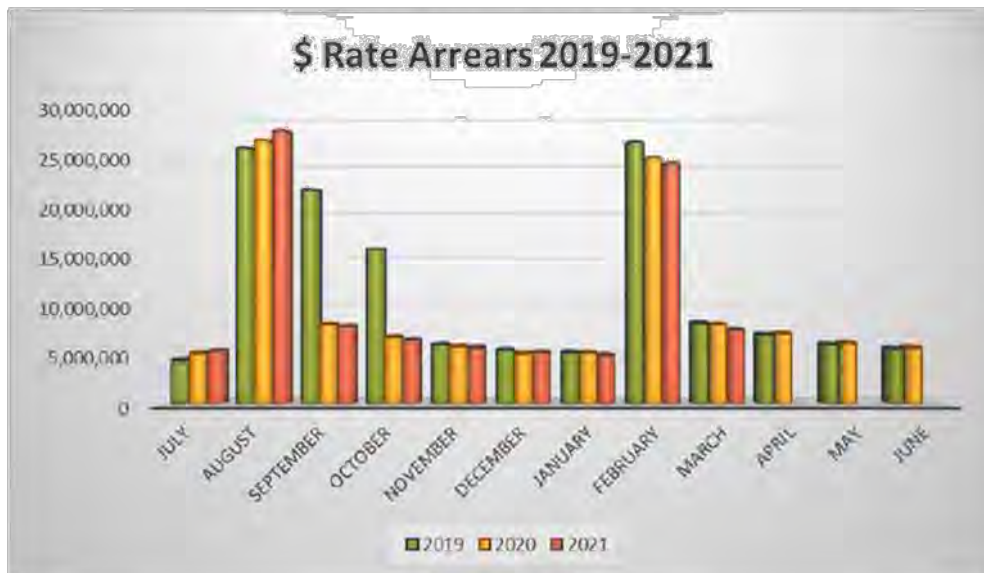
Out of the \$268k in property and rating (P&R) debts above that are overdue by 90 days or more, \$54k is currently with debt collectors, \$14k are on payment plans, \$15k needs to have charges reversed due to withdrawn applications and the paperwork is currently being done up, \$140k are being actively pursued by Council staff, \$2k can be recovered by state penalties (SPERS), \$26k can be recovered when properties are sold, \$15k are being reviewed to determine if they will proceed to debt collectors and \$2k are being considered for write-off.

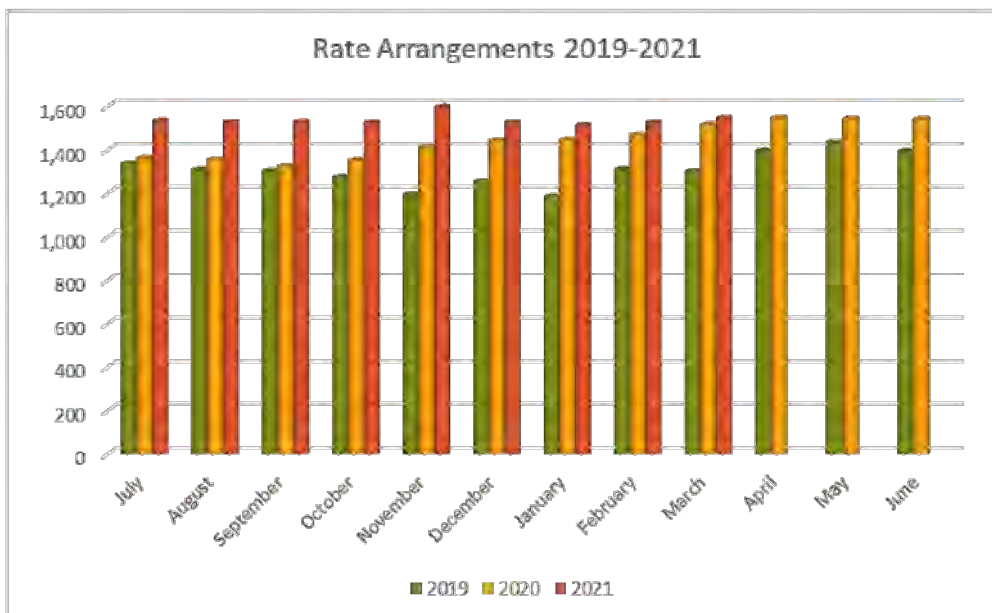
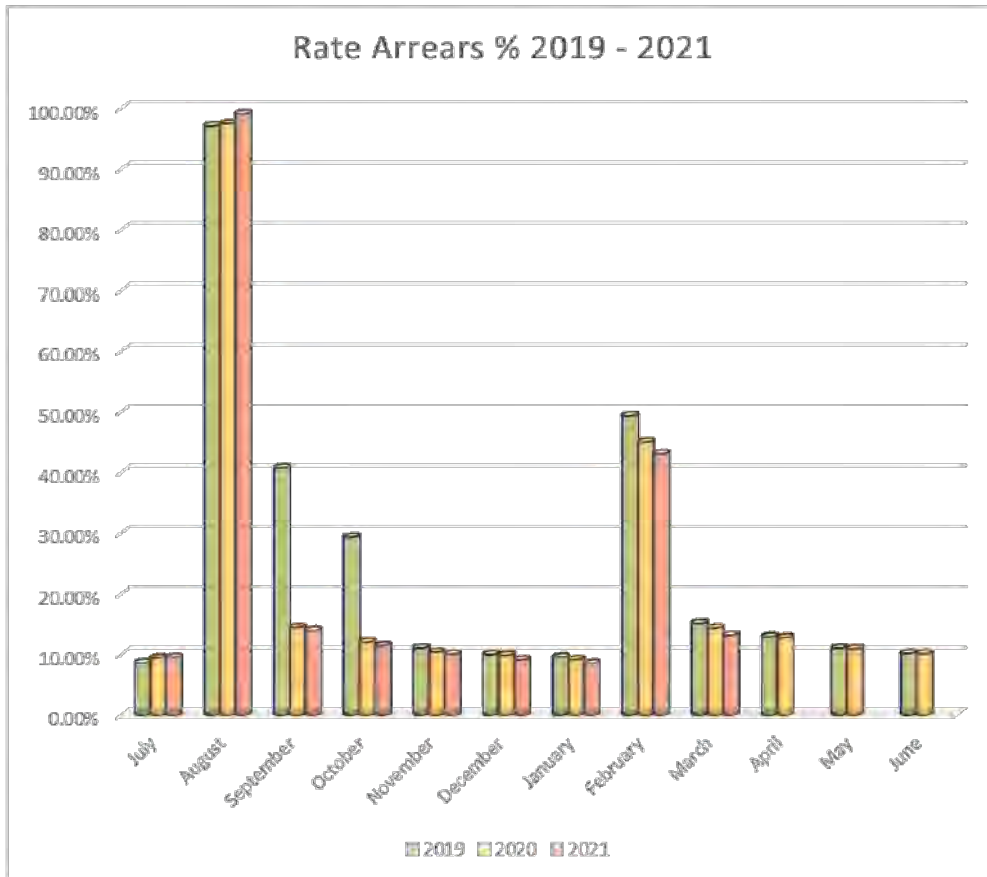


The AR outstanding debts 90+ days has decreased by \$89k from last month. A total of 84% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council. The remaining 16% are being actively pursued by Council with a small amount (less than \$10k) expected to be proposed as needing to be written off by the end of June 2021. Decisions on old debts are currently being investigated and any requiring Council approval will be sent to a future Council meeting.

One of the debtors currently with debt collectors has proposed a payment plan which is currently being negotiated with Council and the individual.

Rates in arrears as at 31 March 2021 is sitting at \$7.616 million or 13.22% which is above the target arrears of 7%. There are currently 1,545 assessments with rate arrangements in place which accounts for 58% of the properties that are in arrears. The number of assessments with arrears and the dollar value has reduced compared to the previous two years. There has also been an increase in the number of properties who have entered into rates payment arrangements since this time last year as well. For the 6 monthly rates levied in February, property owners took up \$2.093m in discounts on offer.





3.1.3 Inventories

Inventories is made-up of Council stores and is valued at cost. Council is currently undertaking a project to reduce and minimise the number of inventories held.

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.

3.2.2 Property, Plant and Equipment

The total adopted capital budget is \$38.529m which includes any projects deemed work in progress from 2019/2020 for completion in the 2020/2021.

Actual expenditure with committed costs as at 31 March 2021 is \$28.315m, which is tracking below target at 73.5%. Of the \$28.315m, \$20.465m is actual expenditure with the remaining \$7.849m sitting as committed costs. The actual spend to date equates to 53.1% of the total budget available.

The water and wastewater comprehensive revaluations will be processed in the 2020/2021 financial year. This project continues between Council and the external valuers.

2020/2021 Capex Report for Council

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	2020/2021 Adopted Budget	EXPENDITURE BUDGET			Total Available Budget	EXPENDITURE ACTUALS			
					2019/2020 Work in Progress	First Quarter Budget	Second Quarter Budget		Third Quarter Budget	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure
Buildings & Other Structures												
Aunika Office - Kinga												
006063	W4634-Kingary-Fenceat&Gate&k&c&ny			150,000.00				150,000.00				
006064	Kingary-Admin Buildings-Access&bordering			152,000.00				152,000.00				
				275,000.00				175,700.90	5,046.32		21,844.58	33,850.50
	Sub Activity Subtotal							14,000.00	24,015.00			25,015.00
006028	Wondal-Resced Building Fire Wall			14,000.00				14,000.00	25,015.00			25,015.00
	Sub Activity Subtotal							14,000.00	25,015.00			25,015.00
Aerodrome - Kingary												
006073	CP - Aerodrome-Kingary-Boundary Fencing			47,000.00	25,000.00			62,000.00	750.00			750.00
006023	CP - Aerodrome-Kingary - Apron (Final)			50,000.00				60,000.00	8,187.05		41,071.50	49,258.55
	Sub Activity Subtotal			106,000.00	35,000.00			122,000.00	8,937.05		41,071.50	50,008.35
Aerodrome - Wondal												
006070	CP - Wondal-Aerodrome-Boundary Fencing			47,000.00	16,000.00			63,000.00	3,480.10		3,480.10	3,480.10
006072	W4634-Wondal Airport Lighting Upgrade			50,000.00				60,000.00	2,510.00		13,287.53	18,297.53
	Sub Activity Subtotal			97,000.00	16,000.00			123,000.00	2,510.00		17,267.63	21,777.63
Electrics - Bhaelika												
006007	CP - Bhaelika-New-Columbarium Wall			28,000.00				28,000.00			635.62	436.62
	Sub Activity Subtotal			28,000.00				28,000.00			635.62	436.62
Depot - Kingary												
006008	Kingary-Depot-Replace External Doors			6,500.00				6,500.00			6,250.00	6,250.00
	Sub Activity Subtotal			6,500.00				6,500.00			6,250.00	6,250.00
Depot - Murgon												
006094	Workshop Office&Burger Depot			25,000.00				25,000.00	9,510.00			9,510.00
	Sub Activity Subtotal			25,000.00				25,000.00	9,510.00			9,510.00
SEES - Kingary												
006035	DSP-Kingary-SEES-External Paint&Flooring			21,000.00		4,987.00		25,987.00			22,700.00	25,700.00
	Sub Activity Subtotal			21,000.00		4,987.00		25,987.00			22,700.00	25,700.00
SEES - Wondal												
006036	DSP-Wondal-SEES-Insulate&Acron&Roof			16,000.00		1,202.80		17,202.80			16,000.00	16,000.00
	Sub Activity Subtotal			16,000.00		1,202.80		17,202.80			16,000.00	16,000.00
Hall - Kingary Town												
006067	DCP - Kingary-Town Hall Floor Sand			50,000.00		3,008.00		53,008.00			34,182.77	34,182.77
	Sub Activity Subtotal			50,000.00		3,008.00		53,008.00			34,182.77	34,182.77
Hall - Nanango Cultu												
006094	W4634-Nanango-Cultural Centre Acron			160,000.00			62,000.00	222,000.00	378,071.54		26,434.48	407,506.00
	Sub Activity Subtotal			160,000.00			62,000.00	222,000.00	378,071.54		26,434.48	407,506.00
Hall - Mondure												
006005	LKSSP 19-21 Mondure Hall Stump&Roof&Upgra			100,000.00				100,000.00			788.00	788.00
006038	Mondure Hall Refurbishment										4,070.00	4,070.00
	Sub Activity Subtotal			100,000.00				100,000.00			5,438.00	5,438.00

Project Code	Project Description	Corporate Plan Link - Primary	2020/2021 Adopted Budget	30/09/2020 Work in Progress	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
000641	DCP-Froston-Showground-Repairs	100719	10,000.00	-	-	-	-	10,000.00	10,034.09	10,034.09
Hall - Cloyna			Sub Activity Subtotal	-	-	-	-	10,000.00	10,034.09	10,034.09
000640	DCP-Cloyna-Hall-Building Repairs	100719	10,000.00	-	-	2,706.00	-	12,706.00	12,706.07	12,706.07
Hall - Durong			Sub Activity Subtotal	-	-	2,706.00	-	12,706.00	12,706.07	12,706.07
000642	DCP-Durong-Hall-Water Tanks	100719	10,000.00	-	-	-	-	10,000.00	6,947.55	6,947.55
Hall - Maidenswell			Sub Activity Subtotal	-	-	-	-	10,000.00	6,947.55	6,947.55
000636	DCP-Maidenswell-Hall-Upgrades	100719	8,000.00	-	-	-	-	8,000.00	-	-
Housing			Sub Activity Subtotal	-	-	-	-	8,000.00	-	-
000011	Nanango-Appin Street Bathrooms Repairs	100200	6,000.00	-	18,383.00	-	-	23,383.00	23,383.00	23,383.00
Museum - Kingaroy			Sub Activity Subtotal	-	18,383.00	-	-	23,383.00	23,383.00	23,383.00
000637	DCP-Kingaroy-Heritage Museum-Ext Paint	100719	36,000.00	-	-	16,807.00	-	19,193.00	19,046.00	36,203.00
Museum - Boondooma H			Sub Activity Subtotal	-	-	16,807.00	-	19,193.00	19,046.00	36,203.00
000648	Boondooma Heritage Building - Mortar	100201	20,000.00	19,131.64	-	-	13,131.64	6,000.00	-	4,460.00
000670	W4C4-Boondooma-Homesite-Water	100201	20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00
000012	Boondooma-Homesite-Renovations	100201	20,000.00	-	-	-	-	20,000.00	6,380.00	25,660.00
Museum - Wondal Heri			Sub Activity Subtotal	19,131.64	-	-	13,131.64	54,000.00	23,620.00	50,010.00
000624	Wondal-Reservoirs-Facility-Campus	100639	-	-	-	-	37,207.00	37,207.00	-	37,207.00
000677	W4C4-Wondal-Heritage-Museum Footpath	100715	10,000.00	-	-	-	-	10,000.00	4,158.00	4,158.00
Museum - Nanango Rin			Sub Activity Subtotal	-	-	-	37,207.00	47,207.00	4,158.00	41,385.00
000643	Ringfield House-Reseal roof	100680	-	44,016.54	-	-	-	44,016.54	1,636.00	39,870.54
Parks & Gardens			Sub Activity Subtotal	44,016.54	-	-	-	44,016.54	1,636.00	39,870.54
000649	Signage 48 Hour Overnight Areas	104648	-	17,500.00	-	-	17,500.00	-	-	-
000673	W4C4-Proston-Dump Point	100715	15,000.00	-	-	-	-	15,000.00	977.08	2,756.24
000679	W4C4 - Kingaroy - Large Planting	100714	250,000.00	-	-	250,000.00	-	-	-	-
000681	W4C4 - Murgon - GEC Park Tree Replacement	100714	150,000.00	-	-	75,000.00	-	-	-	-
000682	W4C4-Kroy & Benarkin Parks-Fair Furniture	100714	200,000.00	-	-	-	-	100,000.00	40,113.20	81,054.01
000683	W4C4 - Regional Tourism - Statues	100714	200,000.00	-	-	-	-	200,000.00	4,259.00	488.33
000682	W4C4-Proston-Playground Renewal	100716	50,000.00	-	-	30,000.00	-	37,570.00	3,641.91	41,627.06
000682	W4C4-Blackbutt Sennery Garden	100716	20,000.00	-	-	-	-	20,000.00	24,025.00	27,666.81
000678	W4C4 - Blackbutt Sennery Garden	100713	-	-	-	20,000.00	-	20,000.00	20,000.00	20,000.00
000684	Kingaroy Park - Renovation-Shoot-Archie Sign	100714	-	-	-	-	-	20,000.00	20,000.00	20,000.00
000685	Coalsburg Sateyards - IT Upgrades	100202	-	-	-	40,000.00	-	40,000.00	27,283.78	27,283.78
Swimming Pool - King			Sub Activity Subtotal	17,500.00	-	40,000.00	-	585,000.00	118,711.38	246,181.00
000646	Kingaroy-Pool-Refurbishment	104618	500,000.00	-	-	500,000.00	-	-	-	-
000038	DCP-Kingaroy-Children's Pool Painting	100719	8,000.00	-	-	-	-	8,000.00	1,697.39	1,697.39
Swimming Pool - Murg			Sub Activity Subtotal	-	-	-	-	258,000.00	1,997.39	1,997.39

Project Code	Project Description	Corporate Plan Link - Priority	Financial Project	2020/2021 Adopted Budget	2019/2020 Work In Progress	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2020/2021 Commitments	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
000030	Mirgon-Pool-Plant Room Replacement		104614	300,000.00					200,000.00	18,983.83	25,945.97	44,929.80
Swimming Pool - Nara												
000031	Nanango-Pool-Expansion Joints & Repair		104614	45,000.00					45,000.00	12,740.40	6,752.10	19,522.50
000032	Nanango-Solar Heating		104619	60,000.00					60,000.00	60,374.07	60,374.07	60,374.07
000033	Nanango-Pool-Shade Sail Post Rustproof		104619	5,000.00					5,000.00	906.09		906.09
000034	Nanango-Pool-Changeroom Refurb		104619	90,000.00					90,000.00	772.73	6,710.00	9,482.73
Tourism - Yallakool												
000265	CAP-Yallakool TP-Powerboard Replacements		100209		31,000.00				31,000.00		28,519.92	28,519.92
000266	CAP-Yallakool TP-Ensuite Refurbishment		100209		27,200.00				27,200.00		30,023.62	30,023.62
000267	CAP-Yallakool TP-Office Screen/Fabric Air		100209		5,000.00				5,000.00		5,241.36	5,241.36
000278	W404 - Yallakool Dam - Boat Ramp Repairs		100715	75,000.00			45,000.00		30,000.00	25,624.79	3,693.93	36,288.72
000684	W404 - Dams - Yallakool - Tennis Courts		100715	20,000.00					20,000.00	-4,649.52	1,336.88	5,786.40
000016	CP - Dams - Yallakool - New Amenities		100715	191,000.00					191,000.00	197,580.00	1,700.00	199,280.00
000271	W404 - Yallakool BP Dam Contractor Rooms		100715			85,000.00			85,000.00	63,495.94	28,996.35	95,492.29
000272	W404 - Tourist Park Signage BP/Boondooma		100715			50,000.00			50,000.00		977.00	977.00
Tourism - Lake Boon												
000751	Boondooma-Dam-Amenities Upgrades		104616		14,000.00				14,000.00		19,305.28	19,305.28
000760	Boondooma-Dam-Cabin Furniture		104616		1,500.00			5,500.00	1,500.00		1,500.00	1,500.00
000769	Boondooma-Dam-Airconditioner Replacement		104616		1,400.00				1,400.00		1,383.64	1,383.64
000776	W404-Boondooma Dam-Bunkhouse Relocation		100715	215,000.00			35,000.00		250,000.00	31,093.30	296,203.39	297,388.69
000078	W404 - Dams - Boondooma - Tennis Courts		100715	20,000.00					20,000.00			
000014	CP - Dams - Boondooma-Playground Day Area		104616	28,500.00				6,000.00	34,500.00		34,519.39	34,519.39
000015	CP - Dam - Boondooma-Bunkhouse Renovation		104616	19,500.00				19,500.00	19,500.00	-4,306.21	4,306.21	4,306.21
000017	CP - Boondooma Dam-Carpark & Pathways		104616	34,500.00					43,000.00		41,867.99	41,867.99
Public Conveniences												
000758	CAP - Toilets - Stuart River Rest Area		104648		1,000.00				1,000.00		422.50	422.50
000001	W404 - Durong - Public Amenities - Bone		100713	80,000.00			40,000.00		40,000.00		980.00	980.00
000002	W404 - Kingsley - Youth Public Amenities		100713	85,000.00			30,000.00		55,000.00	33,434.31	612.99	34,047.09
000003	W404-Kingsley-Glenroy St Amenities		100713	25,000.00			25,000.00		50,000.00		159.41	159.41
000028	CP - Maidenwell-Public Amenities Upgrade		100204	34,500.00					34,500.00	22,456.15	1,078.30	24,434.45
000027	CP - Taximase-Jessies Well/Amen Refurbish		100204	12,000.00								
Open Ground/Murgen												
000599	Mirgon-Squash Courts		100202	140,000.00					140,000.00		22,056.89	22,056.89
000043	DCP-Mirgon-GE2-Amenities Upgrade/Graffiti		100719	35,000.00			15,000.00		50,000.00	10,527.28	5,733.29	17,690.57
Sp/ground/Wondal												
000620	Wondal-Showgrounds-Grandstand Replace		100701	40,000.00					40,000.00			
000000	W404-Wondal-Showground Grandstand		100713	175,000.00					175,000.00	56,419.89	33,258.64	89,977.73
Tennis Courts - Reg												
000044	DCP-Nanango-Tennis Club-Roof Replacement		100719	17,000.00			48,402.00		65,402.00	12,262.66	62,967.68	65,200.34
W40 - Round 3												
000608	W403-Wondal-Swimming Pool-Cover		100608						65,402.00	12,262.66	52,957.68	65,200.34
000609	W403-Wondal-Swimming Pool-Filtration		100688								6,905.48	6,905.48
000012	W403 - Kroy Heritage Museum & VIC		100688							21,730.18	10,368.31	38,668.48

Project Code	Project Description	Corporate Plan Link - Primary	2020/2021 Approved Budget	2019/2020 Works in Progress	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2020/2021 Commitments	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
005720	WAQ3 - Maidenwell Toilet Upgrade			60,000.00				60,000.00			
Parks - Kingaroy											
100202	Mt Woorelin-BED Replacement			600.00				600.00			560.32
005698	Lookout Renovations-Apsis Park/Kingaroy										470.62
100716	WAQ4 - Kingaroy - Memorial Park Softball		40,000.00								1,432.82
100716	WAQ4 - Kingaroy-Apsis Park/Park Furniture		25,000.00		40,000.00			80,000.00	11,000.00		13,346.99
005688	WAQ4 - Kingaroy-Apsis Park/Park Furniture		25,000.00		40,000.00			80,000.00			2,046.57
000013	DCP - 1387 - Mt Woorelin Park, Park Furniture		28,000.00					28,000.00			775.01
000024	DCP - 1387 - Mt Woorelin Park, Park Furniture		100,000.00		100,000.00			200,000.00			30,590.27
000024	DCP - Kingaroy - Apsis Park Lookout Refurb		35,000.00		100,000.00			100,000.00			3,405.00
000024	DCP - Kingaroy - Apsis Park Lookout Refurb										
100202	Kingaroy Parks Redevelopment										
Sub Activity Subtotal											
			258,500.00	600.00	15,000.00	28,000.00	28,000.00	245,100.00	11,000.00	42,722.67	53,812.67
Parks - Nanango											
005695	WAQ4 - Nanango-Pioneer Park/Playground		120,000.00					120,000.00	37,740.00		17,448.62
005698	WAQ4 - N'go Butler, Factory Park/Playground		50,000.00					50,000.00	25,037.37		110,385.88
005690	WAQ4 - Nanango-Reg McCallum Park/Playground		100,000.00		40,000.00			60,000.00	19,354.55		22,265.38
005691	WAQ4 - Nanango-Scott Street Carpark/Shade		70,000.00		15,000.00			55,000.00			55,037.53
006021	DCP - Nanango - Butler Factory Park/Shade		42,500.00					42,500.00			40,433.81
006022	DCP - Nanango - Pioneer Park - Shade		42,500.00					42,500.00	19,287.27		44,767.27
100717	Nanango - Pioneer Park - Shade										
Sub Activity Subtotal											
			428,000.00		25,000.00			400,000.00	95,310.19	237,009.40	334,128.59
Parks - Bialabbett											
005752	Bemarkin Playground & Shelter			4,760.00				4,760.00			4,760.00
005756	Blackbutt Lee Muller Park Equipment			900.00				900.00	681.92		681.92
006026	DCP - Blackbutt/State Park Shade/Shelter		80,000.00					80,000.00			3,568.85
Sub Activity Subtotal											
			80,000.00	5,660.00				85,660.00	681.82	8,368.85	9,040.67
Parks - Wondai											
005674	WAQ4 Wondai-Coronation Park		100,000.00					100,000.00			4,014.64
005688	WAQ4 - Wondai-State Park Upgrade		50,000.00		20,000.00			30,000.00	25,117.00		2,466.12
Sub Activity Subtotal											
			150,000.00		20,000.00			130,000.00	25,117.00	5,480.76	35,580.76
Trail Tracks											
005702	Murgon/Kingaroy/Rail Trail Crossing			22,000.00				22,000.00			17,000.00
Streetscaping											
006023	DCP-Nanango-Streetscape Refurbishment			22,000.00				22,000.00			17,000.00
General											
005677	Building Condition Priorities										
005615	Murgon Shops - Remove Asbestos			1,354,826.24		54,965.00	859,261.24	840,000.00	52,773.59	14,153.00	86,000.59
005619	Boondooma Heritage Tank Stand & Replace			70,000.00				70,000.00			24,490.00
005645	WAQ4-Regional-Roof Replacements		220,000.00					220,000.00	3,737.27		
005690	WAQ4-Regional-Repairing		230,000.00					230,000.00	56,023.17		221,031.83
005687	WAQ4-Regional-Replace Roofing		150,000.00					150,000.00	96,071.05		170,908.05
005680	WAQ4-Regional-Security System		175,000.00					175,000.00	83,730.45		142,268.09
006027	Property - 106 Kingaroy Street, Kingaroy										84,252.50
Sub Activity Subtotal											
			775,000.00	1,428,263.51	295,035.00	519,561.24	1,378,737.27	346,803.26	718,185.43	1,064,988.69	
Activity Total											
			5,825,000.00	1,751,821.65	345,000.00	1,483,784.98	6,435,036.71	1,725,732.68	2,202,207.81	3,928,940.49	
42	100211	Office Infrastructure & Upgrade									153,130.88
42	100211	Server Hardware									79,679.69

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	2019/2021 Actual Budget	2019/2021 In Progress	First Quarter Budget	Second Quarter Budget	Third Quarter Budget	Total Available Budget	2019/2021 Actual Expenditure	2019/2021 Actual Expenditure & Commitments
000382	Photocopying & Printers	42	100211	30,000.00	--	--	--	--	30,000.00	18,206.87	18,206.87
000562	Microwave Radio & Hardware		100211	85,000.00	--	--	--	--	85,000.00	90,990.00	90,990.00
000933	MIS Cloud Provisioning	NA	100211	75,000.00	--	--	--	--	75,000.00	48,672.66	48,672.66
000234	Phantom Pin RTK and Base Station		100211	--	--	--	--	--	--	8,610.41	8,610.41
	(Sub Activity Subtotal)			480,000.00	--	--	--	--	480,000.00	389,227.98	401,805.57
	Activity Total			480,000.00	--	--	--	--	480,000.00	389,227.98	401,805.57
	(Fleet)										
000460	Plant and Fleet Replacement 18-181FY		100212	--	390,972.47	--	--	--	390,972.47	390,972.47	390,972.47
006524	Plant and Fleet Replacement 2019-20		100212	--	920,235.12	--	--	--	920,235.12	1,032,157.18	1,032,157.18
000657	Plant and Fleet Replacement 2020-2021		100212	2,315,000.00	--	222,393.00	222,393.00	222,393.00	2,315,000.00	788,312.05	1,066,312.05
	(Sub Activity Subtotal)			2,315,000.00	1,317,210.59	--	222,393.00	222,393.00	3,632,210.59	2,217,444.70	2,525,444.70
	Activity Total			2,315,000.00	1,317,210.59	--	222,393.00	222,393.00	3,632,210.59	2,217,444.70	2,525,444.70
	(Infrastructure)										
000611	Business System		100666	--	--	--	--	--	--	26,100.00	26,100.00
000231	SAAS Implementation		100666	--	200,000.00	222,393.00	222,393.00	222,393.00	200,000.00	82,990.09	182,990.09
	(Sub Activity Subtotal)			--	200,000.00	222,393.00	222,393.00	222,393.00	200,000.00	109,120.69	109,120.69
	Activity Total			--	200,000.00	222,393.00	222,393.00	222,393.00	200,000.00	109,120.69	109,120.69
	(Plant & Equipment)										
000460	Kingaroy Swimming Pool - Pool Cleaner		100743	--	--	--	--	--	--	19,000.00	19,000.00
	(Sub Activity Subtotal)			--	--	--	--	--	--	19,000.00	19,000.00
	Activity Total			--	--	--	--	--	--	19,000.00	19,000.00
	(Roads)										
000100	DCP-Mauldenwell CBD Upgrade		100720	45,000.00	--	5,000.00	--	--	45,000.00	45,109.97	45,109.97
	(Sub Activity Subtotal)			45,000.00	--	5,000.00	--	--	45,000.00	45,109.97	45,109.97
	Activity Total			45,000.00	--	5,000.00	--	--	45,000.00	45,109.97	45,109.97
	(WAO - Roads)										
000717	W403-Regional-Town Entry Signage		100873	--	--	--	--	--	--	781.40	781.40
	(Sub Activity Subtotal)			--	--	--	--	--	--	781.40	781.40
	Activity Total			--	--	--	--	--	--	781.40	781.40
	(Bridges)										
000100	Regional-Quandali Floodwaters Program		100216	210,000.00	--	--	--	100,000.00	110,000.00	9,523.43	9,523.43
000100	Kingaroy-Quandali Floodwaters Program		100216	180,000.00	--	--	--	180,000.00	100,000.00	8,324.03	10,847.46
000100	LURP-Faromeour-Eden-Enger-Enger		100723	180,000.00	--	--	--	--	180,000.00	3,169.81	3,169.81
	(Sub Activity Subtotal)			570,000.00	--	--	--	180,000.00	350,000.00	22,017.27	24,542.70
	Activity Total			570,000.00	--	--	--	180,000.00	350,000.00	22,017.27	24,542.70
	(KTP)										
000284	Kingaroy Transformation Project		100617	--	--	200,000.00	--	--	200,000.00	730,028.30	930,139.60
000045	Kingaroy Transformation Project		100708	6,950,000.00	--	3,000,000.00	--	3,150,000.00	2,000,000.00	--	--
000211	KTP-Ailford St (Youngmans-Clendons) Works		100709	--	--	2,100,000.00	--	--	2,100,000.00	447,614.92	732,417.48
000212	KTP-Ailford St (Clendons-Suilly) Works		100709	--	--	800,000.00	--	--	800,000.00	178,026.10	345,814.21
000213	KTP-Kingaroy St (Ailford-Suilly) Works		100709	--	--	1,000,000.00	--	500,000.00	300,000.00	237,457.41	274,904.56
000214	KTP-Hilly St (Kingaroy-Suilly) Works		100709	--	--	--	--	--	--	3,741.71	186,416.18
000216	KTP-Hilly St (Clendons-Youngmans) Works		100709	--	--	--	--	--	--	4,075.75	205,389.80
000218	KTP-Clendons St (Ailford-Hilly) Works		100709	--	--	--	--	--	--	62,059.74	163,032.75
000226	KTP - Program Management		100709	--	--	--	--	--	--	1,409.10	86,204.70
	(Sub Activity Subtotal)			6,950,000.00	--	3,100,000.00	--	3,650,000.00	2,700,000.00	1,463,355.53	3,027,018.14
	Activity Total			6,950,000.00	--	3,100,000.00	--	3,650,000.00	2,700,000.00	1,463,355.53	3,027,018.14

Project Code	Project Description	Corporate Plan Link - Priority	Financial Project	2020/2021 Approved Budget	2019/2020 Work in Progress	Final Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	2020/2021 Commitments	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
006176	LRCI-Morfatolao-Waterflow Dr-Reseal		100223	17,248.00	-	-	-	17,248.00	-	14,016.37	14,016.37
006178	TIDS-Hivesville-Webb St-Reseal		100726	2,640.00	-	-	-	2,640.00	12.37	7,548.08	7,561.45
006177	LRCI-Corntonook-Waens-Reseal		100723	14,960.00	-	-	-	14,960.00	-	14,146.00	14,146.00
006178	Bitumen Seal Various Roads		100217	188,633.00	-	44,485.00	-	187,148.00	-	17,852.73	17,852.73
006179	TIDS-Kingaroy-Bunya Highway-Reseal		100728	17,160.00	-	-	-	17,160.00	1,661.64	7,167.57	8,828.21
TIDS - LIRRS Projects				1,653,042.00	-	44,465.00	-	1,671,558.50	11,488.94	1,423,704.89	1,435,193.83
006538	TIDS-Kingaroy-Jamali/Fisher St-Footpath		100249	-	-	-	-	-	-	738.05	738.05
General										738.05	738.05
006459	Town Entry Signs		100245	-	100,000.00	-	-	100,000.00	38,400.00	17,578.88	56,078.88
006718	Nanango-Brisbane Street Drainage		100672	-	4,038.38	-	-	4,038.38	-	4,038.38	4,038.38
006541	CANCELLED See Project 006193 Dirge Ck		104650	-	-	-	-	-	-	1,414.58	1,414.58
006457	Mugon Monument and wheel chair access.1		100744	-	-	-	-	50,000.00	59,449.00	15,124.11	77,573.11
Urban Drainage					104,038.38			104,038.38	57,849.00	35,426.79	136,272.79
006195	Regional-Minor Drainage Replacements		100245	25,800.00	-	-	-	25,800.00	-	8,186.45	8,186.45
006196	LRCI-Kingaroy-Alford Street-Drainage		100723	275,000.00	-	-	-	275,000.00	-	-	-
006197	Mugon-Cobb St South-Drainage		100245	130,000.00	-	-	-	130,000.00	30,288.00	6,239.70	6,239.70
006198	Wondai-Bramston St-Drainage		100245	70,000.00	-	-	-	70,000.00	-	2,550.00	2,550.00
006199	Nanango-Gipps St-Drainage		100245	70,000.00	-	-	-	70,000.00	-	1,486.15	1,486.15
Sub Activity Subtotal				550,800.00	-	-	-	510,800.00	30,768.00	16,462.30	46,730.30
Activity Total				22,223,662.00	335,356.52	44,465.00	5,000.00	17,536,575.02	3,387,802.46	10,543,521.37	13,931,223.85
006049	KTP-Alford St (Youngman-Clendon St)-W/MR		100710	500,000.00	-	-	-	500,000.00	52,370.80	74,953.25	107,324.05
006047	KTP-Alford St (Clendon-Short St)-W/MR		100710	-	-	-	-	-	51,543.98	69,751.25	161,295.21
006048	KTP-Kingaroy (Alford-Haly St)-W/MR		100710	-	-	-	-	-	4,286.07	27,041.90	31,328.07
006049	KTP-Haly (Kingaroy-Clendon St)-W/MR		100710	-	-	-	-	-	4,286.08	28,585.27	32,871.35
006050	KTP-Haly St (Clendon-Youngman St)-W/MR		100710	-	-	-	-	-	10,016.68	113,310.00	123,326.68
006051	KTP-Clendon St (Alford to Haly St)-W/MR		100710	300,000.00	-	-	-	300,000.00	10,688.08	39,595.71	50,283.77
Sub Activity Subtotal				1,100,000.00	-	-	-	885,000.00	107,807.02	376,854.01	484,161.05
Water - General Oper											
006530	Regional Arc Flash Compliance-Water		100226	-	125,000.00	-	-	125,000.00	-	50,367.48	50,367.48
006081	Ornal Reservoir Platform		100226	150,000.00	-	-	-	150,000.00	-	44,652.94	44,652.94
006082	Wooloolin Reservoir		100226	150,000.00	-	-	-	150,000.00	130,160.31	41,462.70	41,462.70
006083	Mugon Reservoir-Pipework		100226	-	-	-	-	-	-	145,696.14	145,696.14
Sub Activity Subtotal				450,000.00	125,000.00	-	-	575,000.00	130,160.31	283,385.24	411,607.50
Water - Kingaroy											
004308	KWS-Burnett St Water Main Replacement		100227	-	-	-	-	-	-	638.47	638.47
004311	KWS-West St Water Main Replacement		100227	-	-	-	-	-	-	1,595.77	1,595.77
005316	Kingaroy-Ornal Reservoir-Roof Replace		100227	-	656,514.51	-	-	656,514.51	-	623,501.18	623,501.18
006459	KWS-Youngman Street (Haly to Avoca)		100227	-	-	-	-	-	-	6,396.33	6,396.33
006471	KWS-Towney St (Youngman to Williams)-W/MR		100227	-	-	-	-	-	-	7,054.41	7,054.41
006473	KWS-Youngman St (Verment to DI PS)-W/MR		100227	-	-	-	-	-	-	335.41	335.41
006479	KWS-Knight St (Railway to Ice Holes)-W/MR		100227	-	-	-	-	-	-	894.42	894.42
006547	Gordonbrook WTP - Foot Conc. Contour Work		100225	-	67,800.75	-	-	67,800.75	-	467,600.79	535,401.54
006054	Water Meter Replacement Program - 20/21		100225	100,000.00	-	-	-	100,000.00	148,840.07	210,613.54	358,653.51
006080	Gordonbrook Dam APG Design Works		100227	300,000.00	-	-	-	300,000.00	-	41,524.27	41,524.27
006083	KWS-W/MR-Youngman St Nth		100227	175,000.00	-	-	-	175,000.00	51,883.28	32,487.00	84,370.28
006084	KWS-W/MR-Been St		100227	100,000.00	-	-	-	100,000.00	-	157,591.25	157,591.25
Sub Activity Subtotal				100,000.00	-	-	-	100,000.00	-	15,672.32	15,672.32

Project Code	Corporate Plan Link - Priority	Project Description	2020/2021 Adopted Budget	2019/2020 Work in Progress	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Trend Available Budget	2020/2021 Commitments	2020/2021 Actual Expenditure	2019/2021 Actual Expenditure & Commitments
Water - Murgon											
000668	Murgon-ACM Replacement		100,000.00	-	-	-	-	100,000.00	-	38,718.44	38,718.44
Sub-Activity Subtotal			100,000.00	-	-	-	-	100,000.00	-	38,718.44	38,718.44
Water - Proston											
000667	Proston-SCADA Platform Update		250,000.00	-	-	-	-	150,000.00	12,417.85	25,147.59	37,565.24
000668	Proston-ACM Replacement		175,000.00	-	-	-	-	175,000.00	1,750.00	158,028.94	101,378.84
Sub-Activity Subtotal			425,000.00	-	-	-	-	325,000.00	14,167.85	184,176.43	138,944.08
Water - Wondai											
000618	Wondai-South St Reservoir-Roof		-	155,051.39	-	230,000.00	-	415,051.39	-	426,068.79	426,068.79
000633	Wondai-SCADA Platform Update		50,000.00	-	-	-	-	50,000.00	-	6,202.44	6,202.44
000680	WWS-WIR-Haly St (Hodge/Scott)		300,000.00	-	-	-	40,000.00	260,000.00	27,878.39	64,122.04	122,101.03
Sub-Activity Subtotal			350,000.00	155,051.39	-	230,000.00	40,000.00	720,051.39	27,878.39	536,424.86	554,403.25
Activity Total			3,000,000.00	1,941,749.69	-	660,000.00	753,000.00	3,905,749.69	905,202.63	2,487,827.67	2,593,930.30
Wastewater - Roma											
Wastewater - General											
000626	Regional-ACM Fish Compliance Wastewater		-	126,000.00	-	-	-	126,000.00	-	62,876.50	62,876.50
000628	Upstate Secura-Cyber Security		-	90,028.50	-	-	-	90,028.50	74,000.00	-	74,000.00
Sub-Activity Subtotal			-	224,028.50	-	-	-	216,028.50	74,000.00	62,876.50	136,876.50
Wastewater - Blackba											
004903	Mains & Manholes - Network Renewals		-	-	-	-	-	-	-	-	-
Sub-Activity Subtotal			-	-	-	-	-	-	-	-	-
Wastewater - Kingaro											
004904	Mains & Manholes - Network Renewals Kc		-	66,040.38	-	395,000.00	-	461,040.38	150,818.66	413,762.77	263,844.22
006056	KWM - Sewer Replacement Works		2,385,000.00	-	-	-	175,000.00	2,560,000.00	1,572,874.21	10,005.38	1,582,879.57
Sub-Activity Subtotal			2,385,000.00	66,040.38	-	395,000.00	175,000.00	2,704,040.38	1,732,452.78	403,757.41	1,336,735.35
Wastewater - Murgon											
004905	Mains & Manholes - Network Renewals		-	535,724.27	-	-	-	535,724.27	-	536,478.00	536,478.00
Sub-Activity Subtotal			-	535,724.27	-	-	-	535,724.27	-	536,478.00	536,478.00
Wastewater - Nanango											
004906	Mains and Manholes - Network Renewals		-	665,795.06	-	193,000.00	-	858,795.06	-	865,061.24	865,061.24
00527	WWTF Reconfiguration - Nanango		-	338,343.63	-	-	-	338,343.63	-	307.52	307.52
000608	NWWS - Sewer Replacement Works		1,050,000.00	-	-	295,000.00	-	1,345,000.00	-	760,759.77	760,759.77
Sub-Activity Subtotal			1,050,000.00	665,795.09	-	82,000.00	-	1,823,795.09	-	1,696,128.83	1,696,128.83
Wastewater - Wondai											
004907	Mains & Manholes - Network Renewal Wor		-	466,881.39	-	313,000.00	-	779,881.39	-	271,268.02	271,268.02
005165	Wondai-Recycled Water Plant Upgrade		-	338,343.63	-	-	-	338,343.63	37,638.39	295,761.29	333,399.65
000604	Wondai-SCADA-STP/WWTF		300,000.00	-	-	100,000.00	-	400,000.00	54,893.95	30,708.95	61,671.79
Sub-Activity Subtotal			300,000.00	765,224.92	-	313,000.00	-	1,083,224.92	92,601.71	594,067.66	666,989.37
Activity Total			3,735,000.00	2,310,711.16	-	285,000.00	-	5,766,711.16	1,895,684.47	2,443,571.37	4,342,665.84
Waste											
Waste Management - R											
000486	Kingaroy-Landfill Acquisition		-	9,919.04	-	105,090.39	-	115,009.43	-	6,818.04	14,819.04
000500	Moolenwell-Transfer Station		350,000.00	-	-	-	350,000.00	-	-	-	-
Sub-Activity Subtotal			350,000.00	9,919.04	-	105,090.39	350,000.00	175,000.00	9,919.64	6,818.04	14,819.04
Activity Total			350,000.00	9,919.64	-	105,090.39	350,000.00	175,000.00	9,919.64	6,818.04	14,819.04

Project Code	Project Description	Corporate Plan Link - Primary	Financial Project	2020/2021 Adopted Budget	2019/2020 Work in Progress	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	2020/2021 Commitments	2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
Land												
General												
005637	Lot 101 SF 25727		100210	--	--	--	--	--	--	--	37,330.77	37,330.77
005638	Lot 101 on SP 272806		100210	--	--	--	--	--	--	--	11,506.71	11,506.71
			Sub-Activity Subtotal	--	--	--	--	--	--	--	48,837.48	48,837.48
			Activity Total	--	--	--	--	--	--	--	48,837.48	48,837.48
				38,228,562.00	7,370,809.29	244,465.00	1,175,080.36	- 8,489,733.48	38,529,263.17	7,849,330.07	20,465,218.47	26,314,548.54

3.2.3 Right of Use Assets

Council's right of use assets consists of long-term leases that are in place for various land parcels, with most of this value relating to the lease for land at Yallakool which is currently due to end in 2051.

3.2.4 Intangible Assets

Council's water allocation and computer software currently make up the intangible asset balance. Water allocations are tested annually for impairment as part of the year end process.

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.

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). During September, Council paid its annual debt service payment to QTC which reduced the carrying value of borrowings in the balance sheet. The balance as at 31 March 2021 was \$33,172,205 made-up of borrowings in the following departments:

Department	Borrowings
NRM & Parks	\$ 580,233
Finance	\$ 930,320
Property	\$ 891,202
Economic Development	\$ 368,199
Environment & Waste	\$ 710,954
Infrastructure	\$ 11,243,654
Water & Wastewater	\$ 18,447,644
Total	\$ 33,172,205

3.3.3 Lease Liabilities

Lease Liabilities relate to AASB 16 requirements for lessees to calculate the lease liability of any long-term operating lease agreements on the balance sheet using an incremental borrowing rate for the period of the lease. Council has 3 lease agreements with the Department of Natural Resources, Mines and Energy that have been taken up as part of this standard.

3.3.4 Provisions

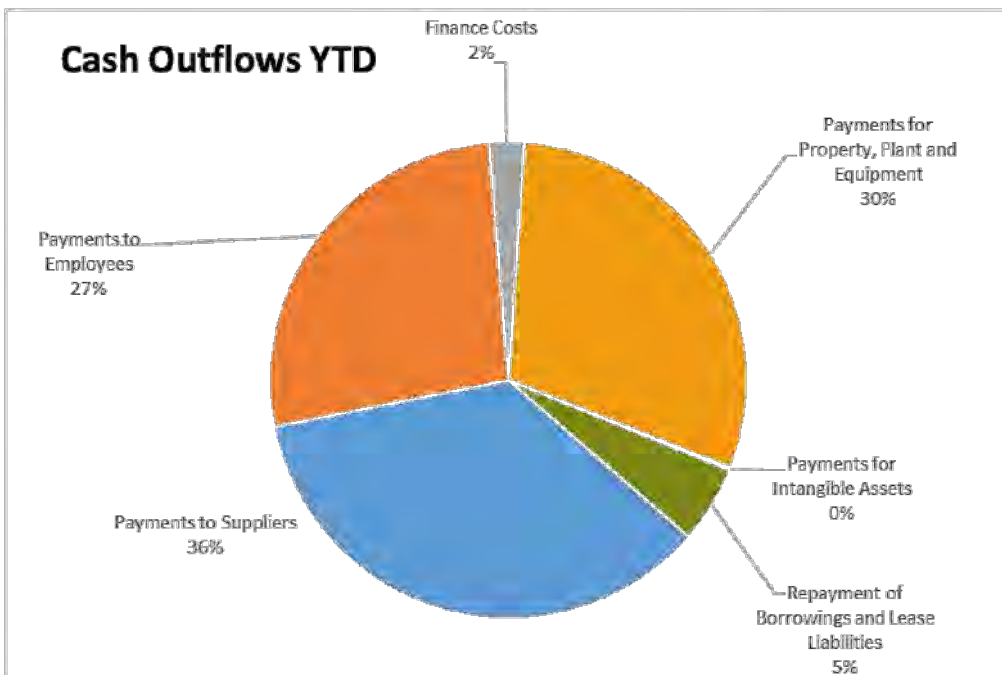
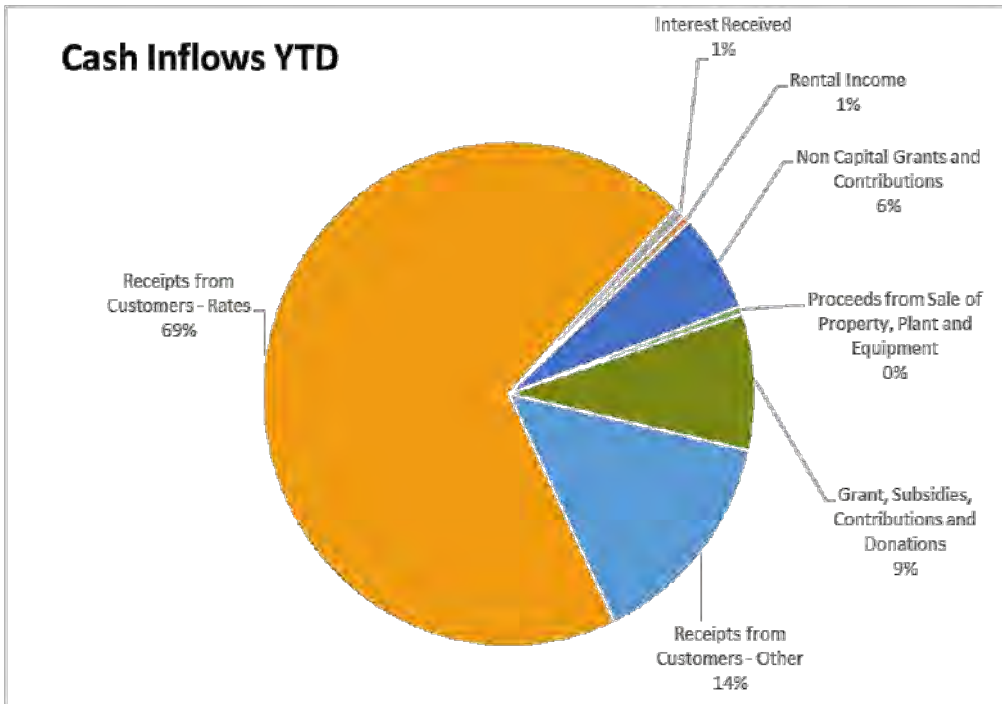
Provisions are made-up of landfill and gravel pit expected restoration costs and employee long service leave. Provisions will be impacted by discount rates and end of year calculations.

3.3.5 Other Liabilities

Other liabilities are made-up of the State Waste Levy payment received in advance.

4.0 Interim Cash Flow

Monthly Cashflow	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	YTD	Amended Budget YTD vs Budget %
Cash Flows from Operating Activities											
Receipts from Customers	\$5,771,966	\$2,774,236	\$19,082,061	\$3,314,673	\$1,814,056	\$1,889,215	\$1,463,717	\$5,274,974	\$17,614,613	\$57,609,530	91%
Payments to Suppliers and Employees	(\$3,987,627)	(\$2,982,688)	(\$5,748,368)	(\$4,815,117)	(\$3,269,349)	(\$4,118,641)	(\$3,122,186)	(\$3,913,518)	(\$4,752,538)	(\$42,104,977)	77%
	(\$4,215,641)	(\$208,451)	\$13,738,712	(\$1,500,445)	(\$1,445,813)	(\$2,229,426)	(\$1,658,479)	\$1,961,460	\$13,062,076	\$15,504,554	
Interest Received	\$65,992	\$28,855	\$77,439	\$64,128	\$56,771	\$34,227	\$72,648	\$13,050	\$77,673	\$495,783	60%
Rental Income	\$38,456	\$35,680	\$57,900	\$30,917	\$50,806	\$44,935	\$42,670	\$30,941	\$12,166	\$342,490	108%
Non Capital Grants and Contributions	\$1,500	\$823,981	\$1,089,301	\$366,225	\$975,510	\$131,130	\$2,500	\$913,719	\$51,627	\$4,364,503	46%
Finance Costs	(\$182,133)	(\$182,497)	(\$174,334)	(\$179,571)	(\$168,786)	(\$172,951)	(\$171,096)	(\$181,316)	(\$172,254)	(\$1,585,047)	83%
Net Cash Inflow (Outflow) from Operating Activities	(\$6,291,626)	\$495,568	\$14,798,018	(\$1,216,746)	(\$530,592)	(\$2,190,265)	(\$1,711,697)	\$2,747,855	\$15,081,288	\$19,122,283	114%
Cash Flows from Investing Activities											
Payments for Property, Plant and Equipment	(\$542,121)	(\$2,041,628)	(\$1,942,499)	(\$3,668,605)	(\$3,537,300)	(\$3,153,265)	(\$2,349,120)	(\$2,393,567)	(\$1,550,899)	(\$20,221,005)	53%
Payments for Intangible Assets	(\$25,130)	-	(\$5,228)	(\$13,723)	(\$13,723)	(\$11,762)	(\$12,416)	(\$13,069)	(\$13,069)	(\$108,121)	54%
Advances (Repayments) of Loans and Advances	-	-	-	-	-	-	-	-	-	-	
Proceeds from Sale of Property, Plant and Equipment	\$15,081	\$117,500	\$11,636	-	-	\$47,389	-	-	\$146,478	\$333,084	83%
Grant, Subsidies, Contributions and Donations	\$1,655,000	-	\$84,635	\$906,283	\$1,577,524	-	\$44,956	\$706,921	\$1,081,739	\$6,057,009	48%
Net Cash Inflow (Outflow) from Investing Activities	\$1,102,831	(\$1,993,128)	(\$1,851,456)	(\$2,776,094)	(\$973,459)	(\$3,116,639)	(\$2,316,580)	(\$1,699,715)	(\$375,752)	(\$13,999,052)	55%
Cash Flows from Financing Activities											
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	-	-	-	-	-	
Repayment of Borrowings and Leasing Liabilities	\$139,688	\$139,688	(\$4,397,081)	\$128,499	\$124,354	\$128,499	\$128,499	(\$54,237)	\$128,499	(\$3,533,591)	119%
Net Cash Inflow (Outflow) from Financing Activities	\$139,688	\$139,688	(\$4,397,081)	\$128,499	\$124,354	\$128,499	\$128,499	(\$54,237)	\$128,499	(\$3,533,591)	119%
Cash and Cash Equivalents at the Beginning of the Period	\$47,404,602	\$42,355,195	\$41,058,323	\$49,602,804	\$45,736,463	\$44,356,316	\$39,176,102	\$35,276,334	\$36,270,227	\$47,404,602	
Net Increase (Decrease) in Cash and Cash Equivalents Held	(\$5,049,407)	(\$1,296,873)	\$8,544,461	(\$3,866,341)	(\$1,380,137)	(\$5,180,224)	(\$3,899,778)	\$999,933	\$12,784,036	\$1,549,650	
Cash and Cash Equivalents at the End of the Period	\$42,355,195	\$41,058,323	\$49,602,804	\$45,736,463	\$44,356,326	\$39,176,102	\$35,276,324	\$36,270,227	\$49,054,262	\$49,054,262	
Restricted Cash	\$28,554,270	\$28,554,270	\$26,385,609	\$24,975,157	\$24,687,819	\$22,359,355	\$22,292,510	\$22,080,097	\$22,288,671	\$22,288,671	
Cash Available for Use	\$13,800,925	\$11,504,053	\$23,217,194	\$20,761,305	\$19,748,507	\$16,816,747	\$14,983,804	\$14,240,129	\$26,765,591	\$26,765,591	



5.0 Interim Changes in Equity

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	YTD
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Revaluation Surplus										
Opening Balance	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684
In/(Dec) in asset revaluation surplus	-	-	-	-	-	-	-	-	-	-
Closing Balance	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684	427,453,684
Retained Surplus										
Opening Balance	428,494,028	423,171,118	444,591,039	437,832,541	434,859,110	432,354,029	428,625,217	423,220,573	448,638,686	428,494,028
Net Result	- 3,322,910	21,419,691	- 6,759,488	- 2,943,431	- 2,595,981	- 3,753,912	- 5,404,644	23,419,119	- 6,539,659	13,204,599
Closing Balance	423,171,118	444,591,009	437,832,541	434,889,110	432,384,029	428,625,217	423,220,573	448,638,686	439,099,027	439,099,027
Total Community Equity	850,624,801	872,044,693	866,285,225	862,342,794	867,837,713	865,079,001	850,674,257	874,092,370	867,152,711	867,152,711

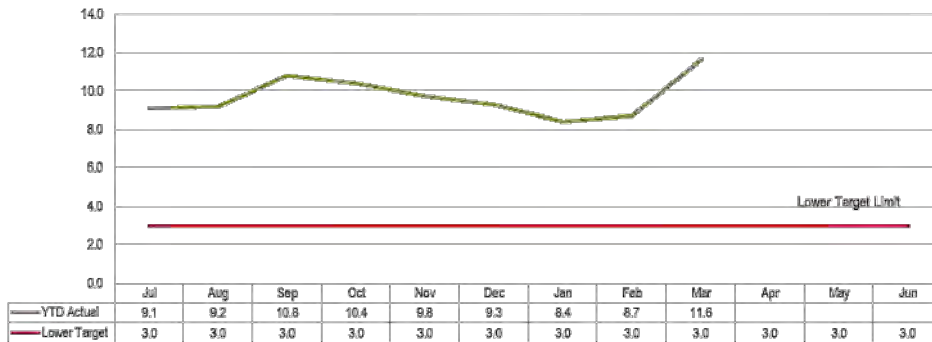
6.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

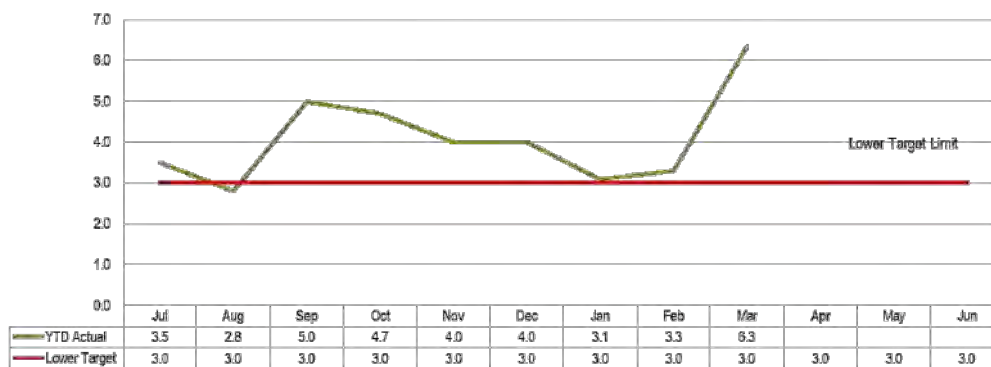
Ratio	Description	Formula	SEPC's Target	Status	Mar-21
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{\text{Total Operating Expense} - \text{Depreciation}} / \text{Number of Periods}$	Target greater than or equal to 3 months	✓	11.6
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	✓	6.3
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	✗	4.8
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 50%	✓	99%
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%	✓	5.5%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	48.05
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%	✓	3.6%
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	1.9%

The current monthly ratios are all tracking on target this month apart from the current ratio which is slightly above the upper target at 4.8. This ratio is currently high due to the 6 monthly rating period having been processed in February. This ratio will slowly go down to within the expected range over the next few months as the rates balance decreases.

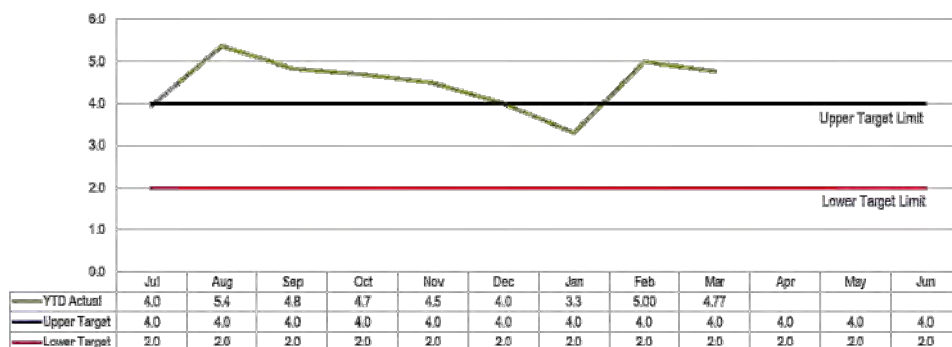
CASH RATIO

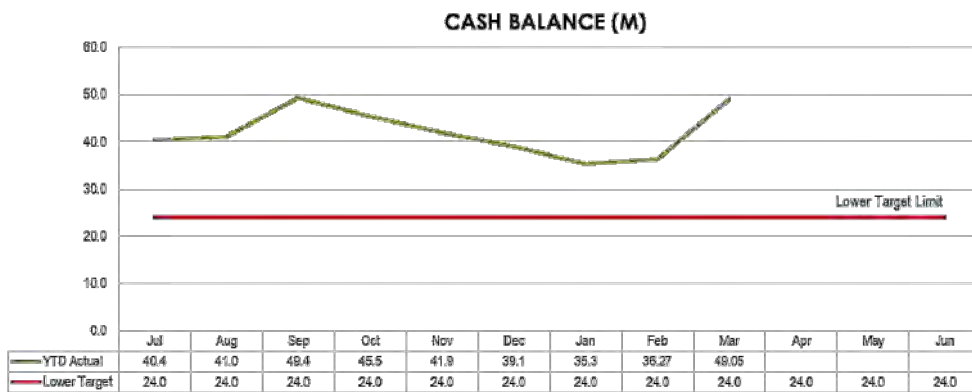
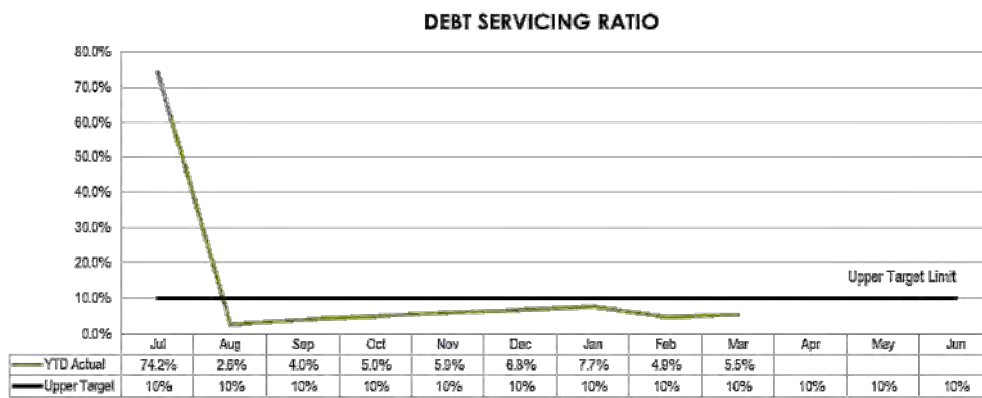
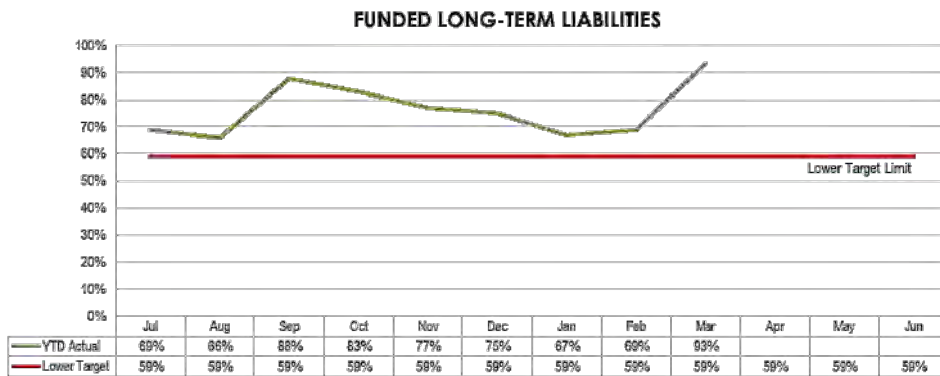


OPERATING CASH RATIO

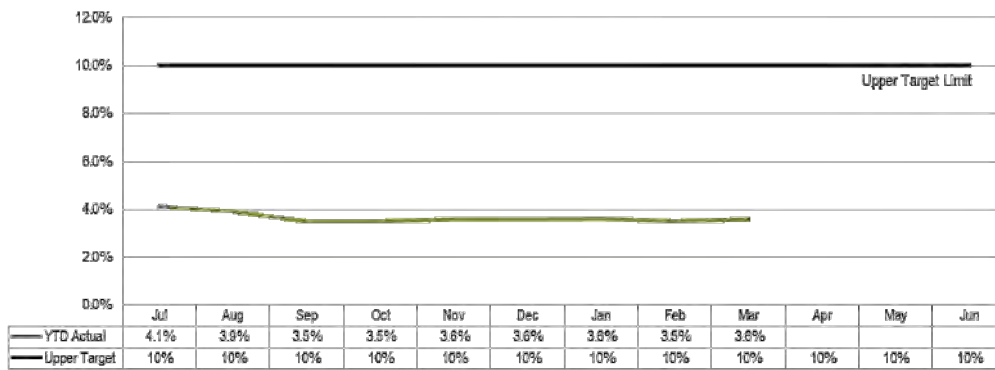


CURRENT RATIO

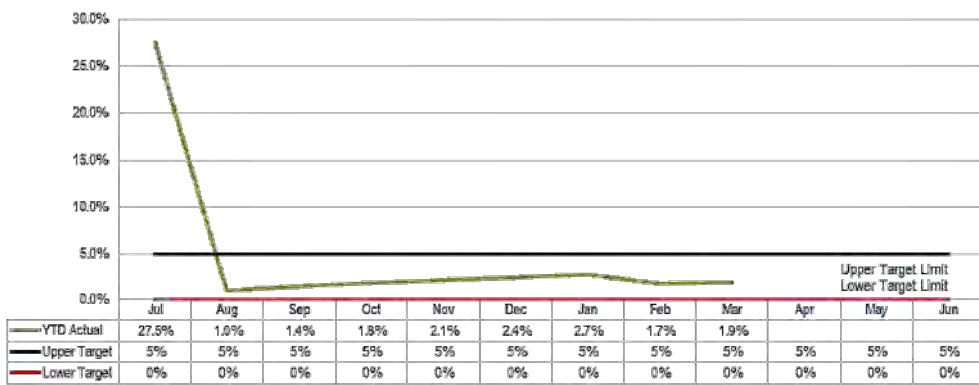




DEBT TO ASSET RATIO



INTEREST COVERAGE RATIO



7.0 Long Term Financial Forecast

Section 171 of the *Local Government Regulation 2012* requires Council to develop a long-term financial forecast, covering a period of at least 10 years, which is 2020/2021 to 2029/2030. The key objective of the long-term financial plan is to understand the Council's financial sustainability for the longer term while focusing on seeking to deliver operational surpluses and to achieve the Council's strategic outcomes as specified in the Corporate Plan.

The long-term financial forecast requires:

- (a) income of the local government;
- (b) expenditure of the local government; and
- (c) the value of assets, liabilities and equity of the local government.

The local government must:

- (a) consider its long-term financial forecast before planning new borrowings; and
- (b) review its long-term financial forecast annually.

The below revised long term financial forecast is based off the 3rd quarter review.

7.1 Income and Expenditure Statements

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	51,434,800	53,031,532	54,684,248	56,398,354
Fees and Charges	4,467,955	4,540,818	4,614,894	4,690,199
Rental Income	292,359	272,443	277,008	281,648
Interest Received	649,463	665,745	682,288	699,197
Sales Revenue	3,085,330	3,145,981	3,207,827	3,270,892
Other Income	964,251	980,660	997,349	1,014,322
Grants, Subsidies, Contributions and Donations	7,743,677	7,822,273	7,901,720	7,982,028
	<u>68,637,835</u>	<u>70,459,452</u>	<u>72,365,334</u>	<u>74,336,640</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	14,205,358	5,684,234	4,917,858	4,917,858
	<u>14,205,358</u>	<u>5,684,234</u>	<u>4,917,858</u>	<u>4,917,858</u>
Total Income	<u>82,843,193</u>	<u>76,143,686</u>	<u>77,283,192</u>	<u>79,254,498</u>
Expenses				
Recurrent Expenses				
Employee Benefits	24,398,242	24,886,855	25,385,248	25,893,617
Materials and Services	23,550,201	23,964,684	24,799,606	24,818,362
Finance Costs	2,193,879	2,103,727	2,061,336	1,898,246
Depreciation and Amortisation	21,896,183	22,248,224	22,698,088	23,032,172
	<u>72,038,505</u>	<u>73,203,490</u>	<u>74,944,278</u>	<u>75,642,397</u>
Capital Expense				
	(406,800)	(413,716)	(420,749)	(427,902)
Total Expense	<u>71,631,705</u>	<u>72,789,774</u>	<u>74,523,529</u>	<u>75,214,495</u>
Net Result	<u>11,211,488</u>	<u>3,353,912</u>	<u>2,759,663</u>	<u>4,040,003</u>
Net Operating Result	<u>(3,400,670)</u>	<u>(2,744,038)</u>	<u>(2,578,944)</u>	<u>(1,305,757)</u>

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	58,172,176	60,014,621	61,922,690	63,899,015	65,946,346
Fees and Charges	4,766,752	4,844,572	4,923,690	5,004,120	5,085,885
Rental Income	286,368	291,166	296,046	301,010	306,056
Interest Received	716,377	733,833	751,570	769,590	787,900
Sales Revenue	3,335,200	3,400,774	3,467,641	3,535,826	3,605,355
Other Income	1,031,577	1,049,120	1,066,961	1,085,139	1,103,601
Grants, Subsidies, Contributions and Donations	8,063,205	8,145,262	8,228,210	8,312,057	8,396,815
	<u>76,371,655</u>	<u>78,479,356</u>	<u>80,656,830</u>	<u>82,906,757</u>	<u>85,231,958</u>
Capital Revenue					
Grants, Subsidies, Contribution and Donations	4,917,858	4,917,858	4,917,858	4,917,858	4,917,858
	<u>4,917,858</u>	<u>4,917,858</u>	<u>4,917,858</u>	<u>4,917,858</u>	<u>4,917,858</u>
Total Income	<u>81,289,513</u>	<u>83,397,214</u>	<u>85,574,688</u>	<u>87,824,615</u>	<u>90,149,816</u>
Expenses					
Recurrent Expenses					
Employee Benefits	26,412,152	26,941,063	27,480,592	28,030,697	28,592,238
Materials and Services	25,257,906	25,671,632	26,416,529	26,630,080	27,280,071
Finance Costs	1,726,473	1,683,202	1,497,262	1,318,062	1,126,830
Depreciation and Amortisation	23,361,263	24,002,697	24,335,089	24,770,982	25,202,833
	<u>76,757,793</u>	<u>78,498,614</u>	<u>79,731,471</u>	<u>80,750,022</u>	<u>82,201,972</u>
Capital Expense	(435,176)	(442,574)	(450,098)	(457,750)	(465,532)
	<u>(435,176)</u>	<u>(442,574)</u>	<u>(450,098)</u>	<u>(457,750)</u>	<u>(465,532)</u>
Total Expense	<u>76,322,617</u>	<u>78,056,040</u>	<u>79,281,373</u>	<u>80,292,272</u>	<u>81,736,440</u>
Net Result	<u>4,966,896</u>	<u>5,341,174</u>	<u>6,293,315</u>	<u>7,532,343</u>	<u>8,413,376</u>
Net Operating Result	<u>(386,198)</u>	<u>(19,258)</u>	<u>925,359</u>	<u>2,156,735</u>	<u>3,029,986</u>

7.2 Financial Position

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
Assets				
Current Assets				
Cash and Cash Equivalents	\$ 34,106,914	\$ 44,681,009	\$ 34,298,878	\$ 38,117,679
Receivables	\$ 5,432,376	\$ 5,539,142	\$ 5,746,855	\$ 6,060,504
Inventories	\$ 764,632	\$ 756,986	\$ 749,416	\$ 741,922
Total Current Assets	\$ 40,303,921	\$ 50,977,136	\$ 40,795,149	\$ 44,920,105
Non-Current Assets				
Receivables - Non-Current	\$ 910,507	\$ 708,848	\$ 512,314	\$ 315,780
Infrastructure, Property, Plant and Equipment	\$ 887,736,859	\$ 888,924,481	\$ 898,526,810	\$ 895,396,946
Right of Use Assets	\$ 817,997	\$ 781,958	\$ 745,919	\$ 711,743
Intangible Assets	\$ 8,053,843	\$ 8,015,222	\$ 7,983,790	\$ 7,557,984
Total Non-Current Assets	\$ 897,519,206	\$ 898,430,510	\$ 907,768,834	\$ 903,982,454
Total Assets	\$ 937,823,128	\$ 949,407,646	\$ 948,563,982	\$ 948,902,559
Liabilities				
Current Liabilities				
Payables	\$ 8,220,105	\$ 7,903,612	\$ 7,935,606	\$ 7,987,709
Borrowings	\$ 3,250,723	\$ 3,827,719	\$ 3,984,340	\$ 3,798,633
Provisions	\$ 3,950,823	\$ 3,794,197	\$ 3,711,725	\$ 3,830,224
Unearned Revenue	\$ 2,149,323	\$ 2,215,789	\$ 2,284,585	\$ 2,355,937
Total Current Liabilities	\$ 17,570,974	\$ 17,741,316	\$ 17,916,256	\$ 17,972,502
Non-Current Liabilities				
Payables - Non-Current	\$ 837,371	\$ 814,719	\$ 793,430	\$ 771,567
Borrowings - Non-Current	\$ 32,092,176	\$ 39,931,331	\$ 35,813,865	\$ 31,882,105
Provisions - Non-Current	\$ 13,647,758	\$ 13,891,519	\$ 14,252,009	\$ 14,447,957
Unearned Revenue	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 46,577,305	\$ 54,637,569	\$ 50,859,303	\$ 47,101,629
Total Liabilities	\$ 64,148,279	\$ 72,378,885	\$ 68,775,559	\$ 65,074,131
Net Assets	\$ 873,674,849	\$ 877,028,761	\$ 879,788,424	\$ 883,828,427
Equity				
Retained Earnings	\$ 446,221,166	\$ 449,575,077	\$ 452,334,740	\$ 456,374,743
Revaluation Reserve	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Total Equity	\$ 873,674,849	\$ 877,028,761	\$ 879,788,424	\$ 883,828,427

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
Assets					
Current Assets					
Cash and Cash Equivalents	\$ 57,968,222	\$ 48,657,088	\$ 56,449,734	\$ 53,847,886	\$ 62,253,576
Receivables	\$ 6,485,081	\$ 7,024,597	\$ 7,679,981	\$ 8,461,501	\$ 9,374,318
Inventories	\$ 734,503	\$ 727,158	\$ 719,886	\$ 712,687	\$ 705,560
Total Current Assets	\$ 65,187,806	\$ 56,408,843	\$ 64,849,581	\$ 63,022,074	\$ 72,333,454
Non-Current Assets					
Receivables - Non-Current	\$ 8,352	\$ 0	\$ 0	\$ 0	\$ 0
Infrastructure, Property, Plant and Equipment	\$ 892,313,215	\$ 902,499,004	\$ 896,808,574	\$ 902,356,412	\$ 897,484,299
Right of Use Assets	\$ 677,567	\$ 643,391	\$ 609,338	\$ 575,285	\$ 541,232
Intangible Assets	\$ 7,127,920	\$ 6,693,555	\$ 6,254,846	\$ 5,811,750	\$ 5,354,223
Total Non-Current Assets	\$ 900,127,054	\$ 909,835,951	\$ 903,672,758	\$ 908,743,448	\$ 903,389,755
Total Assets	\$ 965,314,860	\$ 966,244,794	\$ 968,522,339	\$ 971,765,521	\$ 975,723,209
Liabilities					
Current Liabilities					
Payables	\$ 8,023,924	\$ 8,074,312	\$ 8,128,269	\$ 8,166,621	\$ 8,219,530
Borrowings	\$ 4,663,287	\$ 4,315,521	\$ 4,469,062	\$ 4,520,381	\$ 4,681,843
Provisions	\$ 3,869,804	\$ 3,841,490	\$ 3,948,601	\$ 4,022,169	\$ 5,235,804
Unearned Revenue	\$ 2,421,491	\$ 2,498,185	\$ 2,577,611	\$ 2,659,878	\$ 2,745,101
Total Current Liabilities	\$ 18,978,506	\$ 18,729,508	\$ 19,123,542	\$ 19,369,048	\$ 20,882,277
Non-Current Liabilities					
Payables - Non-Current	\$ 749,116	\$ 726,195	\$ 702,656	\$ 678,482	\$ 653,656
Borrowings - Non-Current	\$ 42,085,693	\$ 37,637,046	\$ 33,034,858	\$ 28,381,351	\$ 23,566,382
Provisions - Non-Current	\$ 14,706,222	\$ 15,015,548	\$ 15,231,472	\$ 15,374,485	\$ 14,245,363
Unearned Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 57,541,031	\$ 53,378,789	\$ 48,968,986	\$ 44,434,318	\$ 38,465,401
Total Liabilities	\$ 76,519,536	\$ 72,108,296	\$ 68,092,528	\$ 63,803,366	\$ 59,347,679
Net Assets	\$ 888,795,323	\$ 894,136,497	\$ 900,429,811	\$ 907,962,155	\$ 916,375,531
Equity					
Retained Earnings	\$ 461,341,639	\$ 466,682,813	\$ 472,976,128	\$ 480,508,471	\$ 488,921,847
Revaluation Reserve	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Total Equity	\$ 888,795,323	\$ 894,136,497	\$ 900,429,811	\$ 907,962,155	\$ 916,375,531

7.3 Cash Flow

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 65,839,615	\$ 65,185,714	\$ 66,976,070	\$ 68,804,730
Interest Received	\$ 649,463	\$ 665,745	\$ 682,288	\$ 699,197
Rental Income	\$ 292,359	\$ 272,443	\$ 277,008	\$ 281,648
Non-Capital Grants and Contributions	\$ 7,743,677	\$ 7,822,273	\$ 7,901,720	\$ 7,982,028
<i>Payments:</i>				
Payment to Suppliers	-\$ 51,384,982	-\$ 52,971,905	-\$ 53,849,122	-\$ 54,375,121
Borrowing Costs	-\$ 1,644,666	-\$ 1,553,090	-\$ 1,514,912	-\$ 1,359,649
Net Cash Provided (or Used) in Operating Activities	\$ 21,495,466	\$ 19,421,180	\$ 20,473,052	\$ 22,032,833
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 406,800	\$ 413,716	\$ 420,749	\$ 427,902
Grants, Subsidies, Contributions and Donations	\$ 14,205,358	\$ 5,684,234	\$ 4,917,858	\$ 4,917,858
<i>Payments:</i>				
Payments for PPE	-\$ 39,434,592	-\$ 23,361,186	-\$ 32,232,946	-\$ 19,442,326
Net Cash Provided (or Used) in Investing Activities	-\$ 24,822,434	-\$ 17,263,236	-\$ 26,894,339	-\$ 14,096,566
Cash Flows from Financing Activities				
<i>Receipts:</i>				
Proceeds from Borrowings	\$ 5,000,000	\$ 11,800,000	\$ -	\$ -
<i>Payments:</i>				
Repayments of Borrowings	-\$ 3,233,987	-\$ 3,383,849	-\$ 3,960,845	-\$ 4,117,466
Net Cash Provided (or Used) in Financing Activities	\$ 1,766,013	\$ 8,416,151	-\$ 3,960,845	-\$ 4,117,466
Net Increase/(Decrease) in Cash and Cash Equivalents	-\$ 1,560,955	\$ 10,574,095	-\$ 10,382,131	\$ 3,818,801
Cash and Cash Equivalents at Beginning of Period	\$ 35,667,869	\$ 34,106,914	\$ 44,681,009	\$ 34,298,878
Cash and Cash Equivalents at End of Period	\$ 34,106,914	\$ 44,681,009	\$ 34,298,878	\$ 38,117,679

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
Cash Flows from Operating Activities					
<i>Receipts:</i>					
Receipts from Customers	\$ 70,812,127	\$ 72,513,923	\$ 74,540,681	\$ 76,665,420	\$ 78,883,782
Interest Received	\$ 716,377	\$ 733,833	\$ 751,570	\$ 769,590	\$ 787,900
Rental Income	\$ 286,368	\$ 291,166	\$ 296,048	\$ 301,010	\$ 306,056
Non-Capital Grants and Contributions	\$ 8,063,205	\$ 8,145,262	\$ 8,228,210	\$ 8,312,057	\$ 8,396,815
<i>Payments:</i>					
Payment to Suppliers	-\$ 55,438,310	-\$ 56,674,217	-\$ 57,774,678	-\$ 58,737,187	-\$ 60,164,011
Borrowing Costs	-\$ 1,197,207	-\$ 1,165,176	-\$ 996,597	-\$ 844,486	-\$ 685,595
Net Cash Provided (or Used) in Operating Activities	\$ 23,242,559	\$ 23,844,792	\$ 25,045,233	\$ 26,466,403	\$ 27,524,947
Cash Flows from Investing Activities					
<i>Receipts:</i>					
Proceeds from Sale of PPE	\$ 435,176	\$ 442,674	\$ 450,098	\$ 457,750	\$ 465,532
Grants, Subsidies, Contributions and Donations	\$ 4,917,858	\$ 4,917,858	\$ 4,917,858	\$ 4,917,858	\$ 4,917,858
<i>Payments:</i>					
Payments for PPE	-\$ 19,813,291	-\$ 33,719,945	-\$ 18,171,896	-\$ 29,841,672	-\$ 19,849,140
Net Cash Provided (or Used) in Investing Activities	-\$ 14,460,257	-\$ 28,359,513	-\$ 12,803,940	-\$ 24,466,064	-\$ 14,465,750
Cash Flows from Financing Activities					
<i>Receipts:</i>					
Proceeds from Borrowings	\$ 15,000,000	\$ -	\$ -	\$ -	\$ -
<i>Payments:</i>					
Repayments of Borrowings	-\$ 3,931,759	-\$ 4,796,413	-\$ 4,448,647	-\$ 4,602,188	-\$ 4,653,507
Net Cash Provided (or Used) in Financing Activities	\$ 11,068,241	-\$ 4,796,413	-\$ 4,448,647	-\$ 4,602,188	-\$ 4,653,507
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 19,850,543	-\$ 9,311,134	\$ 7,792,646	-\$ 2,601,849	\$ 8,405,690
Cash and Cash Equivalents at Beginning of Period	\$ 38,117,679	\$ 57,968,222	\$ 48,657,088	\$ 56,449,734	\$ 53,847,886
Cash and Cash Equivalents at End of Period	\$ 57,968,222	\$ 48,657,088	\$ 56,449,734	\$ 53,847,886	\$ 62,253,576

7.4 Changes in Equity

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
Asset Revaluation Surplus				
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Retained Surplus				
Opening Balance	\$ 435,009,678	\$ 446,221,166	\$ 449,575,077	\$ 452,334,740
Net Result	\$ 11,211,488	\$ 3,353,912	\$ 2,759,663	\$ 4,040,003
Closing Balance	\$ 446,221,166	\$ 449,575,077	\$ 452,334,740	\$ 456,374,743
Total Community Equity	\$ 873,674,849	\$ 877,028,761	\$ 879,788,424	\$ 883,828,427

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
Asset Revaluation Surplus					
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Retained Surplus					
Opening Balance	\$ 456,374,743	\$ 461,341,639	\$ 466,682,813	\$ 472,976,128	\$ 480,508,471
Net Result	\$ 4,966,896	\$ 5,341,174	\$ 6,293,315	\$ 7,532,343	\$ 8,413,376
Closing Balance	\$ 461,341,639	\$ 466,682,813	\$ 472,976,128	\$ 480,508,471	\$ 488,921,847
Total Community Equity	\$ 888,795,323	\$ 894,136,497	\$ 900,429,811	\$ 907,962,155	\$ 916,375,531

8.0 Investments

Council had \$49.074m held in bank accounts at 31 March 2021. Out of this balance 85% was held with QTC with an end of month interest rate of 0.79% and the remaining 15% was with Commonwealth Bank with an interest rate of 0.60%.

Institution	Rating	Rate at 30/06/2020	Current Rate
QTC	A1+	0.86%	0.79%
CBA General Account (new)	A1+	0.75%	0.60%
CBA General Account	A1+	0.75%	0.60%

During March, Council called for Term Deposit rates to investigate the opportunity of maximising interest revenue. As per below, QTC still remain with the highest rate at 0.79% followed by CBA at 0.60%. As such, Council will continue to hold the majority of its cash holdings with QTC.

Bank	Term - Days			Estimated Interest Income			Interest loss compared to QTC	
	30	60	90	30 Days	60 Days	90 Days	90 Days	
NAB	0.05%	0.10%	0.34%	\$ 205.48	\$ 821.92	\$4,191.78	-\$	5,547.95
CBA	0.12%	0.14%	0.16%	\$ 493.15	\$1,150.68	\$1,972.60	-\$	7,767.12
Heritage	0.10%	0.30%	0.50%	\$ 410.96	\$2,465.75	\$6,164.38	-\$	3,575.34
BOQ	0.10%	0.15%	0.35%	\$ 410.96	\$1,232.88	\$4,315.07	-\$	5,424.66
Bendigo	0.15%	0.15%	0.20%	\$ 616.44	\$1,232.88	\$2,465.75	-\$	7,273.97
CBA Gen Account	0.60%	0.60%	0.60%	\$2,465.75	\$4,931.51	\$7,397.26	-\$	2,342.47
QTC	0.79%	0.79%	0.79%	\$3,246.58	\$6,493.15	\$9,739.73		

Investment Portfolio Report

As at 31 March 2021

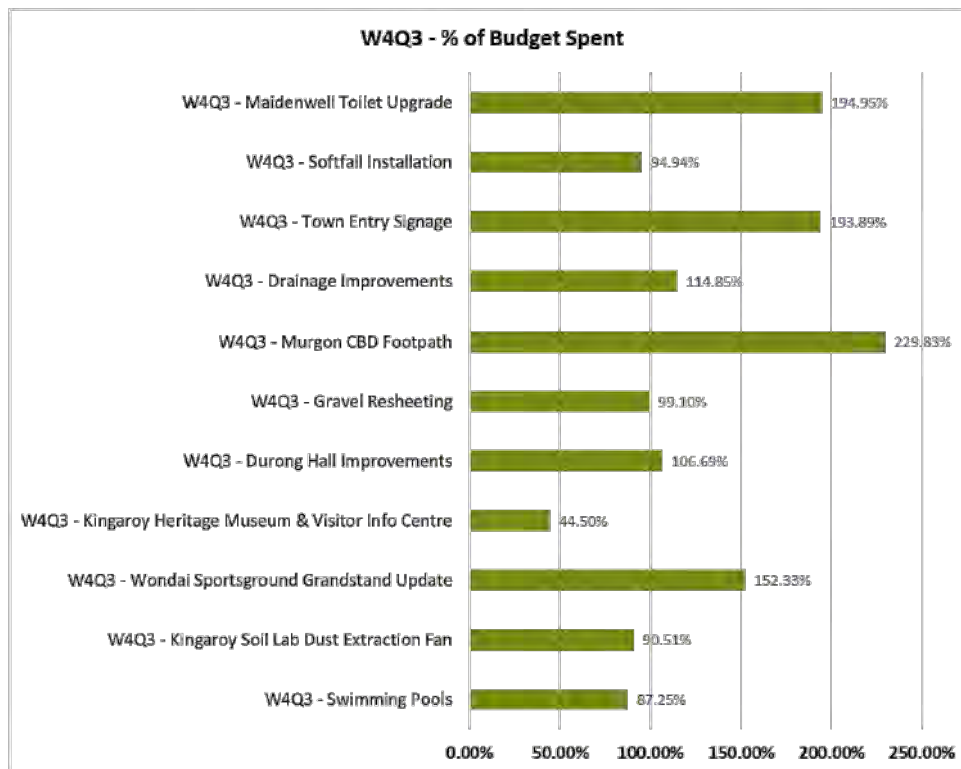
Financial Institution	Opening Investment Balance 1 July 2020	Interest Rate	Deposits	Redemptions	Balance	Interest Income	Admin Charge	Net Interest Income	Ending Investment Balance 31 March 2021	% to Portfolio	Short Term Rating	Individual Counter-Party Limit	Maximum Funds Limit
Queensland Treasury Corporation	41,289,201	0.79%	16,000,000	16,000,000	41,289,201	228,672	41,914	186,758	41,475,959	0.85	A1+	100%	No Limit
Commonwealth Bank Australia General Operating Account	6,211,212	0.60%	111,963,534	110,605,483	7,569,262	28,870		28,870	7,598,133	0.15	A1+	25% to 35%	\$20M
Total	47,500,413		127,963,534	126,605,483	48,858,463	257,542	41,914	215,628	49,074,092				

9.0 Works for Queensland

9.1 Works for Queensland Round 3

The Works for Queensland total budget is \$4.5m. To-date, \$5.237m of actuals has been spent with a further committed cost of \$169k identified. As at 31 March 2021, \$4.390m was eligible expenditure under the grant with the remaining \$847k funded by Council. At this stage, Council is on track to ensure all of the \$4.5m is spent by the end of June 2021.

Project Code	Project Description	Project Budget	Actuals to Date	Committed	Eligible Expenditure	Uncommitted	Uncommitted	Uncommitted	Uncommitted	Uncommitted	Uncommitted	Uncommitted	Uncommitted
90095B	W4Q3 - Swimming Pools	380,000.00	307,933.42	10,379.04	293.00	-	-	-	0.00	216,872.56	242,937.65	-	87.35%
90095F	W4Q3 - Kingaroy Soil Lab Dust Extraction Fan	80,000.00	80,000.00	-	-	-	-	-	0.00	80,000.00	80,000.00	-	100.00%
90095P	W4Q3 - Wondai Sportsground Grandstand Upgrade	70,000.00	106,531.29	-	-	-	-	-	0.00	236,830.29	70,000.00	96,531.29	152.33%
90095B	W4Q3 - Kingaroy Heritage Museum & Visitor Info Centre	50,000.00	5,292.20	3,866.80	2,589.84	-	-	-	0.00	23,708.06	23,708.06	-	44.50%
90095B	W4Q3 - Durong Hall Improvements	15,000.00	16,038.20	-	-	-	-	-	0.00	16,038.20	16,038.20	-	106.69%
90095B	W4Q3 - Gravel Resheeting	2,750,000.00	2,750,000.00	130,000.00	-	-	-	-	0.00	2,750,000.00	2,750,000.00	-	99.310%
90095F	W4Q3 - Murgon CBD Footpath	900,000.00	800,947.59	251,859.89	18,000.00	-	-	-	0.00	1,048,811.11	2,242,000.00	848,000.00	229.83%
90097E	W4Q3 - Drainage Improvements	550,000.00	597,936.61	4,936.61	-	-	-	-	0.00	423,861.97	597,936.61	174,074.64	114.85%
90097A	W4Q3 - Town Entry Signage	130,000.00	105,000.00	-	-	-	-	-	0.00	129,867.11	105,000.00	24,867.11	94.50%
90097A	W4Q3 - Softfall Installation	180,000.00	164,879.61	-	-	-	-	-	0.00	284,507.51	164,879.61	-	94.94%
90097E	W4Q3 - Maidenwell Toilet Upgrade	15,000.00	26,452.08	-	-	-	-	-	0.00	10,240.88	15,000.00	5,242.08	114.85%
		4,500,000.00	4,821,693.86	396,977.83	21,583.15	21,583.15	-	-	184,061.90	5,236,760.21	4,389,470.01	846,290.20	100.00%



9.2 Works for Queensland Round 4 – COVID

The Works for Queensland round 4 total budget is \$3.31m. To-date, \$1.012m of actuals has been spent with a further committed cost of \$1.326m identified. Council is actively trying to ensure that funds under this grant are spent by the end of June 2021.

W4Q4 COVID- Capital Grant Projects Report

Project Code	Project Description	Project Budget	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	Commitments	Project Life to Date Actual
100712	W4Q4-Woodville Lightening Upgrade	50,000.00	-	-	-	-	-	-	-	-	458.60	18,286.00	2,610.00
	Sum Total	50,000.00	-	-	-	-	-	-	-	-	458.60	18,286.00	2,610.00
100713	W4Q4-Highway-Footprint & Carpark CCTV	150,000.00	-	-	-	-	-	-	-	-	-	-	-
00960	W4Q4-Hamp-Cultural Centre-Aircon	250,000.00	590.00	3,451.10	2,916.00	8,893.16	2,161.00	-	6,179.20	-	0.00	278,074.54	20,494.48
00964	W4Q4-Regional-Foot Rehabilitation	370,000.00	-	7,340.00	10,332.48	23,223.48	23,223.48	-	507.60	60,054.56	8,823.07	48,823.07	162,498.95
00965	W4Q4-Regional-Resurfacing	150,000.00	-	-	-	-	-	-	-	-	-	48,970.00	64,774.25
00967	W4Q4-Regional-Security System	170,000.00	-	-	-	-	-	-	10,520.00	-	-	63,784.48	56,810.94
00968	W4Q4-Home-Shopping Standard	125,000.00	-	4,252.00	-	-	-	-	36,000.00	-	-	66,000.00	36,269.00
00001	W4Q4 - Dumps - Public Amenities - Site	40,000.00	-	562.00	4,837.24	6,920.00	-	-	10,133.60	1,750.00	9,075.00	56,416.84	33,669.84
00002	W4Q4 - Highways - Youth Public Amenities	50,000.00	-	-	-	-	-	-	461.68	-	-	681.00	881.00
00003	W4Q4 - Highways - Public Amenities	20,000.00	-	182.61	-	-	-	-	-	-	168.50	33,644.11	61.92
00005	W4Q4 - School Bus - Public Amenities	20,000.00	-	-	-	-	-	-	20,000.00	-	-	2,820.00	20,000.00
00020	W4Q4 - School Bus - Public Amenities	20,000.00	-	-	-	-	-	-	-	-	-	-	20,000.00
	Sum Total	1,925,000.00	4,582.50	10,453.61	24,063.74	48,193.45	28,228.00	50,368.67	176,992.27	87,142.64	744,774.21	455,173.95	
100714	W4Q4 - Highways - Large Planting	-	-	-	-	-	-	-	-	-	-	-	-
00960	W4Q4 - Regional-Foot Rehabilitation	150,000.00	-	-	-	1,620.21	-	5,442.93	20,267.15	-	1,600.91	-	-
00961	W4Q4 - Regional-Foot Rehabilitation	20,000.00	-	-	-	-	-	-	488.00	-	3,933.00	40,113.20	56,441.91
00962	W4Q4 - Regional-Foot Rehabilitation	20,000.00	-	-	-	-	-	-	-	-	-	-	488.00
00963	W4Q4 - Regional-Foot Rehabilitation	300,000.00	-	-	-	3,300.00	-	-	-	-	468.00	-	4,267.00
	Sum Total	370,000.00	-	-	-	4,263.20	1,580.91	12,888.85	34,278.25	25,268.94	22,868.16	77,482.20	55,686.90
100715	W4Q4-Economics-Homeless-Water	20,000.00	-	18,181.82	-	-	-	-	-	-	-	-	20,000.00
00970	W4Q4-Proton-Dump Felt	16,000.00	-	-	-	-	-	-	-	-	488.00	1,818.18	677.00
00974	W4Q4-Woodville-Competition Park	100,000.00	-	-	-	-	-	-	-	-	4,914.64	-	4,914.64
00975	W4Q4-Economics-Dance-Bun-Bunhouse Relocation	200,000.00	-	3,950.00	89,842.16	25,711.88	34,250.23	16,731.62	14,377.62	73,833.68	31,022.30	259,249.30	
00976	W4Q4 - Dumps - Economics - Tennis Courts	10,000.00	-	467.07	-	-	-	-	2,910.61	303.18	-	4,655.57	-
00977	W4Q4-Home-Healthcare Museum Program	10,000.00	-	-	-	-	-	-	-	-	-	-	-
00978	W4Q4 - Dumps - 168800 Dam - East Ramp Repairs	20,000.00	-	-	-	2,616.40	500.00	-	463.00	-	-	36,624.70	3,663.00
00984	CP - Dumps - 168800 Dam - Tennis Courts	20,000.00	-	-	-	188.64	-	-	-	-	-	4,942.62	1,190.88
00016	W4Q4 - 168800 Dam - Tennis Courts	151,000.00	102.88	-	8,920.10	1,832.30	229.29	-	1,958.68	-	10,244.76	167,563.10	1,700.00
00021	W4Q4 - 168800 Dam - Tennis Courts	56,000.00	-	-	-	-	-	-	5,065.00	-	20,930.40	63,492.64	28,666.36
00022	W4Q4 - 168800 Dam - Tennis Courts	50,000.00	-	-	-	-	-	-	-	-	468.00	-	677.00
	Sum Total	750,000.00	18,181.82	18,201.76	9,382.27	165,177.81	29,400.20	58,361.15	23,163.85	18,262.87	90,425.27	343,892.73	363,887.91
100716	W4Q4 - Management-Playground	100,000.00	-	-	650.24	479.00	479.00	479.00	5,300.00	1,000.00	-	87,742.00	67,418.00
00985	W4Q4 - Highways - Public Amenities	50,000.00	-	1,026.56	-	-	-	-	71,524.13	6,028.10	-	4,933.44	25,930.37
00986	W4Q4 - Highways - Public Amenities	50,000.00	-	-	928.24	479.00	-	-	-	-	1,940.00	11,992.00	14,938.00
00987	W4Q4 - Highways - Public Amenities	50,000.00	-	-	479.00	-	-	-	-	-	468.00	28,107.00	2,490.12
00988	W4Q4 - Highways - Public Amenities	50,000.00	-	-	868.24	479.00	-	-	-	-	468.00	19,594.66	2,490.12
00989	W4Q4 - Highways - Public Amenities	50,000.00	-	-	1,688.00	-	-	-	-	-	-	-	55,007.56
00991	W4Q4 - Highways - Public Amenities	50,000.00	-	174.16	3,576.29	697.89	-	-	-	152.00	-	24,002.00	3,841.81
00992	W4Q4 - Highways - Public Amenities	50,000.00	-	174.16	4,822.16	5,897.42	4,833.90	15,465.18	76,341.94	9,261.61	6,781.97	147,263.92	175,746.90
	Grand Total	3,310,000.00	18,181.82	8,882.02	24,115.41	162,418.15	84,418.15	96,591.18	182,141.99	280,142.22	174,894.22	1,292,955.06	1,072,314.92

10.0 Procurement Update

Council has released three Invitations to Offer for the acquisition of replacement Plant & Fleet that has reached its useful life to support Council operations.

No offers were received for the baled Rhodes Grass Hay. Council will be re-releasing the Invitation to Offer for the Baled Rhodes Grass Hay with a reduced reserve.

Council has committed in excess of \$780,000 with local suppliers since the commencement of the Kingaroy Transformation Project.

Council received a total of 20 submissions to Councils contract refresh of Pre-Qualified suppliers for Civil Works, Trade Services, Electrical Works and Pest Management. Evaluations are underway and applicants will be notified of the outcome in the near future.

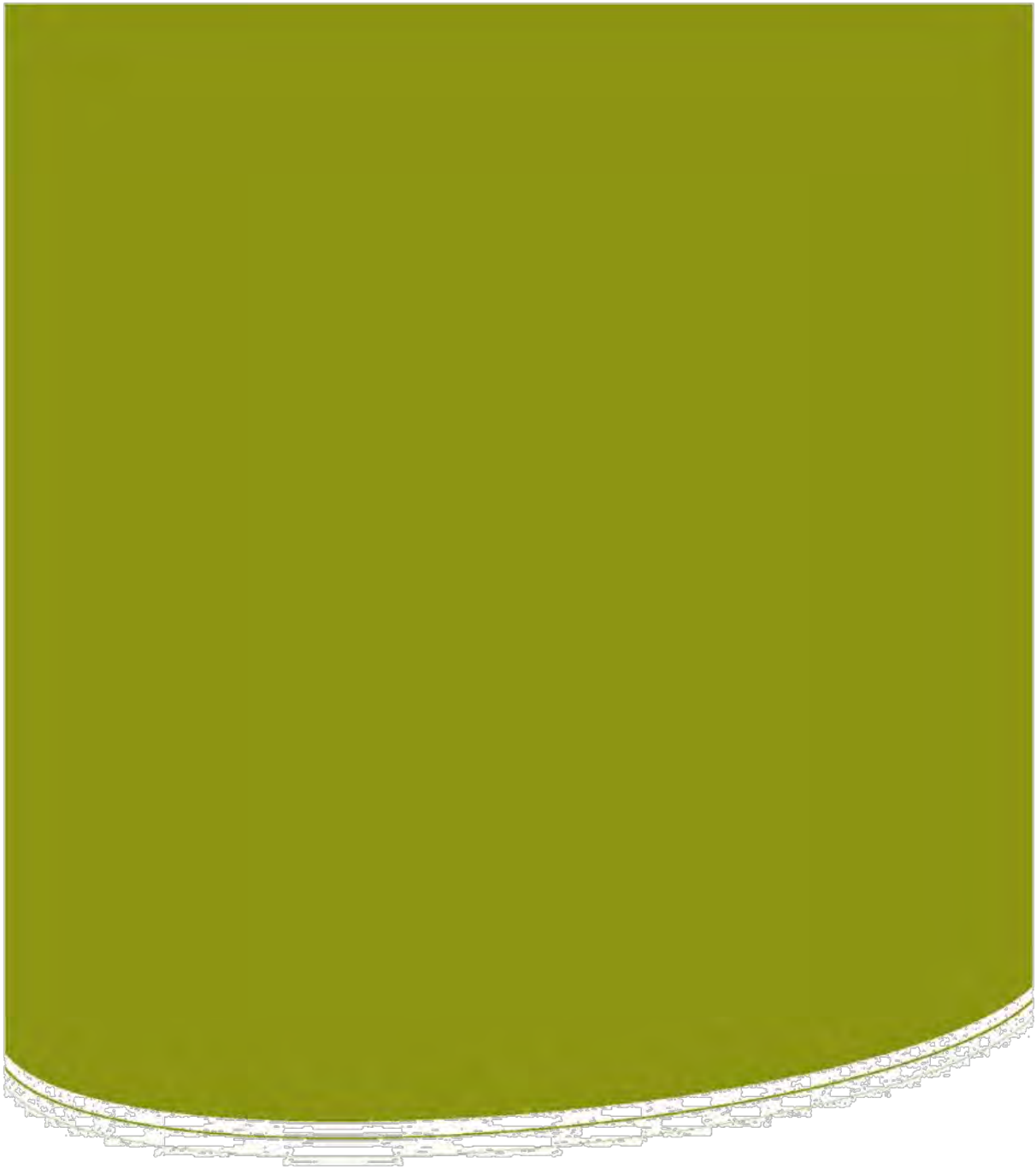
11.0 Rates Update

The number of rates searches continue to be relatively high as the South Burnett continues to have a surge in the number of properties being sold. Rates discount for the 6-month period has recently concluded with the first rates reminder notices going out just after Easter.

Letters were sent to property owners affected by Council's proposed changes to Sewerage charges with a handful of responses for feedback having been received so far.

Sale of land warning letters have also been issued to property owners with 3+ years outstanding on their rates with a handful of property owners having contacted Council already.

During April, the rates team will review all rate arrangements to ensure payments are up to date and will follow up on any property owners who are behind.



9.5 INDEPENDENT ACCOUNTING ANALYSIS**File Number:** 28-04-2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021 – Independent Accounting Analysis

SUMMARY

Committee Resolution 2021/90

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That South Burnett Regional Council engage an independent appropriately qualified person/organisation to conduct an independent accounting analysis and provide a report with strategy options to transition the budget into surplus by 2023/2024 with the work to commence by a Request for Tender to be presented to the July 2021 Executive and Finance & Corporate Standing Committee Meeting with a view to completing such and providing a report to Council by 30 June 2022.

In Favour: Crs. Brett Otto, Kathy Duff, Kirstie Schumacher and Roz Frohloff

Against: Crs. Gavin Jones and Cr Scott Henschen

Carried 4/2

OFFICER'S RECOMMENDATION

That South Burnett Regional Council engage an independent appropriately qualified person/organisation to conduct an independent accounting analysis and provide a report with strategy options to transition the budget into surplus by 2023/2024 with the work to commence by a Request for Tender to be presented to the July 2021 Executive and Finance & Corporate Standing Committee Meeting with a view to completing such and providing a report to Council by 30 June 2022.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021.

ATTACHMENTS**Nil**

9.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REVENUE POLICY 2021/2022 - STATUTORY 005**File Number:** IR2786416**Author:** General Manager Finance and Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021 - adoption of the South Burnett Regional Council Revenue Policy 2021/2022 – Statutory 005

SUMMARY

Committee Resolution 2021/89

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That the committee recommends to Council:

That the South Burnett Regional Council Revenue Policy 2021/2022 – Statutory 005 be adopted as presented in accordance with *Section 193* of the *Local Government Regulation 2012*.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Revenue Policy 2021/2022 – Statutory 005 be adopted as presented.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021.

ATTACHMENTS

1. **South Burnett Regional Council Revenue Policy 2021/2022 - Statutory 005** [↓](#) 



POLICY CATEGORY - NUMBER: Statutory - 005
POLICY OWNER: Finance
ECM ID: 2786416
ADOPTED:

Revenue Policy 2021/2022

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 Corporate Services Branch. A hard copy of this electronic document is considered uncontrolled.

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1. POLICY STATEMENT

South Burnett Regional Council ('Council') intends to achieve an equitable distribution of the cost of its operations between different groups of ratepayers. In seeking to achieve this equitable distribution, Council's view is that every ratepayer should contribute at least at a basic level to the cost of operations of the Council.

2. SCOPE

A Revenue Policy forms part of Council's budget each year. The *Local Government Regulation 2012* ('Regulation') identifies the matters that a local government must include in its Revenue Policy.

In essence, a Revenue Policy is a statement outlining the strategic policy position of Council in relation to revenue measures to be adopted in the budget.

Section 104(5)(c) of the *Local Government Act 2009* ('Act') states that the system of financial management established by Council must include, amongst other matters, a revenue policy. *Section 193* of the Regulation provides:-

1. A local government's revenue policy for a financial year must state—
 - a. the principles that the local government intends to apply in the financial year for—
 - i. levying rates and charges; and
 - ii. granting concessions for rates and charges; and
 - iii. recovering overdue rates and charges; and
 - iv. cost-recovery methods; and
 - b. if the local government intends to grant concessions for rates and charges—the purpose for the concessions; and
 - c. the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.
2. The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.

3. *A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.*

3. GENERAL INFORMATION

Council will also have regard to the measures required to stimulate the local and national economy and, particularly where the Council is in competition with private sector providers of goods and services, will price according to generally accepted market principles. These principles ensure the Council does not put private sector providers at a disadvantage because its businesses are publicly owned.

Council will ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

In general, Council will be guided by the "user-pays" principle in setting rates and charges. In doing so, the intention is to minimise the impact of rating on the local economy, so that the cost of a Council service is incurred by the user of that service wherever possible. It is acknowledged, however, that individual consumers of a commodity or service cannot always be separately identified. For this reason, there is a need for specific user charges to be supplemented by other general revenue sources.

When considering these matters, Council will generally benchmark any variations in charges from year to year against the general movement in prices that occur in other sectors of the community as measured by indexes such as Roadwork Input Cost Index, the Consumer Price Index, Council Cost Index (calculated by the Local Government Association of Queensland) and their components. While taking these movements into consideration Council needs to ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

For Council Business Units that have adopted the code of competitive conduct, prices will be set according to full cost pricing principles including the achievement of an appropriate return on Council's investment

3.1. Levying of Rates and Charges

Rates and charges are determined after due consideration of the following:

- Council's legislative obligations.
- The needs and expectations of the general community as determined by formal and informal consultation and survey processes.
- The cost of maintaining existing facilities and necessary services.
- The need for additional facilities and services.
- Equity by ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes.

In levying rates and charges, Council will apply the principles of:

- Making clear what is the Council's and each ratepayers responsibility to the rating system;
- Making the levying process, granting discount and any refund of rates and charges as simple and efficient to administer as possible;
- Timing the levy rate notices to take into account the financial cycle to which the ratepayers are accustomed or may adapt to; and
- Flexibility by providing payment arrangements to ratepayers with a demonstrated lower capacity to pay, along with a wide array of payment options.

Council will also have regard to the principles of:

- Transparency of process.
- Simplicity and efficient administration.
- Flexibility to take account of changes in the local economy, extraordinary circumstances and impacts that different industries may have on Council's infrastructure.

3.1.1. General Rates

General Rates revenue provides essential whole of community services not funded through subsidies, grants, contributions or donations received from other entities, or not provided for by other levies or charges. Council will consider all full cost recovery options before calculating the general rate.

Council is required to raise an amount of revenue it sees as being appropriate to maintain assets and provide services to the Region as a whole. In deciding how that revenue is raised, Council has formed the opinion that the differential general rating scheme provides the most equitable basis for the distribution of the general rate burden.

In formulating the differential general rating scheme Council has considered equity by implementing distribution of the general rate based on the land use. Where necessary a particular class of land use is further 'subdivided' on a geographic basis.

The Unimproved Valuation/Site Value for each property is the basis for determining the amount of the general rate levied. Council recognises that significant valuation fluctuations may have an adverse effect on customers. Council considers that this impact should be smoothed so that the impact in any one year is reduced. Council may achieve this by establishing new differential rating categories, averaging the valuation in accordance with *Sections 74 to 76* of the Regulation or by limiting rate increases in accordance with *Section 116* of the Regulation.

3.1.2. Separate or Special Rates

Where appropriate, Council will fund certain services and facilities by means of separate or special rate or charge in accordance with *Part 6* and *Part 8* of the Regulation. Council will levy special rates and charges on certain properties that are considered to be specially benefited by the provision of specific services, facilities or activities.

Special rates are based on the Unimproved Valuation/Site Value of the land and special charges are a flat charge per property, where this is considered to provide a more equitable basis for the sharing of the cost.

3.1.3. Other Charges

In general, Council will be guided by the principle of user pays where it can easily identify the cost associated with supplying a particular service. In particular Council may use this principle for water supply, sewerage, refuse collection, et cetera. Provided however that where Council considers that moving to full cost recovery for a particular service may cause undue hardship Council will "phase in" the full cost recovery over a period of time.

3.2. Recovery of Rates and Charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:

- **Transparency** – by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- **Simplicity** – by making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- **Capacity to Pay** – by determining appropriate arrangements for different sectors of the community;
- **Equity** – by providing the same treatment for ratepayers with similar circumstances; and
- **Flexibility** – by responding where necessary to changes in the local economy.

3.3. Concessions for Rates and Charges

Statutory provision exists for the Council to rebate or postpone rates in certain circumstances. These provisions are detailed in *Part 10* of the Regulation.

In considering the application of concessions, Council will be guided by the principles of:

- **Equity** – by having regard to the different levels of capacity to pay within the local community;
- **Consistency** – by applying the same treatment for ratepayers with similar circumstances;
- **Transparency** – by making clear the requirements necessary to receive concessions; and
- **Flexibility** – by allowing Council to respond to local economic issues.

The predominant purpose for which Council grants concessions is to:

- Assist pensioners (who are on very limited incomes), in meeting their obligations to pay Council's rates and charges; and
- Assist various Religious Organisations, Community Groups and Sporting Organisations who provide a public service or community benefit throughout the region in meeting their obligations to pay Council's rates and charges.
- Assist ratepayers who have experienced high water charges due to undetected water leaks in meeting their obligations to pay Council's rates and charges.
- Assist developers that are required to provide reticulated water and wastewater to a subdivision in meeting their obligations to pay Council's rates and charges.
- Assist ratepayers who are receiving home haemodialysis in meeting their obligations to pay Council's rates and charges.

3.4. Cost Recovery Fees

Section 97 of the Act allows Council to set cost recovery fees. The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, environmental and other corporate goals. This is considered to be the most equitable and effective revenue approach and is founded on the basis the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

However, in setting its cost recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking action to which the fee applies.

3.5. Commercial Charges

Sections 9 (Powers of local governments generally) and *262* (Powers in support of responsibilities) of the Act provide the Council, as a legal entity, with powers to charge for services and facilities it supplies other than a service or facility for which a cost recovery fee may be fixed.

Such commercial charges are for transactions where the Council is prepared to provide a service and the other party to the transaction can choose whether or not to avail itself of the service.

The nature, level and standard of the entitlement, facility or service is considered by the Council in the setting of commercial charges. Central to deliberations on these matters is the Council's community service obligation and the principle of social equity. The Council may set such a charge with the aim of achieving a profit from the service or facility provided.

The principle of "user pays" is considered where the provision of a service, entitlement or facility may be in direct competition with private enterprise.

3.6. Funding of Physical and Social Infrastructure Costs

Council requires developers to pay reasonable and relevant contributions towards the cost of infrastructure required to support the development. Specific charges are detailed in "Adopted Infrastructure Charges" resolution adopted by Council.

These charges are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the region, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities is not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

4. DEFINITIONS

Ratepayer means a person who is liable to pay rates or charges.

Local Government Principles means the principles expressed in the form of outcomes set out in *Section 4(2)* of the Act.

Annual Budget, for a local government, means its annual budget under *chapter 5, part 2, division 3* of the Act.

Business Unit, of a local government, means a part of the local government that conducts a business activity of the local government.

Code of Competitive Conduct as referenced within *Section 47* of the Act.

Full Cost Pricing, of a significant business activity, as referenced within *Section 44(3)* of the Act.

Differential General Rates as referenced within *Section 80(2)* of the Act

Concession for rates or charges means a concession granted under *Chapter 4, Part 10* of the Act

Pensioner means a person who is the holder of a pensioner concession card issued by the department of the Commonwealth responsible for administering the *Social Security Act 1991* (Cwlth) or the *Veterans' Entitlements Act 1986* (Cwlth).

Cost-Recovery Fee as referenced in *Section 97(2)* of the Act.

5. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

6. RELATED DOCUMENTS

South Burnett Regional Council Investment Policy – Statutory 009

South Burnett Regional Council Debt Policy – Statutory 010

Rate Collection Policy – Statutory 041

South Burnett Regional Council Revenue Statement

South Burnett Regional Council Hardship Policy – Statutory 012

7. NEXT REVIEW

As prescribed by legislation – (Date to be inserted)

8. VERSION CONTROL

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	New Policy	13 August 2008	407991
2	Policy Review	26 June 2009	528733
3	Policy Review	9 June 2010	897521
4	Policy Review	29 June 2011	1271695
5	Policy Review	11 July 2012	1291872

Version	Revision Description	Approval/Adopted Date	ECM Reference
6	Policy Review	12 June 2013	1185927
7	Policy Review	21 May 2014	1590733
8	Policy Review	3 June 2015	1888898
9	Policy Review	18 May 2016	1944679
10	Policy Review	17 May 2017	2701011
11	Policy Review	21 February 2018	2836653
12	Policy Review	20 March 2019	2578183
13	Policy Review	29 March 2020	2682123

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

9.7 REGISTER OF FEES AND CHARGES SCHEDULE FOR 2021/2022

File Number: 28-Apr-2021
Author: Manager Finance
Authoriser: Chief Executive Officer

PRECIS

The Register of Fees and Charges for the South Burnett Regional Council.

SUMMARY

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

The Register of Fees and Charges attached includes both the Regulatory Fees and Commercial Charges. Section 97(2) of the *Local Government Act 2009* provides examples of a Cost Recovery Fee/Regulatory Fee:

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

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

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

In the case of Cost Recovery Fee/Regulatory Fees, the *Local Government Act 2009* also states that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

The Fees and Charges in the attached schedule have been generally increased by 1%. However, some fees have not changed from those charged in the 2020/2021 financial year and a more detailed review undertaken in some cases. The charges for 2020/2021 financial year have been included in the schedule to allow comparison with the proposed charges for the 2021/2022 financial year.

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

OFFICER'S RECOMMENDATION

That pursuant to Section 97(2) of the *Local Government Act 2009* the Register of Fees and Charges be received and adopted effective from 1 July 2021.

FINANCIAL AND RESOURCE IMPLICATIONS

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

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The Register of Fees and Charges proposed in accordance with the *Local Government Act 2009*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The Register of Fees and Charges proposed in accordance with any Policy, Local Law and Delegations.

ASSET MANAGEMENT IMPLICATIONS

Fees and charges reflect the operational aspects of assets.

REPORT

Not applicable.

ATTACHMENTS

1. Register of Fees and Charges for 2021/2022 [↓](#) 

IR Number:
Adopted:



Register of Fees and Charges
Register of Fees and Charges

2021/2022



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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Animals - Domestic							
Impounding							
Release Fee: Cats and Dogs							
Drop Off (if able to find owner prior to taking to Animal Housing Facility)		\$ 59.00	\$ 59.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 24
First Impounding		\$ 105.00	\$ 105.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 21(2)
Second Impounding		\$ 160.00	\$ 160.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 21(2)
Third Impounding (Fee plus possible fine of minimum 2 penalty units)		\$ 180.00	\$ 180.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 21(2)
Fourth Impounding		Legal Action	Legal Action	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 40
Dogs - Unregistered		\$ 215.00	\$ 215.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 21(2)
Sustenance Fee	/day	\$ 10.00	\$ 10.00	Commercial	No	LGA s 97(2)(d)	Local Law No. 2 (Animal Management) 2011 s 24
Veterinary and Other Costs		At Cost	At Cost	Commercial	No	LGA s 97(2)(d)	Local Government Act 2009 s 262(3)(c)
(Payment prior to release of impounded animal of actual Veterinary and other costs incurred in impounding the animal)							
Delivery of Cat/Dog Cage and/or the Collection of Stray Cat/Dog		At Cost	At Cost	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Permits							
To Keep Excess Animals (e.g. three (3) Dogs) in a Registrable Area							
Application for Permit		\$ 179.00	\$ 180.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 2 (Animal Management) 2011 s 6
Registration - Dogs							
Defined Area							
Defined Area Entire Dog		\$ 170.00	\$ 170.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Defined Area Entire Dog - Microchipped		\$ 131.00	\$ 131.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Defined Area Desexed Dog		\$ 66.00	\$ 66.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Defined Area Desexed Dog - Microchipped		\$ 33.00	\$ 33.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Aged Pensioner (Desexed and Microchipped Dogs Only)		\$ 16.50	\$ 16.50	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Puppy (Dogs under 6 months of age - Registered until 30 November)		\$ 33.00	\$ 33.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Assistance Dogs for the Blind/Deaf/Companion		No Charge	No Charge	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Breeders and Show Dog							
Breeders and Show Dog Permit		\$ 285.00	\$ 285.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Non-Defined Area							
Non-Defined Area Entire Dog		\$ 28.00	\$ 28.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Non-Defined Area Desexed Dog		\$ 10.00	\$ 10.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Aged Pensioner (Desexed and Microchipped Dogs Only)		\$ 10.00	\$ 10.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Puppy (Dogs under 6 months of age - Registered until 30 November)		\$ 10.00	\$ 10.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
ID Tag/Replacement Tag		\$ 9.00	\$ 9.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Working Dog - Tag Cost Only (Completion of Statutory Declaration required)		\$ 9.00	\$ 9.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Assistance Dogs for the Blind/Deaf/Companion		No Charge	No Charge	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Animals - Domestic							
Regulated Dogs							
Declared Restricted Dog		\$ 312.00	\$ 170.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Declared Menacing Dog		\$ 375.00	\$ 170.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Declared Dangerous Dog		\$ 750.00	\$ 170.00	Regulatory	No	LGA s 97(2)(a)	Animal Management (Cats and Dogs) Act 2008 s 44(2)
Traps							
Cat Trap Bond		\$ 51.00	\$ 200.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cat Trap Hire	/every two weeks or part thereof	\$ 17.00	\$ -	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Registration							
All fees are waived for the initial registration for the first registrable year for dogs purchased through the RSPCA re-homing facility.							
When a new dog is registered, the Fee payable will be calculated as a fraction of the full fee for the 12 month period, based on the number of months remaining in the registration period, excluding the current month in which the dog is to be registered.							
e.g. The Dog Registration period is 1 December in any year to 30 November the following year. If a dog owner went to register a new entire dog within the defined area in August 2020 then the applicable dog registration amount would be: \$170 (2019/2020 Fee) x 3/12 = \$42.50.							
Reciprocal registration applies for an animal currently registered in another shire and transferring to the South Burnett. No fee applies for remainder of current registration period.							
Deceased Dog							
Deceased Animal Refund - 50% refund of the initial registration fee where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first 6 months of the							
Desexing/Microchipping - New Animal or Renewal							
If the dog is registered (as Entire and/or Non-Microchipped) and the animal is subsequently desexed/microchipped within 6 months of being registered then there will be a reimbursement of the difference between the registration fee paid and the revised fee upon production of the necessary supporting documentation/certificates.							

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Animals - Other							
Depasture: (Maximum Fees as Prescribed by Regulations)							
Large Stock (Alpacas, Asses, Camels, Cattle, Donkeys, Horses, Llamas, Mules and/or Vicunas) - Minimum Charge	/head per week	Minimum Fee Set by DNRME under Stock Route Management Act 2002	Minimum Fee Set by DNRME under Stock Route Management Act 2002	Regulatory	No	LGA s 97(2)(a)	Stock Route Management Act 2002 s 183(a) and Stock Route Management Regulation 2003 s 17(1)
Small Stock (Goats and/or Sheep) - Minimum Charge	/head per week	\$ 0.10	\$ 0.10	Regulatory	No	LGA s 97(2)(a)	Stock Route Management Act 2002 s 183(a) and Stock Route Management Regulation 2003 s 17(1)
Impounding							
Cattle and Horses							
Impounding Fee (Release)	first animal only	\$ 315.00	\$ 315.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Impounding Fee (Release) - Second and Subsequent Animals	/head	\$ 67.50	\$ 67.50	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Poundage Fee	/head per day or part thereof	\$ 40.00	\$ 40.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Inspection Fee - Impounded Livestock - Wondai Pound	/head - 15 min interval	\$ 39.00	\$ 39.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Spray Fee - Impounded Livestock - Wondai Pound	/head	\$ 13.25	\$ 13.25	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Transport Costs		At Cost	At Cost	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Sustenance Rate	/head per day or part thereof	\$ 26.00	\$ 26.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Advertising Cost		At Cost	At Cost	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Extracts from Register	/extract	\$ 25.50	\$ 25.50	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Straying Stock Not Impounded - Returned to Owner by Council Officer	/call out	On the Spot Fine	On the Spot Fine	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Animals - Other							
Pigs/Goats/Sheep/Other Domestic Livestock							
Impounding Fee (Release)	first animal only	\$ 145.00	\$ 145.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Impounding Fee (Release) - Second and Subsequent Animals	/head	\$ 26.00	\$ 26.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Poundage Fee	/head per day or part thereof	\$ 25.50	\$ 25.50	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Transport Costs		At Cost	At Cost	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Sustenance Rate	/head per day or part thereof	\$ 15.00	\$ 15.00	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Advertising Cost		At Cost	At Cost	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Extracts from Register	/extract	\$ 25.50	\$ 25.50	Regulatory	No	LGA s 97(2)(d)	Stock Route Management Act 2002 s 169(b) and Local Law No. 2 (Animal Management) 2011 s 29(2)(b)
Sale of Impounded Animals							
Auction of Animals as Advertised - Refer to Local Law (CEO or Poundkeeper Authorised to Conduct Sales)							

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Register of Fees and Charges 2021/2022									
Type of Charge	2020/2021		2021/2022		Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power	Statutory Reference
	Per Night OFF PEAK	Per Night PEAK	Per Night OFF PEAK	Per Night PEAK					
Bjelke-Petersen Dam and Recreation Park									
Accommodation									
Cabins (9) Maximum 4 Persons - All Linen Provided									
Self-Contained - Sleeps up to 4 - with TV (1 Double Bed + 2 x Bunk Beds)									
Per Night (Up to 2 Persons)	\$ 110.00	\$ 120.00	\$ 120.00	\$ 130.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Adult	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Child	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Villas (3) Maximum 7 Persons - All Linen Provided									
Self-Contained - Sleeps up to 7 - with Air-Conditioning, DVD Player and Large TV (1 Queen Bed + 1 Single and Double Bunk Bed + 1 Double Pull Out Lounge)									
Per Night (Up to 2 Persons)	\$ 140.00	\$ 154.00	\$ 140.00	\$ 154.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Adult	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Child	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Villas (2) Maximum 5 Persons - All Linen Provided									
Self-Contained - Sleeps up to 4 - with Air-Conditioning, DVD Player and Large TV (1 Double Bed + 1 Double Pull Out Lounge + 1 Single Rollaway Available)									
Per Night (Up to 2 Persons)	\$ 130.00	\$ 143.00	\$ 140.00	\$ 154.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Adult	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Child	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Maximum 8 Persons per Site									
Powered Sites - Up to 2 Persons	\$ 35.00	Not Applicable	\$ 35.00	\$ 44.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Adult (12 Years and Above)	\$ 12.00	Not Applicable	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Child (Under 12 Years) (Children Under 2 years - No Charge)	\$ 6.00	Not Applicable	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Unpowered Sites - Maximum 8 Persons per Site									
Unpowered Sites - 1 Person (12 Years and Above)	\$ 12.00	Not Applicable	\$ 15.00	\$ 20.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Unpowered Sites - 1 Child (Under 12 Years) (Children Under 2 years - No Charge)	\$ 6.00	Not Applicable	\$ 8.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Ensuite Powered Caravan Sites - Maximum 8 Persons per Site									
Ensuite Site - Up to 2 Persons	\$ 45.00	\$ 50.00	\$ 45.00	\$ 50.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Ensuite Site - Extra Adult (12 Years and Above)	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Ensuite Site - Extra Child (Under 12 Years) (Children Under 2 years - No Charge)	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	

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Register of Fees and Charges 2021/2022								
Type of Charge	2020/2021		2021/2022		Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
	Per Night OFF PEAK	Per Night PEAK	Per Night OFF PEAK	Per Night PEAK				
Bjelke-Petersen Dam and Recreation Park								
Tennis Court Hire								
Daily - Staying in Park								
Night Hire (Tennis Court)	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Deposits								
Peak Period - 50% - at time of booking, Full Payment 30 Days Prior to Arrival								
Off Peak - 25% - at time of booking, Full Payment 7 Days Prior to Arrival								
Long Term Stay - > 1 Month - 10% - at time of booking, Payment Week by Week								
Discounts Applies (Maximum 10%) to the below:	10%	10%	10%	10%	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Stay Greater than 2 Nights, Member of Caravanning Australia/Gday Rewards/Top Parks								
Discount may apply to Approved Not for Profit Clubs, on application								
Seasonal Specials/Packages to be Authorised by Chief Executive Officer								
Special Charges								
Additional Cleaning Fee			\$ 45.00	\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Damage to Facilities or Loss/Missing Items will be Charged as per Suppliers Quotation					Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Commission on OTA (Online Travel Agents) will be Added to Fees								
PEAK PERIOD - 18-Sep-2021 to 04-Oct-2021, 11-Dec-2021 to 23-Jan-2022 and 02-Apr-2022 to 18-Apr-2022 - Increase on Cabin/Villa Style and Ensuite Accommodation								

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Books							
Books							
First 100 Years		\$ 11.00	\$ 11.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Landscapes of Change - 970 in Stock		\$ 55.00	\$ 55.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Gathering of the Waters		\$ 35.00	\$ 35.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Pioneering into the Future		\$ 33.00	\$ 33.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cradled in the Ranges		\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
The Saga of a Shire		\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Murgon Centenary		\$ 12.00	\$ 12.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Murgon in Focus		\$ 25.00	\$ 25.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Heart Break, Hope and Harmony (2 Volume)		\$ 110.00	\$ 110.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
All Postage and Handling		At Cost	At Cost	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022										
Type of Charge	Basis and/or Duration	2020/2021		2021/2022		Regulatory Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power	Statutory Reference
		Per Night OFF PEAK	Per Night PEAK	Per Night OFF PEAK	Per Night PEAK					
Boondooma Dam and Recreation Park										
Accommodation										
Cabins (5) Maximum 5 Persons - All Linen Provided										
Self-Contained - Sleeps up to 5 - with TV (1 Queen Bed + 2 Single Bunk Beds + 1 Single Pull Out Trundle Bed)										
Per Night (Up to 2 Persons)	/night	\$ 110.00	\$ 120.00	\$ 120.00	\$ 130.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Adult	/night	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Child	/night	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Villas (3) Maximum 7 Persons - All Linen Provided										
Self-Contained - Sleeps up to 7 - with Air-Conditioning, DVD Player and Large TV (1 Queen Bed + 1 Single and Double Bunk Beds + 1 Double Pull Out Lounge)										
Per Night (Up to 2 Persons)	/night	\$ 140.00	\$ 154.00	\$ 140.00	\$ 154.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Adult	/night	\$ 12.00	\$ 12.00	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Extra Child	/night	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Maximum 8 Persons per Site										
Terraces Caravan Park (20 Sites)										
Powered Sites - Up to 2 Persons	/night	\$ 35.00	Not Applicable	\$ 35.00	\$ 44.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Adult (12 Years and Above)	/night	\$ 12.00	Not Applicable	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Child (Under 12 Years) (Children Under 2 Years - No Charge)	/night	\$ 6.00	Not Applicable	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
The Lookout Caravan Park (22 Sites)										
Powered Sites - Up to 2 Persons	/night	\$ 33.00	Not Applicable	\$ 33.00	\$ 41.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Adult (12 Years and Above)	/night	\$ 12.00	Not Applicable	\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Powered Sites - Extra Child (Under 12 Years) (Children Under 2 Years - No Charge)	/night	\$ 6.00	Not Applicable	\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Unpowered Sites - Maximum 8 Persons per Site										
Unpowered Camping										
Unpowered Sites - 1 Person (12 Years and Above)	/night per adult	\$ 12.00	Not Applicable	\$ 15.00	\$ 20.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Unpowered Sites - 1 Child (Under 12 Years) (Children Under 2 Years - No Charge)	/night per child	\$ 6.00	Not Applicable	\$ 8.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Deposits										
Peak Period - 50% - at time of booking, Full Payment 30 Days Prior to Arrival										
Off Peak - 25% - at time of booking, Full Payment 7 Days Prior to Arrival										
Long Term Stay - > 1 Month - 10% - at time of booking, Payment Week by Week										

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Register of Fees and Charges 2021/2022									
Type of Charge	Basis and/or Duration	2020/2021		2021/2022		Regulatory Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
		Per Night OFF PEAK	Per Night PEAK	Per Night OFF PEAK	Per Night PEAK				
Boondooma Dam and Recreation Park									
Bunk House									
Bunk House - 8 Rooms - Maximum 4 Persons Per Room (Complex - Maximum 32 Persons) - No Linen Provided									
Per Room - First Person	/night			\$ 40.00	\$ 50.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Per Room - Extra Adult	/night			\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Per Room - Extra Child	/night			\$ 10.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Recreation Room/Kitchen Access (Per Room)	/night			\$ 20.00	\$ 20.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Complex - 8 Rooms - Maximum 32 Persons including Recreation Room Access		\$ 450.00	\$ 495.00	\$ 640.00	\$ 800.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Linen Available for Hire Per Bed (Sheets, Pillow, Towel)				\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Discounts Applies (Maximum 10%) to the below:									
Stay Greater than 2 Nights and Receive 10% Discount		10%	10%	10%	10%	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Stay Greater than 2 Nights, Member of Caravanning Australia/Gday Rewards/Top Parks									
Discount may apply to Approved Not for Profit Clubs, on application									
Seasonal Specials/Packages to be Authorised by Chief Executive Officer									
Special Charges									
Additional Cleaning Fee				\$ 45.00	\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Damage to Facilities or Loss/Missing Items will be Charged as per Suppliers Quotation	/supplier quotation					Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Commission on OTA (Online Travel Agents) will be Added to Fees									
PEAK PERIOD - 18-Sep-2021 to 04-Oct-2021, 11-Dec-2021 to 23-Jan-2022 and 02-Apr-2022 to 18-Apr-2022 - Increase on Cabin/Villa Style and Ensuite Accommodation									

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Buildings							
Class 1							
Single Dwelling and Relocatable Dwelling							
New Buildings		\$ 2,000.00	\$ 2,020.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 1a - Duplex		\$ 2,200.00	\$ 2,240.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 1,000.00	\$ 1,010.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Minor Modifications/Alterations to Kitchen or Bathroom							
Change to Development Approval		\$ 286.00	\$ 290.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Removal or Demolition of Building							
Demolition Permit		\$ 420.00	\$ 424.20	Regulatory	No	Not Applicable	Planning Act 2016 s 51(1)(b)(ii)
Security Deposit - to ensure the site is cleared of all debris and finished surface levels are reinstated to a maintainable state - (Cash or Bank Guarantee)		\$ 3,300.00	\$ 3,400.00	Regulatory	No	Not Applicable	Planning Act 2016 s 51(1)(b)(ii)
Relocated Buildings							
Concurrence Agency Referral		\$ 300.00	\$ 310.00	Regulatory	No	Not Applicable	Planning Act 2016 s 51(1)(b)(ii)
Inspection within South East Queensland - Other Areas by Quotation (only if supporting documentation is not provided)		\$ 820.00	\$ 820.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Security Bond (Minimum) - to ensure the buildings are reinstated or upgraded in accordance with current building regulations within the currency period of the Approval - (Cash or Bank Guarantee) amount may vary upwards dependent on the condition of the building		\$ 40,000.00	\$ 40,400.00	Regulatory	No	Not Applicable	Planning Act 2016 s 51(1)(b)(ii)
Restumping of Building		\$ 475.00	\$ 480.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reroofing Dwelling		\$ 600.00	\$ 600.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 2							
New Buildings 0-500 Square Metres		\$ 2,000.00	\$ 2,020.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings Over 500 Square Metres By Quotation	By Quotation	By Quotation	By Quotation	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 1,000.00	\$ 1,010.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 360.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 3							
New Buildings Up to 300 Square Metres		\$ 1,800.00	\$ 1,820.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings 300-500 Square Metres		\$ 2,000.00	\$ 2,020.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings Over 500 Square Metres By Quotation	By Quotation	By Quotation	By Quotation	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Multiple Buildings By Quotation	By Quotation	By Quotation	By Quotation	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations			\$ 1,010.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 360.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Buildings							
Class 4, 5, 6 and 9							
New Buildings Under 500 Square Metres		\$ 2,040.00	\$ 2,060.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 1,020.00	\$ 1,030.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings Over 500 Square Metres		\$ 3,060.00	\$ 3,090.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 1,530.00	\$ 1,540.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10% Surcharge Applies to All Staged Approvals	10% Surcharge	10% Surcharge	10% Surcharge	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Internal Fitout Under 500 Square Metres		\$ 640.00	\$ 646.40	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Internal Fitout Over 500 Square Metres		\$ 1,530.00	\$ 1,545.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 360.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 7 and 8							
Industrial Buildings							
New Buildings Under 500 Square Metres		\$ 2,040.00	\$ 2,060.40	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings Over 500 Square Metres		\$ 3,060.00	\$ 3,090.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10% Surcharge Applies to All Staged Approvals	10% Surcharge	10% Surcharge	10% Surcharge	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations Under 500 Square Metres		\$ 640.00	\$ 650.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations Over 500 Square Metres		\$ 1,530.00	\$ 1,545.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 360.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 7 and 8 Farm Sheds and Farm Buildings							
New Buildings Under 500 Square Metres		\$ 1,020.00	\$ 1,030.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
New Buildings Over 500 Square Metres		\$ 2,040.00	\$ 2,060.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 10a							
New Structures		\$ 480.00	\$ 485.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 480.00	\$ 485.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 105.00	\$ 106.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Class 10b							
Swimming Pools							
New Structures		\$ 485.00	\$ 489.85	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 250.00	\$ 252.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 105.00	\$ 106.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Signs / Satellite Dishes, etc.							
New Structures		\$ 520.00	\$ 525.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 180.00	\$ 180.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 105.00	\$ 106.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Temporary Tents Over 500							
New Structures		\$ 360.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Buildings							
Retaining Walls							
New Structures		\$ 360.00	\$ 365.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modifications/Alterations		\$ 180.00	\$ 180.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Change to Development Approval		\$ 105.00	\$ 105.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Budget Accommodation							
Compliance Inspection and Report		\$ 540.00	\$ 545.00	Regulatory	No	LGA S 97(2)(e)	Building Act 1975 s 146(1)
Fire Safety Assessment							
Compliance Inspection and Report		\$ 500.00	\$ 505.00	Regulatory	No	LGA S 97(2)(e)	Building Act 1975 s 231AL(3)
Swimming Pool Compliance (Fence)							
Compliance Inspection and Report		\$ 320.00	\$ 320.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Re-Compliance Inspection and Report, Renewals and Childcare Centres		\$ 260.00	\$ 265.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Childcare Fencing Reports		\$ 260.00	\$ 265.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Certificate of Classification							
Inspection		\$ 450.00	\$ 455.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Copy of Certificate (Hard Copy)		\$ 170.00	\$ 170.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Copy of Certificate (Electronic)		\$ 85.00	\$ 85.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reinspections, Miscellaneous Inspections, Reports		\$ 220.00	\$ 220.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Building Form 19 Requisition		\$ 102.00	\$ 105.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Building Records Search		\$ 184.00	\$ 185.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Building Records Search (Urgent)		\$ 275.00	\$ 277.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Building Property Search		\$ 312.00	\$ 315.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Copy of Building Plans (Hard Copy) with Owner's Consent		\$ 170.00	\$ 170.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Copy of Building Plans (Electronic) with Owner's Consent		\$ 85.00	\$ 85.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Extension of Time		\$ 105.00	\$ 105.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Building Regulation Concession		\$ 370.00	\$ 375.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Document Lodgement Fee*		\$ 168.00	\$ 168.00	Regulatory	No	LGA s 97(2)(e)	Building Act 1975 s 86(1)(c)
Miscellaneous Fees							
Application Following Disengagement of Private Certifier - % of Base Fee		80%	80%	Regulatory	No	LGA s 97(2)(e)	Building Act 1975 s 144
Applications Following Lapsed Approval - % of Base Fee		60%	60%	Commercial	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Private Certification Inspections By Quotation (Inspection for Private Certifier)	minimum	\$ 260.00	\$ 265.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Building Fees Refund							
Under Assessment Prior to Approval - % of Fees Paid		60%	60%	Commercial	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Permit Issued Structure Not Commenced - % of Fees Paid		40%	40%	Commercial	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)

* Submission of Class 1 and Class 10 applications concurrently will attract only 1 Lodgement Fee.

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Register of Fees and Charges 2021/2022										
Type of Charge	Basis and/or Duration	2020/2021		2021/2022		Regulatory Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Provier	Statutory Reference
		1-2 days	>2 days	1-2 days	>2 days					
Caravan Parks										
Caravan Park - Proston										
Van Sites - Short Term										
Nightly Charge (Up to 2 Persons)		\$ 23.00	\$ 19.00	\$ 35.00	\$ 55.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Additional Person - Per Night		\$ 12.00	\$ 10.00	\$ 12.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Van Sites - Long Term (After 4 Weeks)										
Weekly (Up to 2 Persons)			\$ 112.00		\$ 123.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Additional Persons - Per Week			\$ 42.00		\$ 53.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Tent Sites - Short Term										
Nightly Charge (Up to 2 Persons)		\$ 22.00	\$ 18.00	\$ 23.00	\$ 19.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Additional Person - Per Night		\$ 10.00	\$ 9.00	\$ 11.00	\$ 10.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Amenities (Whilst Not Staying in Caravan Park)										
Showers (Per Person)		\$ 12.00	\$ 12.00	\$ 14.00	\$ 14.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Showers (Weekly)		\$ 36.00	\$ 36.00	\$ 40.00	\$ 40.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)	
Key Deposit										
Per Key		\$ 20.00	\$ 20.00	\$ 21.00	\$ 21.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)	

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Cemeteries							
Interment (In addition to purchase of grave site)	Adult	\$ 1,235.00	\$ 1,260.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Note: Interment Fee to be added to purchase of grave site cost	Child < 12 Years	\$ 745.00	\$ 760.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
	Infant Under 3 Years	No Charge	No Charge				
Purchase of Grave/Reservation		\$ 770.00	\$ 785.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
2nd and Subsequent Interment of Ashes in Existing Grave - at Customer's Expense (Details of Interment to be provided to Council)				Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Breaking of Concrete/Removal of Monument		\$ 385.00	\$ 393.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Exhumation of Remains		\$ 2,320.00	\$ 2,365.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Additional Charge for Council Services Out of Business Hours		Standard Fees + \$435	Standard Fees + \$444	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Columbaria and Garden							
Purchase/Reservation of Niche or Garden Plot (A Reserve Marker will be Installed)		\$ 290.00	\$ 296.00	Commercial	Yes	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 5
Plaques and Installation Thereof and Interment of Ashes - No Service Provided by Council, but must be to Council Specification							
Cemetery Search							
Standard Search (Over 6 Names)		At Cost	At Cost	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Engineering Assessment Associated with Developments							
Operational Work Applications							
Minimum Fee	minimum	\$ 400.00	\$ 410.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
+ % of Estimated Construction Cost		+ 1.2%	1.25%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
Inspection of Construction for Operational Works							
Minimum Fee	minimum	\$ 785.00	\$ 790.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
+ % of Construction Cost Between \$35,000 - \$200,000		+ 2.25%	2.27%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
+ % of Construction Cost Between \$200,000 - \$500,000		+ 1.75%	1.77%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
+ % of Construction Cost Between \$500,000 - \$1,000,000		+ 1.2%	1.22%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
+ % of Construction Cost Over \$1,000,000		+ 0.7%	0.71%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51
Reinspection Fee When First or Subsequent Inspections Have Failed		\$ 225.00	\$ 230.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Environmental Health Licences/Permits							
Environmental Protection Act 1994							
Environmental Relevant Activities							
<i>Registration Certificates</i>							
Application for Environmental Authority + Annual Fee		\$ 408.00	\$ 415.00	Regulatory	No	LGA s 97(2)(a)	Environmental Protection Act 1994 s 514
<i>Annual Environmental Authority Fees:</i>							
ERA with AES of 0		\$ 160.00	\$ 162.00	Regulatory	No	LGA s 97(2)(a)	Environmental Protection Act 1994 s 517
ERA with AES of 0 to 10		\$ 244.00	\$ 247.00	Regulatory	No	LGA s 97(2)(a)	Environmental Protection Act 1994 s 518
ERA with AES of 11 to 30		\$ 488.00	\$ 495.00	Regulatory	No	LGA s 97(2)(a)	Environmental Protection Act 1994 s 519
ERA with AES of more than 30		\$ 794.00	\$ 805.00	Regulatory	No	LGA s 97(2)(a)	Environmental Protection Act 1994 s 520
Food Act 2006							
Application for Food Licence							
Assessment of Applicant (Not Applicable for Temporary Licence)		\$ 85.00	\$ 87.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Structural Approval (Where Applicable)		\$ 155.00	\$ 157.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence High	Pro-Rata Licence Fees are for New Businesses ONLY, not for pre-existing change of owners.	\$ 41.25	\$ 28.85	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence Medium		\$ 37.75	\$ 25.40	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence Low		\$ 30.50	\$ 18.35	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence Supermarket		\$ 37.75	\$ 25.40	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Add Unit (to Supermarket for Each Additional Over One Department)		\$ 2.83	\$ 2.95	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence Market (Held on a Monthly Basis)	monthly rate multiplied by the number of months up to and including the month paid to the end of September	\$ 5.33	\$ 5.50	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Pro-Rata Licence Home Based		\$ 5.33	\$ 5.50	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Temporary		\$ 43.00	\$ 44.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Amendment for Licence	structural changes within the business and/or amendment to the licence e.g. change of business activity	\$ 155.00	\$ 157.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Renewal of Licence							
High		\$ 341.00	\$ 346.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Medium		\$ 300.00	\$ 305.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Low		\$ 215.00	\$ 220.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Supermarket		\$ 300.00	\$ 305.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Add Unit (to Supermarket for Each Additional Over 2 Departments)		\$ 34.00	\$ 35.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Market		\$ 64.00	\$ 65.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 72
Home Based Business							
<i>(Selling within South Burnett at Local Markets Only)</i>							
Assessment of Applicant (Not Applicable for Temporary Licence)		\$ 85.00	\$ 87.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Home Based Business - Market Licence		\$ 64.00	\$ 65.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52
Renewal of Licence		\$ 64.00	\$ 65.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 49 and s 52

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power
		At Cost	At Cost				Statutory Reference
Environmental Health Licences/Permits							
Food Safety Program Accreditation/Audit							
Non-Compliance Inspection Fee	/ hour	\$ 111.00	\$ 115.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Restoration Fee - Late Fee for Outstanding Annual Licence Renewal		\$ 111.00	\$ 115.00	Regulatory	No	LGA s 97(2)(a)	Food Act 2006 s 73
Public Health (Infection Control for Personal Appearance Services) Act							
Higher-Risk Personal Appearance Service							
<i>Licence Application Fees</i>							
Application for a New Licence		\$ 407.00	\$ 412.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Application to Renew a Licence		\$ 258.00	\$ 261.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Application to Amend a Licence		\$ 365.00	\$ 369.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Transfer Fee		\$ 85.00	\$ 87.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Non-Higher Risk Personal Appearance Service							
Inspection Fee		\$ 111.00	\$ 115.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Residential Services (Accreditation Act 2002)							
Application Fee		At Cost	At Cost	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Local Law Permits							
Transfer Fee		\$ 85.00	\$ 87.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Registration of Catteries or Kennels							
Application Fee		\$ 408.00	\$ 415.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Renewal Fee		\$ 258.00	\$ 261.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Temporary Home Permit							
Application Fee		\$ 167.00	\$ 170.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Display of Goods on Footpaths							
Application Fee		\$ 167.00	\$ 169.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Renewal Fee		\$ 77.00	\$ 78.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Caravan Parks/Camping Grounds							
Application Fee		\$ 408.00	\$ 415.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Renewal Fee		\$ 258.00	\$ 261.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Public Swimming Pools							
Application Fee		\$ 408.00	\$ 415.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Renewal Fee		\$ 258.00	\$ 261.00	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Standing Stall Site							
Application Fee - Relevant Minimum General Rate for the Current Financial				Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Renewal Fee - Relevant Minimum General Rate for the Current Financial				Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Environmental Health Licences/Permits							
General							
The Application Fee for all Environmental Health Licences/Permits includes the Assessment Fee and the Licensing Fee. The Licence/Permit will be considered valid for 12 months from the month the Licence/Permit is issued.							
Miscellaneous Fees							
Special Inspection (e.g. Compliance Search)							
To Undertake Inspection of any Licensed Premises and Requires a Written Report		\$ 363.00	\$ 367.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Health Records Search		\$ 95.00	\$ 97.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Impounded Vehicles/Goods							
Impounding Fee		\$ 167.00	\$ 170.00	Regulatory	No	LGA s 97(2)(d)	Local Law No. 1 (Administration) 2011 s 6
Holding Fee	/ day	\$ 8.00	\$ 8.25	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Transportation		At Cost	At Cost	Regulatory	No	LGA s 97(2)(d)	Local Law No. 1 (Administration) 2011 s 6
Overgrown Allotments							
Slash Residential Block		At Cost	At Cost	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Slash Block Larger than Residential		At Cost	At Cost	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011 s 6
Administration Cost – Authority to Slash		\$ 55.00	\$ 55.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Administration Cost – No Authority to Slash		\$ 90.00	\$ 92.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Testing Water Samples							
Testing of Private Water Samples (+ Costs of Tests if Charged by Lab)		\$ 86.00	\$ 87.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Testing of Commercial Water Samples – Food Business		\$ 86.00	\$ 87.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Testing of Commercial Water Samples – Food Business (combined with Food Inspection)		\$ 28.00	\$ 29.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Testing of Commercial Water Samples – Water Carrier		At Cost	At Cost	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category A : Kingaroy Town Hall							
Level 1: Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Weddings, Private Parties, Private Events, Expos							
Up to 12 Hours							
Main Hall		\$ 617.00	\$ 623.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area		\$ 146.00	\$ 147.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 931.00	\$ 940.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
National Tours							
Town Hall		\$ 1,717.00	\$ 1,734.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room		\$ 841.00	\$ 849.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 2,839.00	\$ 2,867.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bond for Large Function including National Tours (Refundable less Cost of Damage or Loss)							
Main Hall		\$ 561.00	\$ 567.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room		\$ 280.00	\$ 283.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area		\$ 112.00	\$ 113.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 954.00	\$ 964.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Set Up and Clean Up Fee (Set Up the day before event - available from 12noon, Clean Up the day after event before 12noon)		\$ 168.00	\$ 170.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Level 2: Meetings, Workshops, Rehearsals, Preparations, Set Ups							
Up to 12 Hours							
Main Hall		\$ 55.00	\$ 56.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room		\$ 55.00	\$ 56.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area		\$ 40.00	\$ 40.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 93.00	\$ 94.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Other Functions: Funerals, Memorials, Wakes							
Main Hall		\$ 449.00	\$ 453.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area		\$ 56.00	\$ 57.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 729.00	\$ 736.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis, and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category A : Kingaroy Town Hall							
Other Fees							
Commercial Kitchen Hire per 12 Hours		\$ 337.00	\$ 340.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable Stage		\$ 67.00	\$ 68.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Large Conference Projector		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Bond		\$ 370.00	\$ 374.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Delivery and Setup		\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System Bond		\$ 280.00	\$ 283.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Tables (Each)		\$ 9.00	\$ 9.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Chairs (Each)		\$ 1.10	\$ 1.10	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cleaning Fee	/hour	\$ 40.00	\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Community Organisation in the South Burnett							
Level 1: Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon							
Main Hall (for 12 Hour Period)		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room (for 12 Hour Period)		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area (for 12 Hour Period)		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex (for 12 hour period)		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Level 2: Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set Ups, Fitness Classes							
Main Hall (for 12 Hour Period)		\$ 43.00	\$ 43.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Reception Room (for 12 Hour Period)		\$ 28.00	\$ 28.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
BBQ Area (for 12 Hour Period)		\$ 23.00	\$ 23.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex (for 12 hour period)		\$ 56.00	\$ 56.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Groups - Large Functions							
Bookings greater than 10 consecutive days for Main Hall/Reception Room	/24 hour	\$ 101.00	\$ 102.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bookings greater than 10 consecutive days for Entire Complex	/24 hour	\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Final Events or Concerts	/24 hour	\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category B : Kingaroy Town Common Hall, Nanango Cultural Centre, and Murgon/Proston/Wondai Town Halls							
Level 1: Concerts, Play Productions, Balls, Dances, Dinners, Conferences, Speech Nights, Expos, Weddings, Private Parties, Private Events, Expos							
Up to 12 Hours							
Total Complex (includes Supper Room or Stage 1 or 2, Kitchen, Bar, Cold Supper Room or Stage 1 or Stage 2 (for 12 Hour Period))		\$ 449.00	\$ 453.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
		\$ 300.00	\$ 303.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
National Tours							
Town Hall		\$ 1,717.00	\$ 1,734.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Supper Room or Stage 1 or Stage 2		\$ 841.00	\$ 849.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 2,839.00	\$ 2,867.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bond for Large Function including National Tours (Refundable less Cost of Damage or Loss)							
Supper Room or Stage 1 or 2, Kitchen, Bar, Cold Rooms		\$ 280.00	\$ 283.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 561.00	\$ 567.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Set Up and Clean Up Fee (Set Up the day before event - available from 12noon, Clean Up the day after event before 12noon)		\$ 112.00	\$ 113.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Level 2: Meetings, Workshops, Rehearsals, Preparations, Set Ups							
Up to 12 Hours							
Supper Room and Kitchen		\$ 29.00	\$ 29.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Stage 1 and Kitchen		\$ 29.00	\$ 29.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Stage 2 and Kitchen		\$ 29.00	\$ 29.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex (includes Kitchen, Supper Rooms, Cold Rooms, Stage 1 and 2)		\$ 51.00	\$ 51.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Other Functions: Funerals, Memorials, Wakes							
Supper Room or Stage 1 or 2, Kitchen, Bar, Cold Rooms		\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Total Complex		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category B : Kingaroy Town Common Hall, Nanango Cultural Centre, and Murgon/Proston/Wondai Town Halls							
Other Fees							
Commercial Kitchen Hire per 12 Hours		\$ 135.00	\$ 136.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable Stage		\$ 67.00	\$ 68.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Large Conference Projector		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Bond		\$ 370.00	\$ 374.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Delivery and Setup		\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System Bond		\$ 280.00	\$ 283.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Tables (Each)		\$ 9.00	\$ 9.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Chairs (Each)		\$ 1.10	\$ 1.10	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cleaning Fee	/hour	\$ 40.00	\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Community Organisation in the South Burnett							
Level 1: Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon							
Main Hall (for 12 Hour Period)		\$ 168.00	\$ 170.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Supper Room or Stage 1 or Stage 2 (for 12 Hour Period)		\$ 168.00	\$ 170.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Level 2: Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set Ups, Fitness Classes							
Main Hall (for 12 Hour Period)		\$ 25.00	\$ 25.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Supper Room or Stage 1 or Stage 2 (for 12 Hour Period)		\$ 25.00	\$ 25.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Groups - Large Functions							
Bookings greater than 10 consecutive days for Main Hall, Stage 1, Stage 2 or Supper Room	/24 hour	\$ 85.00	\$ 86.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bookings greater than 10 consecutive days for Entire Complex	/24 hour	\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Final Events or Concerts	/24 hour	\$ 168.00	\$ 170.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category C : Maidenwell, Maidenwell Oval Facilities and Ringsfield House							
Maidenwell Hall							
Level 1: Concerts, Play Productions, Balls, Dances, Dinners, Conferences, Speech Nights, Expos, Weddings, Private Parties, Private Events, Expos							
Up to 3 Hours							
Total Complex		\$ 191.00	\$ 193.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bond		\$ 112.00	\$ 113.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Set Up and Clean Up Fee (Set Up the day before event - available from 12noon, Clean Up the day after event before 12noon)		\$ 22.00	\$ 22.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Level 2: Meetings, Workshops, Rehearsals, Preparations, Set Ups							
Up to 12 Hours							
Main Hall		\$ 15.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Other Functions: Funerals, Memorials, Wakes							
Total Complex		\$ 22.00	\$ 22.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Other Fees							
Commercial Kitchen Hire per 12 Hours		\$ 56.00	\$ 57.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable Stage		\$ 67.00	\$ 68.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Large Conference Projector		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System		\$ 280.00	\$ 283.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Bond		\$ 370.00	\$ 374.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Public Address System Delivery and Setup		\$ 112.00	\$ 113.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System		\$ 224.00	\$ 226.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Portable PA System Bond		\$ 280.00	\$ 283.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Tables (Each)		\$ 9.00	\$ 9.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire Chairs (Each)		\$ 1.10	\$ 1.10	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cleaning Fee	/hour	\$ 40.00	\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Community Organisation in the South Burnett							
Level 1: Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon							
Main Hall per Event		\$ 22.00	\$ 22.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Halls-Category C : Maidenwell, Maidenwell Oval Facilities and Ringsfield House							
Level 2: Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set Ups, Fitness Classes							
Main Hall per Event		\$ 14.00	\$ 14.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Meeting Rooms							
Kingaroy 1913 Chambers							
Non Profit Organisations - Free Hire - \$60 Cleaning Charge If Facility Not Left Clean							
Commercial Organisations	/day or part thereof	\$ 79.00	\$ 80.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Not for Profit Groups - Large Functions							
Bookings greater than 10 consecutive days for Main Hall	/24 hour	\$ 9.00	\$ 9.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bookings greater than 10 consecutive days for Entire Complex	/24 hour	\$ 11.00	\$ 11.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Final Events or Concerts	/24 hour	\$ 22.00	\$ 22.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Sportsgrounds							
Maidenwell Oval Facilities							
Use of Kitchen		\$ 82.00	\$ 83.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Shower							
Per Person		At Cost	At Cost	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Historical Sites							
Ringsfield House							
Weddings - Hire Church and Gardens	/day		\$ 193.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Weddings - Hire Gardens	/day		\$ 100.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Weddings - Hire Church	/day		\$ 93.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Meetings - Church	/meeting		\$ 22.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Additional Cleaning Fee	/hour		\$ 45.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Library							
Fines on Overdue Books							
Member - After 4 Weeks - Per Book Per Working Day - Minimum 20c		No Charge	No Charge	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Internet							
First Hour		No Charge	No Charge	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Per Half Hour Over First Hour		No Charge	No Charge	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
<i>Prior bookings for the internet take precedence over sessions not booked.</i>							
Lost Books							
Replacement Fee		At Cost	At Cost	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Membership							
Membership		No Charge	No Charge	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Bond for Visitor Membership (Refundable)		No Charge	No Charge	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Photocopying/Printing (as per Administration Costs)							
A4							
Colour Picture and Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Colour Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Black Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
A3							
Colour Picture and Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Colour Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Black Writing	/page	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Other							
Library Membership Card Replacement Fee	each	Refer to Printing & Stationery	Refer to Printing	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Library Bags	each	Refer to Printing & Stationery	Refer to Printing	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Pest Management							
Administration Fee - Control Notices							
Administration Fee - Control Notices		\$ 60.00	\$ 60.00	Regulatory	No	LGA s 97(2)(a)	Biosecurity Act 2014 s 48
Purchase of Doggone Baits							
Purchase of Doggone Baits		At Cost + Admin.	At Cost + Admin.	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Wild Dog Scalps							
Wild Dog Scalps (Rebate)	/head	\$ 35.00	\$ 35.00	Regulatory	No	LGA s 97(2)(a)	Biosecurity Act 2014 s 48
Noxious Weeds - Property Inspection							
Noxious Weeds - Property Inspection		\$ 185.00	\$ 185.00	Regulatory	No	LGA s 97(2)(a)	Biosecurity Act 2014 s 48

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis, and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Planning							
Planning Searches							
Limited Planning Certificate		\$ 145.00	\$ 147.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Standard Planning Certificate		\$ 430.00	\$ 435.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Full Planning Certificate		\$ 1,000.00	\$ 1,010.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Preliminary Approval							
Application Fee (70% of Prescribed Fee)		80%	80%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfiguring a Lot Code							
Boundary Realignments and Easements		\$ 1,150.00	\$ 1,161.50	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure 1 to 5 Lots		\$ 2,000.00	\$ 2,020.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure 6 to 15 Lots		\$ 2,900.00	\$ 2,930.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure Over 15 Lots		\$ 3,900.00	\$ 3,940.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfiguring a Lot Impact							
Boundary Realignments and Easements		\$ 2,600.00	\$ 2,630.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure 1 to 5 Lots		\$ 2,900.00	\$ 2,930.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure 6 to 15 Lots		\$ 4,300.00	\$ 4,350.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Reconfigure Over 15 Lots		\$ 6,000.00	\$ 6,060.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Approving Plan of Survey							
Approving Plan of Subdivision, Approving Documents or Work, Re-inspection Fee		\$ 390.00	\$ 395.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
DERM Valuation Fee (Per Lot on Survey Plan)		\$ 48.00	\$ 48.00	Regulatory	No	LGA s 97(2)(a)	Local Government Act 2009 s 262(3)(c)
Approving Lapsed Plan of Subdivision Resealing of a Survey Plan		\$ 200.00	\$ 205.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Planning							
Material Change of Use Code							
Dwelling House		\$ 1,150.00	\$ 1,160.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling		\$ 1,500.00	\$ 1,520.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shop		\$ 3,600.00	\$ 3,640.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shopping Centre < 500m ²		\$ 4,300.00	\$ 4,345.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shopping Centre > 500m ²		\$ 7,200.00	\$ 7,275.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m ²		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m ²		\$ 3,560.00	\$ 3,595.60	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot		\$ 2,800.00	\$ 2,830.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Extractive Industry > 2ha		\$ 4,300.00	\$ 4,345.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
High Impact Industry, Special Industry		\$ 6,300.00	\$ 6,360.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Medium Impact Industry < 500m ²		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Medium Impact Industry > 500m ²		\$ 4,300.00	\$ 4,345.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Intensive Animal Husbandry, Intensive Horticulture		\$ 2,900.00	\$ 2,930.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Child Care Centre		\$ 2,145.00	\$ 2,166.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Air Services, Non-Resident Workforce Accommodation, Utility Installation		\$ 2,145.00	\$ 2,166.45	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Major Electricity Infrastructure, Substation		\$ 4,300.00	\$ 4,345.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Telecommunications Facility		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Nightclub Entertainment Facility		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Indoor Sports and Recreation		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Park, Environment Facility		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Planning							
Material Change of Use Impact							
Dwelling House		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery		\$ 2,145.00	\$ 2,170.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shop		\$ 4,300.00	\$ 4,350.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shopping Centre < 500m ²		\$ 5,300.00	\$ 5,350.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Shopping Centre > 500m ²		\$ 8,500.00	\$ 8,585.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m ²		\$ 2,900.00	\$ 2,930.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m ²		\$ 4,300.00	\$ 4,345.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot		\$ 5,200.00	\$ 5,250.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Extractive Industry > 2ha		\$ 5,775.00	\$ 5,830.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
High Impact Industry, Special Industry		\$ 8,675.00	\$ 8,760.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Medium Impact Industry < 500m ²		\$ 3,065.00	\$ 3,090.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Medium Impact Industry > 500m ²		\$ 5,820.00	\$ 5,870.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Intensive Animal Husbandry, Intensive Horticulture		\$ 5,820.00	\$ 5,878.20	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Child Care Centre		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Air Services, Non-Resident Workforce Accommodation, Utility Installation		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Major Electricity Infrastructure, Substation		\$ 7,145.00	\$ 7,220.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Telecommunications Facility		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Nightclub Entertainment Facility		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Indoor Sports and Recreation		\$ 6,035.00	\$ 6,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Park, Environment Facility		\$ 3,065.00	\$ 3,095.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Planning							
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park - Code							
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park < 5 Units		\$ 1,430.00	\$ 1,445.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park 5-10 Units		\$ 1,950.00	\$ 1,970.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park > 10 Units		\$ 4,085.00	\$ 4,125.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park - Impact							
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park < 5 Units		\$ 2,145.00	\$ 2,166.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park 5-10 Units		\$ 2,860.00	\$ 2,890.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park > 10 Units		\$ 6,125.00	\$ 6,190.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Compliance Inspection Material Change of Use		\$ 400.00	\$ 410.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 265
Minor Relaxation or Siting Variation							
Relaxation or Siting Variation		\$ 865.00	\$ 870.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Building Work or Operational Work							
Building Work or Operation Work on Local Heritage Place		\$ 850.00	\$ 860.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Filling More Than 1m Above or Excavation More Than 1m Below Ground Level, or Involving More Than 50m ²		\$ 850.00	\$ 860.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Third Party Sign		\$ 750.00	\$ 760.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Extending Development Approvals							
Extension Application to Currency Period		\$ 1,035.00	\$ 1,045.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 86(2)(b)(i)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Planning							
Changing Development Approval							
A Change Application		\$ 1,740.00	\$ 1,757.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 79(1)(b)(i)
Combined MCU and ROL Application							
Application for More Than One Use		Total of All Separate Fees	Total of All Separate Fees	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 51(1)(b)(ii)
Refund of Fees							
<i>Council may refund all or part of required fee as follows upon request from</i>							
(i) End of Part 1: Application Part Ends or Confirmation Notice Issued		90%	90%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 108(a)
(ii) End of Part 3: Information Request Issued by Council		50%	50%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 108(a)
(iii) End of Part 4: Public Notification Commenced or Notice of Compliance is Received or was Due		25%	25%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 108(a)
(iv) Prior to End of Part 5: Decision		10%	10%	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 108(a)
(v) After End of Part 5: Decision		Nil	Nil	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 108(a)
Planning Scheme Documents							
Superseded Planning Scheme		\$ 35.00	\$ 36.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 263
Planning Scheme (2017) Disk		\$ 35.00	\$ 36.00	Commercial	No	LGA s 97(2)(a)	Planning Act 2016 s 263
Planning Scheme 2017 Hard Copy		\$ 450.00	\$ 454.00	Commercial	No	LGA s 97(2)(a)	Planning Act 2016 s 263
Maps in Planning Schemes (Colour) A3		\$ 30.00	\$ 31.00	Commercial	No	LGA s 97(2)(a)	Planning Act 2016 s 263

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Plumbing							
Application for Permit							
Class 1 and 10a Buildings - Sewered Area							
Approval and Inspection		\$ 712.00	\$ 720.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Approval and Inspection per fixture	/per fixture	\$ 109.50	\$ 110.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Alteration or Modifications		\$ 450.00	\$ 455.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Class 1 and 10a Buildings - Non-Sewered Area							
Approval and Inspection of Household Sewerage Treatment Plant/Septic/Grey Water Application Fee		\$ 120.50	\$ 122.00	Regulatory	No	LGA s 97(2)(e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Approval and Inspection		\$ 590.00	\$ 595.00	Regulatory	No	LGA s 97(2)(a)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Approval and Inspection per fixture	/per fixture	\$ 109.50	\$ 110.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Alteration or Modifications		\$ 450.00	\$ 454.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water - Inspection Fee		\$ 246.00	\$ 250.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Alteration to Land Application Area		\$ 338.00	\$ 341.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Commercial and Multi Unit Residential Class 2 - 9 Buildings							
Approval and Inspection	/per fixture	\$ 1,560.00	\$ 1,575.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Approval and Inspection per fixture	/per fixture	\$ 109.50	\$ 110.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Alteration or Modifications		\$ 860.00	\$ 870.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Inspection of Main Sanitary Drains, Hydrant and Water Mains per metre	/per meter	\$ 9.30	\$ 9.35	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Inspection of Manholes per manhole	/per manhole	\$ 115.00	\$ 116.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water - Inspection Fee		\$ 246.00	\$ 248.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Application for Amended Permit							
If Term of Permit has ended - Fees as Per New Application							
Amendments Class 1 and Class 10a - Change of Floor Plans/Fixture Layout of Existing Building		\$ 111.15	\$ 112.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Amendments Class 1 and Class 10a - Change of On-Site Sewerage Facility		\$ 245.00	\$ 247.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Minor Amendments Class 2-9		\$ 278.00	\$ 280.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Major Amendments Class 2-9		\$ 794.00	\$ 800.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Extending Term of Permit Only		\$ 318.00	\$ 320.00	Regulatory	No	LGA s 97(2)(a), (e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Extending Term and Amendment of Permit Combined Application - Total of Applicable Fee							

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Plumbing							
Public Sector Entity Inspections							
Where Permit is Issued by a Public Sector Entity							
Inspection 1 Fixture only	/per fixture	\$ 246.00	\$ 248.00	Regulatory	No	LGA s 97(2)(e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Inspection 2 or More Fixtures per fixture	/per fixture	\$ 88.00	\$ 90.00	Regulatory	No	LGA s 97(2)(e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Miscellaneous							
Plumbing Search - House Drainage Plans within the Property (Owner/Private Certifier Information Request)		\$ 50.00	\$ 50.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264
Re-Inspection Fee		\$ 246.00	\$ 248.00	Regulatory	No	LGA s 97(2)(e)	Plumbing and Drainage Regulation 2019 s 44(1)(b)(iv)
Backflow Prevention Devices							
Backflow Prevention Device Application Fee per device	/per device	\$ 235.00	\$ 237.00	Regulatory	No	LGA s 97(2)(a)	Plumbing and Drainage Regulation 2019 s 101
Service Reports Lodgement							
Lodgement Fee for Service Reports for On-Site Sewerage Facility/Grey Water Use		\$ 55.00	\$ 56.00	Regulatory	No	LGA s 97(2)(a)	Plumbing and Drainage Regulation 2019 s 114
Lodgement Fee for Backflow Prevention Device		\$ 55.00	\$ 56.00	Regulatory	No	LGA s 97(2)(a)	Plumbing and Drainage Regulation 2019 s 101
Refund of Fees							
If Application Lapses Due to Not Responding to Information Request		Nil	Nil	Regulatory	No	Not Applicable	Plumbing and Drainage Regulation 2019 s 45(4)(b)
If Application is Cancelled Prior to the Carrying Out of Inspections		50%	50%	Regulatory	No	Not Applicable	Plumbing and Drainage Regulation 2019 s 45(4)(b)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Printing							
Council Documents							
Council Minutes - Free to download from website. Printing charges apply.	/page	\$ 0.70	\$ 0.70	Regulatory	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 272
Professional Printing		At Cost	At Cost	Regulatory	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
CD or USB		\$ 7.50	\$ 7.50	Regulatory	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Facsimile Transmissions							
Local Call - First Page (Staff Supported Service)		\$ 2.00	\$ 2.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Local Call - Each Additional Page (Staff Supported Service)		\$ 0.70	\$ 0.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
STD or ISD - First Page (Staff Supported Service)		\$ 2.50	\$ 2.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
STD or ISD - Each Additional Page (Staff Supported Service)		\$ 1.50	\$ 1.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Laminating							
A4 (Staff Supported Service)	/page	\$ 4.00	\$ 4.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
A3 (Staff Supported Service)	/page	\$ 5.00	\$ 5.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
A1 or A0 (Staff Supported Service)	/metre	\$ 30.00	\$ 30.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Photocopying/Printing							
A4							
Colour Picture and/or Writing (Staff Supported Service)	/page	\$ 1.50	\$ 1.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Black Writing (Staff Supported Service)	/page	\$ 0.20	\$ 0.20	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
A3							
Colour Picture and/or Writing (Staff Supported Service)	/page	\$ 4.00	\$ 4.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Black Writing (Staff Supported Service)	/page	\$ 0.50	\$ 0.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Plan Printing							
Precut Sheets A1 (Staff Supported Service)		\$ 30.00	\$ 30.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Precut Sheets A0 (Staff Supported Service)		\$ 40.00	\$ 40.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Rentals							
Nanango							
Appin Place							
Standard Units		\$ 163.00	\$ 165.00	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Main Unit		\$ 189.00	\$ 190.00	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Brighthaven							
Units 1 - 10		\$ 122.00	\$ 125.00	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Drayton Villas							
Minimum Standard Unit		\$ 178.00	\$ 180.00	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Minimum Extended Unit		\$ 189.00	\$ 190.00	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Council Housing							
Murgon							
Goodchild Drive		CMV	CMV	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Tiernan Terrace		CMV	CMV	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Nanango							
Pioneer Cottage		CMV	CMV	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Brisbane Street		CMV	CMV	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)
Hunter Street		CMV	CMV	Commercial	Yes	Not Applicable	Residential Tenancies and Rooming Accommodation Act 2008 s 77(d)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2020/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Right to Information (RTI) and Information Privacy							
RTI Application Fee*		Set by Regulation	Set by Regulation	Regulatory	No	LGA s 97(2)(a)	Right to Information Regulation 2009 s 4
Processing Charge for an RTI Application* (For Any Application Where the Processing Time is More Than 5 Hours)	/15 minutes	Set by Regulation	Set by Regulation	Regulatory	No	LGA s 97(2)(a)	Right to Information Regulation 2009 s 5
Access Charge* (Photocopying (A4) Black and White)	/page	Set by Regulation	Set by Regulation	Regulatory	No	LGA s 97(2)(a)	Right to Information Regulation 2009 s 6
IP Application Fee		Set by Regulation	Set by Regulation	Regulatory	No	LGA s 97(2)(a)	Information Privacy Regulation 2009
Access Charge* (Photocopying (A4) Black and White)	/page	Set by Regulation	Set by Regulation	Regulatory	No	LGA s 97(2)(a)	Information Privacy Regulation 2009 s 4

* Charges are set by legislation from July 1 each year. Fees therefore reflect the RTI and IP regulations.

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Roads							
Banners Across Roads							
Use of Banner Poles	Installation	\$ 525.30	\$ 530.55	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Permits							
Blasting		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Awnings and Balconies Over Roads		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Building Materials Placed on Road		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Licensed Gates - Application Fee		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Licensed Grids - Application Fee		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Scaffolding		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Car Park Bays	/day	\$ 10.20	\$ 10.30	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Pipes Across Gazetted Roads							
Application Fee		\$ 145.85	\$ 147.50	Regulatory	No	LGA s 97(2)(a)	Local Law No. 1 (Administration) 2011
Marker Posts (Complete)							
Each		\$ 57.10	\$ 57.70	Commercial	Yes	Not Applicable	Local Law No. 1 (Administration) 2011
Complete Repairs							
Estimated Cost for Council to Supply, Lay and Backfill Enveloping Pipe (Actual Cost to be Charged)		At Cost	At Cost	Commercial	Yes	Not Applicable	Local Law No. 1 (Administration) 2011
Removal Bond							
Assessment and Inspection Fee (Non-Refundable)		\$ 218.30	\$ 220.50	Regulatory	No	LGA s 97(2)(a)	Building Act 1975 and Local Law No. 1 (Administration) 2011
For Movements Into, Out of, or Within the South Burnett Regional Council		\$ 1,248.50	\$ 1,267.00	Regulatory	No	LGA s 97(2)(a)	Building Act 1975 and Local Law No. 1 (Administration) 2011
(When Damage Occurs to Council Roads Cost of Repairs to be Deducted from the Bond)							
Rural Property Number							
Installation Fee for Relocation or Replacement		\$ 114.25	\$ 115.40	Commercial	No	Not Applicable	Local Law No. 1 (Administration) 2011
Rural Numbers	/each cap	\$ 5.70	\$ 5.80	Commercial	No	Not Applicable	Local Law No. 1 (Administration) 2011
Rural Numbers	/each number	\$ 8.05	\$ 8.15	Commercial	No	Not Applicable	Local Law No. 1 (Administration) 2011
Rural Numbers	/each post	\$ 17.35	\$ 17.55	Commercial	No	Not Applicable	Local Law No. 1 (Administration) 2011

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis, and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Saleyards and Dips							
Agents Licence Fee							
Licence Fee for Specialty Sales (1 or 2 Day Sale) - Applies to All Livestock		\$ 1,127.50	\$ 1,127.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Annual Charge - Porters Transport		No Charge	No Charge	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Livestock Selling Fees							
Liveweight Sale (Weighing and Yard Due Fee)	/head	\$ 5.50	\$ 5.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Open Auction Sale (Yard Due Fee Only)	/head	\$ 3.70	\$ 3.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cattle Sold Per Head at Sales Other Than Store, Liveweight and Stud Sales	/head	\$ 1.60	\$ 1.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Agents Inspection and Dipping Fee	/head	\$ -	\$ 3.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Agents Licence and Scale Fee	/head	\$ 1.60	\$ 1.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Pigs, Sheep, Goats, Chickens, Llamas Sold	/head	\$ 1.60	\$ 1.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Horses and Buffalo	/head	\$ 7.40	\$ 7.40	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Calves Sold	/head	\$ 1.10	\$ 1.10	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cattle Sold at Open Auction and Privately Weighed on Completion of Sale	/head	\$ 3.20	\$ 3.20	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Stud Selling Fees							
Open Auction Sale Ring Use - Applies to All Livestock Agents	/head	\$ 26.10	\$ 26.10	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Open Auction Sale (Yard Use Fee Only) - Applies to All Livestock Agents		\$ 3.70	\$ 3.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hay Feeders							
Hire of Hay Feeders	/pen per day	\$ 8.20	\$ 8.20	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Consignment Fee for Cattle							
Consignment Fee 1st Day (Yard Due, Use of Ramp, Mob Base Transfer)	/head	\$ 2.20	\$ 2.20	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Consignment Holding Fee 2nd Day and Thereafter (Yard Use)		\$ 1.00	\$ 1.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Mob Based Transfers		\$ 1.50	\$ 1.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cleaning of Other Areas							
Cleaning of Agents Room and Toilets After Additional Specialty Sales	/event	\$ 210.00	\$ 210.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cleaning of Yards							
Cattle Yards	/pen	\$ 71.80	\$ 71.80	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Saleyards and Dips							
National Livestock Identification Scheme (NLIS)							
Saleyard NLIS Devices Replacement		\$ 16.00	\$ 16.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Agent Fee for Hire of NLIS Scanner 4217 Prior to Sales	/head	\$ 1.20	\$ 1.20	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Removal and Disposal							
Removal and Disposal of Dead Animal		\$ 225.50	\$ 225.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Weighing Fees							
Other Than at Cattle Liveweight Sales							
Minimum Fee - 1 to 20 Head		\$ 32.30	\$ 32.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Weighed Per Head - Over 20 Head		\$ 1.60	\$ 1.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Inspections Fees - Weekdays							
Inspection Fee	/hour	\$ 123.00	\$ 123.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Minimum Charge of 15 Minutes		\$ 30.80	\$ 30.80	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Off Site Inspections - Travel Time Cost Per Kilometre Travelled		\$ 0.90	\$ 0.90	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
On Property Inspections (Properties in the Infected Area During Business Hours)							
Per Hour		\$ 116.70	\$ 116.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Minimum Charge of 15 Minutes		\$ 30.80	\$ 30.80	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Inspection Fees - Out of Hours/Weekends/Public Holidays							
Minimum Charge of 1 Hour	/hour - minimum 1 hour	\$ 246.00	\$ 246.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Callout Fee		\$ 92.30	\$ 92.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Off Site Inspections - Travel Time Cost Per Kilometre Travelled		\$ 0.90	\$ 0.90	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Dipping Fees - Private							
Per Head (Greater than 6 Head)		\$ 2.30	\$ 2.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Minimum Fee (6 Head or Less)			\$ 14.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Travel Time Cost Per Kilometre Travelled		\$ -	\$ -	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Spraying Fees							
Per Animal		\$ 5.00	\$ 5.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Minimum Fee		\$ 13.90	\$ 13.90	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

* All saleyard fees currently under review and will be brought forward once external saleyard audit is finalised.

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Searches							
Building Searches							
Building Property Search		\$ 312.00	\$ 315.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Building Records Search		\$ 184.00	\$ 185.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Building Records Search (Urgent)		\$ 275.00	\$ 277.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Copy of Building Plans (Hard Copy)		\$ 170.00	\$ 170.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Copy of Building Plans (Electronic)		\$ 85.00	\$ 85.00	Regulatory	No	LGA s 97(2)(c)	Planning Act 2016 s 51(1)(b)(ii)
Cemetery Search							
Standard Search (Over 6 Names)		At Cost	At Cost	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Environmental Health Licences							
Special Inspection (e.g. Compliance Search)							
To Undertake Inspection of any Licensed Premises and Requires a Written Application Fee for all Environmental Health Licences/Permits includes the Assessment Fee and the Balance of the Licensing period. If a new application is received in the last 3 months of the licensing period the approval shall be issued to the common due date in the following financial year.		\$ 363.00	\$ 367.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Health Records Search							
		\$ 95.00	\$ 97.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Noxious Weeds - Property Inspection							
		\$ 185.00	\$ 185.00	Regulatory	No	LGA s 97(2)(a)	Biosecurity Act 2014 s 48
Rate/Property Searches							
Short Search		\$ 78.00	\$ 79.00	Regulatory	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 155(1)
Full Search		\$ 138.00	\$ 139.50	Regulatory	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 155(1)
Urgent Search (Less than 48 hours from receipt of request)		\$ 200.00	\$ 202.00	Regulatory	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 155(1)
Property Archive Search/Miscellaneous Administration Fee	/hour	\$ 39.00	\$ 39.50	Commercial	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 155(1)
Property Archive Search/Miscellaneous Administration Fee - if less than 1/2 hour	/half hour - minimum	\$ 22.00	\$ 22.20	Commercial	No	LGA s 97(2)(c)	Local Government Regulation 2012 s 155(1)
Note:							
(i) The owner (or his Agent authorised in writing) may inspect the Rate Book in respect of land of which he is the owner, lessee, or occupier, and/or land adjoining there to, without charge.							
(ii) Rate information is not to be given by telephone.							
Rate Notice Copies							
Copy of Rate/Water Notice/s other than for Current Financial Year and Previous Financial Year	/per notice	\$ 10.00	\$ 10.00	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)
Copy of Rate/Water Notice/s for Current Financial Year and Previous Financial Year	/per notice	No Charge	No Charge	Regulatory	No	LGA s 97(2)(c)	Local Government Act 2009 s 262(3)(c)

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Searches							
Special Water Meter Reading		\$ 79.50	\$ 80.00	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 37
Planning Searches							
Limited Planning Certificate		\$ 145.00	\$ 147.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Standard Planning Certificate		\$ 430.00	\$ 435.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Full Planning Certificate		\$ 1,000.00	\$ 1,010.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264(2)
Searches							
Plumbing Search - House Drainage Plans within the Property (Owner/Private Certifier Information Request)		\$ 50.00	\$ 50.00	Regulatory	No	LGA s 97(2)(a)	Planning Act 2016 s 264

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 57(2)(a)-(e)	Head of Power Statutory Reference
Soil Laboratory Testing							
Aggregate Sampling							
Sampling of Aggregate	/hour	\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Flakiness Index (Including ALD, Particle Size Distribution)		\$ 177.00	\$ 181.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Degradation Test		\$ 232.00	\$ 238.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Weak Particles		\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Crushed Particles		\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Degree Precoat		\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10% Fines Wet/Dry Variation		\$ 530.00	\$ 542.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Sand, Silt Clay Content		\$ 52.00	\$ 54.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Loose Density		\$ 52.00	\$ 53.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Modified Texture Depth		\$ 29.00	\$ 30.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
CBR Testing							
CBR (5 Points)							
Unsoaked		\$ 453.00	\$ 464.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Soaked		\$ 453.00	\$ 464.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Insitu CBR Test (DCP)	/hour	\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
CBR (1 Points)							
Unsoaked		\$ 268.00	\$ 274.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Soaked		\$ 268.00	\$ 274.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Compaction Testing							
Conventional							
Dry Density - Moisture Relationship (MDR)							
Large Mould MDR		\$ 180.00	\$ 184.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Small Mould MDR		\$ 139.00	\$ 143.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Field Density (Sand Replacement)		\$ 82.00	\$ 84.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Ball Penetrometer	/hour	\$ 74.00	\$ 76.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Concrete Testing							
Slump Test		\$ 26.00	\$ 27.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Making Cylinders and Curing (Each Cylinder) (Includes 1 Slump Test Per Set of 3)							
Set of 3		\$ 175.00	\$ 179.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Cast and Cure Extra Cylinder		\$ 26.00	\$ 27.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Unconfined Compressive Strength (UCS)		\$ 355.00	\$ 363.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Unconfined Compressive Strength (UCS) Field Mixed			\$ 200.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Compressive Strength Tests (Each Cylinder)		\$ 26.00	\$ 27.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Soil Laboratory Testing							
Nuclear Meter Testing (NATA Certified)							
Field Dry Density - Moisture Content Each		\$ 43.00	\$ 44.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Soil Testing							
/test							
Moisture Content		\$ 30.00	\$ 31.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Sieve Analysis							
Particle Size Distribution (PSD) Dry/Wet		\$ 134.00	\$ 137.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Particle Size Distribution (PSD) Less than 5 Sieves		\$ 90.00	\$ 92.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Atterberg Limits							
5 Points (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$ 196.00	\$ 201.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
1 Point (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$ 93.00	\$ 96.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Linear Shrinkage		\$ 42.00	\$ 43.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Discount for Bulk Customers - On Request							
Standard Fees							
Hourly Travel Rate	/hour	\$ 98.00	\$ 101.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Notes							
1. Costs include travel of up to 10km radius of Kingaroy, otherwise travel charges apply.							
2. A wait time of 15 minutes per job after which hourly rate charged at 15 minute intervals.							
3. If a sample is to be sent to another Laboratory, freight costs shall be added.							
4. Any tests not listed but able to be undertaken by the Soils Laboratory shall be charged at the hourly rate.							
5. The Soils Laboratory hours of operation are 6.30am to 3.30pm Monday to Friday. Testing outside of these hours will attract overtime rates.							
6. When Soil Tester is undertaking a large volume of testing for a single client a lower charge out rate may be negotiated if in agreement with the client.							
7. Call fee of half an hour applies if job cancelled and not notified plus travel costs where applicable.							

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Swimming Pools							
South Burnett Swimming Pools - Blackbutt, Kingaroy, Murgon, Proston, South Burnett Aquatic Centre and Wondai							
Adult	/head	\$ 3.30	\$ 3.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Children < 12	/head	\$ 2.50	\$ 2.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Senior/Concession Card Holders	/head	\$ 2.50	\$ 2.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hydrotherapy Pool	/head	\$ 3.30	\$ 3.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
School Swimming Carnival		\$ 354.00	\$ 360.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Private Hire	/hour	\$ 71.00	\$ 72.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Lane Hire	/lane per hour	\$ 13.00	\$ 15.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Blackbutt, Kingaroy, Murgon, Proston and Wondai - Individual Passes							
7 Month Swimming Passes							
Child	/season	\$ 122.00	\$ 150.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Adult	/season	\$ 153.00	\$ 190.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Senior/Concession Card Holders	/season	\$ 122.00	\$ 150.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Family	/season	\$ 439.00	\$ 470.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10 and 20 Visit Pass							
10 Visit Pass - Child		\$ 20.00	\$ 24.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10 Visit Pass - Adult		\$ 31.00	\$ 31.50	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
10 Visit Pass - Senior/Concession Card Holders		\$ 20.00	\$ 24.30	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
20 Visit Pass - Child		\$ 41.00	\$ 48.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
20 Visit Pass - Adult		\$ 61.00	\$ 63.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
20 Visit Pass - Senior/Concession Card Holders		\$ 41.00	\$ 48.60	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
South Burnett Aquatic Centre - 12 Month Season Pass - Purchased Directly from Pool							
12 Month Season Pass							
Child	/season	\$ 163.00	\$ 280.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Adult	/season	\$ 204.00	\$ 364.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Senior/Concession Card Holders	/season	\$ 163.00	\$ 280.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Family	/season	\$ 581.00	\$ 610.00	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Waste Services							
Disposal of Dead Animals							
A Small Sized Animal <15Kgs	/animal	\$ 21.00	\$ 21.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
A Medium Sized Animal >15Kgs - <45Kgs	/animal	\$ 32.00	\$ 32.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
A Large Sized Animal >45Kgs - <90Kgs	/animal	\$ 110.00	\$ 111.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
A Horse and Cow Type Animal (Irrespective of the Weight)	/animal	\$ 162.00	\$ 165.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Animal Offal Waste Products (Irrespective of the Weight)	/animal	\$ 35.00	\$ 36.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tipping Fees - Disposal of Regulated Waste - Asbestos							
<10m ² of Domestic Self-Haul Asbestos	/cubic metre or part thereof	\$ 95.00	\$ 100.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
>10m ² of Domestic Self-Haul or Any Commercial Asbestos	/cubic metre or part thereof	\$ 190.50	\$ 196.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Commercial/Industrial Tipping Fees - Landfills/Transfer Stations							
Batteries	each	No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Waste Oil	/litre	No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Clean Fill		No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Light Gauge Metal/Car Bodies/Metal Tanks		No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Commercial and Industrial	/cubic metre or part thereof	\$ 190.50	\$ 196.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Construction and Demolition (C&D)	/cubic metre or part thereof	\$ 126.50	\$ 132.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Only minor amounts less than 20m ³ or 20 tonnes in total of construction and demolition (C&D) waste is able to be received at waste facilities other than Kingaroy with prior approval. Major C&D disposal (>20m ³ or 20 tonnes in total) is to be disposed of at the Kingaroy Waste Facility. Please contact Council's Waste Services Section on (07) 4189 9100 for further details.							
Commercial Mixed Load Fee (Fee is on top of and in addition to whatever the applicable disposal charge will be.)	/cubic metre of part thereof	\$ 225.00	\$ 230.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Fridges, Freezers, Water Heat Pump Systems, etc. (degassing expense)		\$ 20.00	\$ 20.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Green Waste	/cubic metre	No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Liquid Paint (Disposal Available at Kingaroy Only)	/litre	\$ 8.50	\$ 8.75	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Waste from Outside Shire	/cubic metre	\$ 370.00	\$ 392.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Cardboard Recycling (where able to be provided)	/cubic metre	\$ 30.00	\$ 31.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Waste Cooking Oil	/litre	\$ 1.00	\$ 1.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Waste Services							
Commercial Tipping Fees - Kingaroy Weighbridge							
Commercial and Industrial Waste	/tonne	\$ 190.50	\$ 196.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Construction and Demolition Waste	/tonne	\$ 126.50	\$ 132.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Fridges, Freezers, Water Heat Pump Systems, etc. (degassing expense)		\$ 20.00	\$ 20.50	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Green Waste	/tonne	No Charge	No Charge	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tyres (Commercial or Residential)							
Tyres - Motorcycle		\$ 6.00	\$ 6.25	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tyres - Car		\$ 9.00	\$ 9.25	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tyres - Truck to Super Single		\$ 26.50	\$ 27.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tyres - Tractor < 1.5		\$ 119.00	\$ 122.00	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Tyres - With Rims + Base Cost		\$ 1.60	\$ 1.65	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011
Other		At Cost	At Cost	Commercial	Yes	Not Applicable	Local Law No. 6 (Waste Management) 2011

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Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Wastewater							
Sewerage Connection		\$ 567.00	\$ 572.65	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Service Connection - Cut Into Existing Main		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Service - Other		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Location of Services (Water and Sewer)		\$ 140.00	\$ 141.40	Commercial	Yes	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Water and Wastewater Searches							
Requests for Sewer and Water Details Within Property (Sewer Main and Water Main Location Information)		\$ 52.00	\$ 52.50	Regulatory	No	LGA s 97(2)(e)	Local Government Regulation 2012 s 155(1)
Requests for Sewer and Water Details Adjacent to the Property (Sewer Main and Water Main Location Information)		\$ 52.00	\$ 52.50	Regulatory	No	LGA s 97(2)(e)	Local Government Regulation 2012 s 155(1)
Trade Waste Application Fee							
Category 1 Licence		\$ 270.00	\$ 272.70	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
Category 2 (Minimum \$330 P/A volume cKl)		\$ 1.00	\$ 1.00	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
Category 3 (Minimum \$330 P/A volume cKl)		\$ 1.00	\$ 1.00	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
BOD5 cKg		\$ 1.50	\$ 1.50	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
Sus Solids cKg		\$ 1.00	\$ 1.00	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
Swimming Pool Application Fee		\$ 171.00	\$ 172.70	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 180
Miscellaneous Wastewater Fees							
Hire of Sewer Camera including Staff	/hour	\$ 181.00	\$ 182.80	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Hire of Sewer Jetter including Staff	/hour	\$ 270.00	\$ 272.70	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Concurrence Agency Response (Building Over or Near Infrastructure QDC MP1.4)		\$ 312.00	\$ 315.10	Regulatory	No	LGA s 97(2)(e)	Planning Act 2016 s 54(1)
Disposal of Septage Waste							
Disposal of Septage Waste Originating Within the South Burnett Regional	/1000 litres	\$ 28.50	\$ 28.75	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Disposal of Septage Waste Originating Outside the South Burnett Regional	/1000 litres	\$ 125.50	\$ 126.75	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Water - Sales							
Blackbutt Bulk Nukku Pipeline Water	/kilolitre	\$ 1.15	\$ 1.15	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Purchase of Water							
Water from Standpipe Commercial or Coin - Potable	/kilolitre	\$ 6.00	\$ 6.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Water from Standpipe Commercial or Coin - Non-Potable	/kilolitre	\$ 5.00	\$ 5.00	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)
Deposit on Standpipe Key		\$ 130.00	\$ 131.30	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)

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Register of Fees and Charges 2021/2022							
Type of Charge	Basis and/or Duration	2020/2021	2021/2022	Regulatory/ Commercial	GST	Cost Recovery - LGA s 97(2)(a)-(e)	Head of Power Statutory Reference
Water Supplies							
Connection Fees (Measurements are Internal Diameter)							
Standard 20mm Service (<30 metres)		\$ 1,030.00	\$ 1,040.30	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Standard and Restricted Rural 12mm Service		\$ 1,030.00	\$ 1,040.30	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
25mm Service (Includes 25mm Meter)(<30 metres)		\$ 1,404.50	\$ 1,418.55	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Multiple Dwelling Units - Connection 25mm (Incl. 1 x 20mm Meter Per Unit)(<30 metres)	/unit	\$ 701.50	\$ 708.50	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
32mm Service (Includes 32mm Meter) (<30metres)		\$ 2,705.00	\$ 2,732.05	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Larger Than 32mm Service (Including Meter) (<30metres)		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
- Minimum		\$ 3,121.00	\$ 3,152.20	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Over 30 metres from Main (All Sizes)		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 167
Other Fees							
Disconnection Fee		\$ 145.50	\$ 146.95	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 37
Relocate Meter to Other Location		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 35
Special Water Meter Reading		\$ 79.50	\$ 80.00	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 37
Testing Meter - Internally		\$ 93.50	\$ 94.40	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 37
Testing Meter - Externally		At Cost	At Cost	Regulatory	No	LGA s 97(2)(e)	Water Supply (Safety and Reliability) Act 2008 s 37
Physical Location of Water Mains		\$ 137.50	\$ 138.85	Commercial	Yes	Not Applicable	Local Government Act 2009 s 262(3)(c)
Concurrence Agency Response (Building Over or Near Infrastructure QDC MP1.4)		\$ 312.00	\$ 315.10	Regulatory	No	LGA s 97(2)(e)	Planning Act 2016 s 54(1)
Meter Boxes (PVC)							
Existing Connection (To be Installed by Council)		\$ 114.00	\$ 115.10	Commercial	No	Not Applicable	Local Government Act 2009 s 262(3)(c)

9.8 RELEASE OF RESTRICTED CASH - DEVELOPER CONTRIBUTIONS

File Number: 28/04/2021
Author: Manager Finance
Authoriser: Chief Executive Officer

PRECIS

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021
– Release of Restricted Cash – Developer Contributions

SUMMARY

Committee Resolution 2021/105

Moved: Cr Kathy Duff
Seconded: Cr Scott Henschen

That the committee recommends to Council:

That the request from deceased estate for release of restricted cash due to the refund of water supply headworks under Assessment 11412-00000-000, a proposed subdivision (developer contribution), which has not commenced, be approved.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 5/0

OFFICER'S RECOMMENDATION

That the request from deceased estate for release of restricted cash due to the refund of water supply headworks under Assessment 11412-00000-000, a proposed subdivision (developer contribution), which has not commenced, be approved.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021.

ATTACHMENTS

Nil

9.9 REQUEST TO WAIVE DISPUTED RATES DEBT RECOVERY LEGAL COSTS & INTEREST - ASSESSMENT NUMBER 14376-00000-000

File Number: 2771501
Author: Revenue Team Leader
Authoriser: Chief Executive Officer

PRECIS

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021 - Requesting Council waive the disputed legal costs and interest associated with outstanding rates for Assessment Number 14376-00000-000.

SUMMARY

Committee Resolution 2021/106

Moved: Cr Kristie Schumacher

Seconded: Cr Roz Frohloff

That the committee recommends to Council:

That South Burnett Regional Council does not accede to the request to waive the disputed legal costs and interest for Assessment Number 14376-00000-000.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council does not accede to the request to waive the disputed legal costs and interest for Assessment Number 14376-00000-000.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021.

ATTACHMENTS

Nil

10 PORTFOLIO – ROADS & DRAINAGE**10.1 BLACKBUTT CBD FOOTPATH****File Number:** 28-04-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021, was a report on the proposed Blackbutt CBD Footpath upgrade project, which is the first stage of redeveloping the infrastructure within Blackbutt, subject to endorsement of the Master Plan. The project includes a key aspect of asset renewal works, rehabilitating the footpaths and kerb and channel as well as siting People With Disabilities (PWD) bays. Additional works will also be considered for Coulson Street increasing the scope to include Les Muller Park and other community-based infrastructure.

SUMMARY**COMMITTEE RESOLUTION 2021/61**

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. Council release the Blackbutt CBD Master Plan, the Blackbutt CBD Footpath and PWD bay Design for public consultation; and
2. Council increase the budget for the stage 1 project by \$750,000 from the Local Roads and Community Infrastructure (LRCI) funding to include footpath upgrades to both sides of Coulson Street, Coulson Street refuge, street furniture, landscaping and upgrades to Les Muller Park.

In Favour: Crs Gavin Jones, Danita Potter, Kirstie Schumacher and Scott HenschenAgainst: Crs Brett Otto and Kathy Duff**CARRIED 5/2****OFFICER'S RECOMMENDATION**

1. That Council release the Blackbutt CBD Master Plan, the Blackbutt CBD Footpath and PWD bay Design for public consultation; and
2. Council increase the budget for the stage 1 project by \$750,000 from the Local Roads and Community Infrastructure (LRCI) funding to include footpath upgrades to both sides of Coulson Street, Coulson Street refuge, street furniture, landscaping and upgrades to Les Muller Park.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS

Nil

10.2 YOUNGMAN STREET MEDIANS KINGARROY**File Number: 28-04-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee Meeting held on 7 April 2021, was the proposed Youngman Street Medians project which is the first stage of redeveloping the centre medians on the Bunya Highway, Kingaroy and the roundabout on Scott Street, Wondai. The project includes a key aspect of asset renewal works, where the main purpose is to address the existing condition of the aged assets improving the southern Bunya Highway entrance into Kingaroy whilst reducing maintenance.

SUMMARY**Committee Resolution 2021/65**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That Committee recommends to Council:

1. Adopt the design of the Youngman Street medians; and
2. Officers undertake further consultation and design works continue for the Wondai roundabout

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Adopt the design of the Youngman Street medians; and
2. Officers undertake further consultation and design works continue for the Wondai roundabout.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

10.3 NAMING OF ROY EMERSON WAY**File Number:** 28-04-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021 was a report on the previous advocacy regarding renaming a portion of the D'Aguliar Highway as Roy Emerson Way. This information was also presented to the general meeting of 24 March 2021 in response to a question from the Mayor.

SUMMARY**Committee Resolution 2021/69**

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. Council note the attached previous correspondence between Council and the Department of Transport and Main Roads; and
2. Council recommence engagement with the community on possible options for the naming of Roy Emerson Way

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That South Burnett Regional Council:

1. Note the attached previous correspondence between Council and the Department of Transport and Main Roads; and
2. Recommence engagement with the community on possible options for the naming of Roy Emerson Way

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS

1. Naming of Roy Emerson Way [↓](#) 

Renaming a portion of D'Aguliar Highway as Roy Emerson Way

**Brief Report
Works Branch**

Council has undertaken previous advocacy regarding renaming a portion of the D'Aguliar Highway as Roy Emerson Way with an official response received from the Minister on 16 December 2019. The Mayor has recently commenced engagement on behalf of Council with TMR on possible options for recognising Roy Emerson.

ECM ID: 2640554 KC:BB

6 November 2019

The Honourable Mark Bailey MP
Minister for Transport and Main Roads
GPO Box 2644
BRISBANE QLD 4001

Dear Minister

RE: Proposal to Rename a Portion of the D'Aguilar Highway to Roy Emerson Way - Blackbutt

I am writing on behalf of the people of the South Burnett Region to formally request the renaming of a section D'Aguilar Highway to Roy Emerson Way, Blackbutt.

Council and I fully appreciate that you have considered this request through applications and petitions. We are also aware that the Department of Transport and Main Roads operates within guidelines such as the State Strategic Touring Routes and Tourist Drives to create consistency in driving experiences.

Council has not historically approached the Queensland Government in relation to previous requests, however Council formally resolved to endorse and advocate to the Department of Transport and Main Roads to name a section of the D'Aguilar Highway as Roy Emerson Way. The section of highway is from Blackbutt to Nukku Bridge, a length of approximately 3.45 kilometres.

The current State Strategic Touring Routes and Tourist Drives are primarily identified as national highways which makes it difficult to provide recognition on other state controlled roads that are only available in the South Burnett. Council is not suggesting to re-gazette the name of the D'Aguilar Highway, but there have been examples where the Queensland Government has made exceptions to rename portions of existing state controlled roads after extraordinary people, two examples being Steve Irwin and David Low.

Lastly, I would like to highlight why Council has decided to represent its community so strongly for Roy Emmerson Way.

This year Roy Emmerson AC received one of Australia's highest honours being made a Companion of the Order of Australia medal (AC) on Australia Day in 2019 *"for eminent service to tennis as a player at the national and international level, to the promotion of the sport and as an inspiration to young sportspersons"*.

Roy is a local to Blackbutt having been "born and bred" on farmland near the section identified on the D'Aguilar Highway. As you are aware, he went on to be one of the greatest tennis players of all time, winning the Australian Open, the US Open, the French Open and Wimbledon. His record of 12 individual grand slams stood for over 30 years before being passed by Pete Sampras and ultimately, Roger Federer.

He is one of Australia's greatest sporting products, one of Queensland's icons and a local to our region.

I would sincerely appreciate your consideration in this matter and would very much look forward to discussing this request in person with you.

If you have any questions, please contact me directly on 📞 (07) 4189 9100.

Yours faithfully

Keith Campbell
MAYOR

RECEIVED
23 DEC 2019



Minister for Transport and Main Roads

Our ref: MC110375

Your ref: 2640554 KC:BB

16 DEC 2019

1 William Street Brisbane 4000
GPO Box 2644 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7300
Email transportandmainroads@ministers.tmr.qld.gov.au
Website www.tmr.qld.gov.au

Councillor Keith Campbell
Mayor
South Burnett Regional Council
PO Box 336
KINGAROY QLD 4610

Dear Councillor *Keith,* Campbell

Thank you for your letter of 6 November 2019 about a proposal to rename a portion of the D'Aguiar Highway at Blackbutt, to 'Roy Emerson Way'.

I am pleased to hear that Mr Roy Emerson has been recognised through the Australian Honours System with an Order of Australia Medal through his many tennis achievements.

I responded to a petition in 2015 to rename a portion of the D'Aguiar Highway to 'Roy Emerson Way' and the Department of Transport and Main Roads (TMR) has responded to correspondence on the same matter. I can confirm that renaming sections of road or highway is avoided due to possible impacts on residential mailing addresses and the potential for confusion among the travelling public.

I appreciate the South Burnett Regional Council's advocacy of matters that are important to its local community. However, I am unable to support your proposal to rename a section of the D'Aguiar Highway, at this time.

I trust this information is of assistance.

Yours sincerely

MARK BAILEY MP
Minister for Transport and Main Roads

10.4 BUNYA HIGHWAY ROAD UPGRADE FROM WONDAI TO KREBS BRIDGE**File Number:** 07-04-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021 was a report to progress this road upgrade project with the Department of Transport and Main Roads, and Ministerial advocacy

SUMMARY**Committee Resolution 2021/68**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

1. That Council notes the attached report regarding Transport and Main Roads current works on the Bunya Highway; and
2. That the committee recommends to Council:
 - a. That South Burnett Regional Council advocates for further works to be undertaken from Wondai to Krebs Bridge.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council advocates for further works to be undertaken from Wondai to Krebs Bridge.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

10.5 MEIERS ROAD CAPITAL WORKS ROAD UPGRADE**File Number: 28-04-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021, was a report on Meiers Road. Meiers Road is an unsealed lower order road sited on the Kingaroy northern urban fringe interconnecting the Bunya Highway with West Street/ Weens Road intersection. The road is used by local traffic for access and also as a link between Kingaroy and Crawford. The report provides an overview of road issues and considerations for Council in future upgrade works

SUMMARY**Committee Resolution 2021/70**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That South Burnett Regional Council consider the upgrade of Meiers Road in future budget and design programs as part of the Capital Works Programme.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council consider the upgrade of Meiers Road in future budget and design programs as part of the Capital Works Programme.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

10.6 BYEE ROAD AND KINGAROY BARKERS CREEK ROAD**File Number: 28-04-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021, was a report on Byee Road and Kingaroy Barkers Creek Road. Byee Road and Kingaroy Barkers Creek Road are lower order state controlled roads that provide connection to the Wheatlands and Booie localities respectively. These roads consist of both two lane seal and single lane sealed widths and maintenance is provided under the Road Maintenance Performance Contract (RMPC) administered by the Department of Transport and Main Roads (DTMR).

SUMMARY**Committee Resolution 2021/82**

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Council recognise Byee Road and Kingaroy Barkers Creek Road as high priority within State controlled roads for future advocacy.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council recognise Byee Road and Kingaroy Barkers Creek Road as high priority within State controlled roads for future advocacy.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

10.7 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - PHASE 2**File Number: 28-04-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021, was a report on the second phase of the Local Roads and Community Infrastructure Program has been made with Council allocated \$1,950,000 under Phase two (2). Council is required to provide a Work Schedule with projects required to be physically completed by 31 December 2021. A list of potential projects has been compiled for Council's review

SUMMARY**Committee Resolution 2021/73**

Moved: Cr Gavin Jones

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Council submit the following projects for funding under the Local Roads and Community Infrastructure Program – Phase two (2):

1. Blackbutt CBD
2. Wondai Industrial Estate Entry & Pavement Overlay
3. Harris Road Kingaroy

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That Council submit the following projects for funding under the Local Roads and Community Infrastructure Program – Phase two (2):

1. Blackbutt CBD
2. Wondai Industrial Estate Entry & Pavement Overlay
3. Harris Road Kingaroy

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

10.8 W4Q FUNDING 2021-2024**File Number: 28-04-2021****Author: General Manager Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting on 7 April 2021, was a report on the new allocation under the Works for Queensland (W4Q) grant program for 2021-2024 has been made to Council. South Burnett Regional Council has been allocated a total of \$5,630,000 over the next 3 financial years under the 2021-2024 W4Q program. Council is required to provide a list of nominated projects for assessment by the Department of State Development, Infrastructure, Local Government and Planning prior by 9 April 2021. A list of potential projects has been compiled for Council's review.

SUMMARY**Committee Resolution 2021/78**

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That Council develop and submit a list of nominated projects for assessment by the Department of State Development, Infrastructure, Local Government and Planning under the following categories:

1. Parks & Open Space Refurbishments - \$2m
2. Infrastructure Upgrades - \$3m
3. Community Building Upgrades and Maintenance - \$0.63m

In Favour: Crs Gavin Jones, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

CARRIED 4/2**OFFICER'S RECOMMENDATION**

That Council endorse the submission of a list of nominated projects under the 2021-24 Works for Queensland Program for assessment by the Department of State Development, Infrastructure, Local Government and Planning under the following categories:

1. Open Space Refurbishments - \$2,000,000
Upgrade of parks and open space areas including tree plantings, gardens, fixtures and furniture.
2. Infrastructure Upgrades - \$1,000,000
Footpath rehabilitation, stormwater rehabilitation, street furniture, minor landscaping improvements as part of town renewal projects in Kumbia and Wondai Main Streets.
3. Infrastructure Upgrades - \$2,000,000
Kingaroy water supply upgrades and enhancements to secure water supply security and cater for increased demand.
4. Community Building Upgrades and Maintenance – \$630,000
Community building maintenance including refurbishments, painting and security improvements. Refurbishments include Murgon PCYC bathrooms, upgrade of public amenities buildings within Wondai Parks and minor maintenance and painting across a range of community buildings.

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

A list of projects was submitted to the Department of State Development, Infrastructure, Local Government and Planning prior to the closing date for submission of a list of projects. The Department has responded to Council requesting Council provide further detail on the list of projects e.g. identifying what is included in refurbishments.

Further details have been provided expanding out the list of projects as requested by the Department.

ATTACHMENTS

Nil

10.9 KINGAROY TRANSFORMATION PROJECT EXTERNAL AGENCIES UPDATE**File Number: 28-04-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021, was a report which provided an update on engagement with Government agencies regarding the Kingaroy Transformation Project.

SUMMARY**Committee Resolution 2021/86**

Moved: Cr Gavin Jones

Seconded: Cr Scott Henschen

That the committee recommends to Council:

1. That the update of engagement with external stakeholders is noted; and
2. Council delegates to the Chief Executive Officer to negotiate engagements with external agencies in relation to the Kingaroy Transformation Project

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That South Burnett Regional Council delegates to the Chief Executive Officer to negotiate engagements with external agencies in relation to the Kingaroy Transformation Project

BACKGROUND

Presented at the Infrastructure Standing Committee meeting held on 7 April 2021.

ATTACHMENTS**Nil**

11 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION

Nil

12 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**12.1 FLYING FOX ASSESSMENT REPORT****File Number: 28-04-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the Flying Fox Roost Management Review – Blackbutt.

SUMMARY**COMMITTEE RESOLUTION 2021/117**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council receive the Flying Fox Roost Management Review and;

1. Provide information to the community advising that currently Council will not receive approval to undertake any dispersal or other management actions as the roost contains female bats in an active stage of reproduction and with dependant young; and
2. Provide information to the community about the importance of not touching or attempting to handle bats and how to minimise risks associated with Australian Bat Lyssavirus and Hendra Virus; and
3. Reassess the roost in August when dependent young are no longer expected to be present.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0**OFFICER'S RECOMMENDATION**

That Council receive the Flying Fox Roost Management Review and;

1. Provide information to the community advising that currently Council will not receive approval to undertake any dispersal or other management actions as the roost contains female bats in an active stage of reproduction and with dependant young; and
2. Provide information to the community about the importance of not touching or attempting to handle bats and how to minimise risks associated with Australian Bat Lyssavirus and Hendra Virus; and
3. Reassess the roost in August when dependent young are no longer expected to be present.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

12.2 FLYING FOX ROOST MANAGEMENT REVIEW – BLACKBUTT**File Number: 28-04-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the Flying Fox Roost Management Review – Blackbutt.

SUMMARY**Committee Resolution 2021/118**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council facilitates a community meeting at Blackbutt in relation to the flying fox assessment report and invite the author from Redleaf Environment in Toowoomba to present the report to the meeting, and also invite Mr Alan Broome from BIEDO, Federal & State Departmental Representatives, Local Member Deb Frecklington and Federal Member David Littleproud to attend the meeting and consider advocating to the Department of Environment and Science for an appropriate solution for the community.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0**OFFICER'S RECOMMENDATION**

That Council facilitates a community meeting at Blackbutt in relation to the flying fox assessment report and invite the author from Redleaf Environment in Toowoomba to present the report to the meeting, and also invite Mr Alan Broome from BIEDO, Federal & State Departmental Representatives, Local Member Deb Frecklington and Federal Member David Littleproud to attend the meeting and consider advocating to the Department of Environment and Science for an appropriate solution for the community.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS**Nil**

12.3 APPLICATION UNDER FUNDING ROUND 6 - QUEENSLAND FERAL PEST INITIATIVE**File Number:** 28-04-2021**Author:** Co-ordinator NRM**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding a proposed application under funding round 6 – Queensland Pest Initiative.

SUMMARY

Committee Resolution 2021/122

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That Council endorse the submission of an application under Sub Project 2 of the Queensland Feral Pest Initiative Round 6 for 75% of costs to purchase 1080 for fresh meat baits for the next 3 years.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0**OFFICER'S RECOMMENDATION**

That Council endorse the submission of an application under Sub Project 2 of the Queensland Feral Pest Initiative Round 6 for 75% of costs to purchase 1080 for fresh meat baits for the next 3 years.

BACKGROUND

Report presented at the Community Standing Committee held on 14 April 2021.

ATTACHMENTS**Nil**

12.4 APPLICATION TO FUND FERAL PEST COORDINATOR UNDER QUEENSLAND FERAL PEST INITIATIVE FUNDING ROUND 6

File Number: 28-04-2021
Author: Co-ordinator NRM
Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the Application to Fund Feral Pest Coordinator under Queensland Feral Pest Initiative Funding Round 6

SUMMARY**COMMITTEE RESOLUTION 2021/123**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council approach North Burnett Regional Council, Cherbourg Aboriginal Shire Council and Gympie Regional Council to develop a Queensland Feral Pest Initiative application to fund a Regional Feral Pest Coordinator position for three years to assist landholders to establish feral pest management groups and deliver education and awareness workshops regarding feral pest management techniques.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0

OFFICER'S RECOMMENDATION

That Council approach North Burnett Regional Council, Cherbourg Aboriginal Shire Council and Gympie Regional Council to develop a Queensland Feral Pest Initiative application to fund a Regional Feral Pest Coordinator position for three years to assist landholders to establish feral pest management groups and deliver education and awareness workshops regarding feral pest management techniques.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

12.5 AMENDMENT TO DEVELOPMENT INCENTIVE SCHEME - REDUCTION IN INFRASTRUCTURE CHARGE

File Number: 28-04-2021

Author: Engineering Contractor, Planning & Land Management

Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the amendment to Development Incentive Scheme – reduction in infrastructure charge.

SUMMARY

COMMITTEE RESOLUTION 2021/126

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend that:

Council:

1. Approve the update to the criteria and procedure for assessing and approving the reduction of infrastructure charges (addition in bold):

Description	Criteria
Effective Dates	1 December 2020 to 30 June 2022
Applicable Development	All development is eligible if located within the South Burnett Regional Council area that is subject to an infrastructure charges notice (ICN). Infrastructure Charges issued under previous Charges Resolutions (No. 1 (2013) and 2 (2015)) are proposed to be included in the revision. Infrastructure Charges payable under Charges Resolutions No. 1 and 2, will be capped at the amount that would apply to charges issued under Charges Resolution No. 3 with the discounts in place.
Infrastructure charges discounts	<ul style="list-style-type: none"> ▪ 50% discount for any commercial use or industrial activity; ▪ 50% discount for long-term employment generating development; ▪ 75% discount for Reconfiguring a lot for Residential development; ▪ 75% discount for Residential development; (excluding in the Rural Residential Zone) ▪ 100% discount for Residential development in the Rural Residential zone; ▪ 100% discount for Rural or Tourist activity (eg. Short-term accommodation) in the Rural Zone.
Recommendation and Approval	Manager Planning & Land Management recommends reduction in infrastructure charges that meets the eligibility criteria, for approval by the Chief Executive Officer.
Infrastructure Agreement	Chief Executive Officer to enter into Infrastructure Agreement with applicant.

2. Approve the release of the revised forms and guidelines to support and promote the Development Incentive Scheme, as presented:

- Fact Sheet – Development Incentives
- Application form
- Appendix A: Rules and procedures
- Appendix B: Definitions

3. Delegate to the Chief Executive Officer the power, under the *Planning Act 2016* (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount that meets the criteria of the Development Incentive Scheme.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Cr Gavin Jones

CARRIED 6/1

OFFICER’S RECOMMENDATION

That Council:

1. Approve the update to the criteria and procedure for assessing and approving the reduction of infrastructure charges (addition in bold):

Description	Criteria
Effective Dates	1 December 2020 to 30 June 2022
Applicable Development	All development is eligible if located within the South Burnett Regional Council area that is subject to an infrastructure charges notice (ICN). Infrastructure Charges issued under previous Charges Resolutions (No. 1 (2013) and 2 (2015)) are proposed to be included in the revision. Infrastructure Charges payable under Charges Resolutions No. 1 and 2, will be capped at the amount that would apply to charges issued under Charges Resolution No. 3 with the discounts in place.
Infrastructure charges discounts	<ul style="list-style-type: none"> ▪ 50% discount for any commercial use or industrial activity; ▪ 50% discount for long-term employment generating development; ▪ 75% discount for Reconfiguring a lot for Residential development; ▪ 75% discount for Residential development; (excluding in the Rural Residential Zone) ▪ 100% discount for Residential development in the Rural Residential zone; ▪ 100% discount for Rural or Tourist activity (eg. Short-term accommodation) in the Rural Zone.
Recommendation and Approval	Manager Planning & Land Management recommends reduction in infrastructure charges that meets the eligibility criteria, for approval by the Chief Executive Officer.
Infrastructure Agreement	Chief Executive Officer to enter into Infrastructure Agreement with applicant.

2. Approve the release of the revised forms and guidelines to support and promote the Development Incentive Scheme, as presented:

- Fact Sheet – Development Incentives

- Application form
 - Appendix A: Rules and procedures
 - Appendix B: Definitions
3. Delegate to the Chief Executive Officer the power, under the *Planning Act 2016* (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount that meets the criteria of the Development Incentive Scheme.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

12.6 PILOT PROJECT TO SUPPORT RESIDENTIAL HOUSING OUTCOMES IN KINGAROY**File Number: 28-04-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

At the Community Standing Committee meeting held on 14 April 2021, it was raised that a pilot project to support residential housing outcomes in Kingaroy be investigated and developed.

SUMMARY

Committee Resolution 2021/127

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That the Committee recommend that:

Council investigate and develop a pilot project that aims to support and address the current lack of housing by:

- a) Identifying potential freehold landholdings that Council owns, including what may be underutilised green space that has been identified as superfluous to our community's needs in residential areas in Kingaroy,
- b) Considering what would be involved in subdividing or developing these Council owned parcels or underutilised green spaces,
- c) Consider Council's options to sell these parcels for residential housing; and or
- d) Consider opportunities for Council to stage or partner with appropriate building contractors to construct residential houses in Kingaroy

A report on a potential pilot project be brought back to Council for consideration in the 2021/22 Operational Plan to help address the current lack of residential housing in Kingaroy that is known to be impacting the local industry and causing housing stress for residents.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0

OFFICER'S RECOMMENDATION

That Council investigate and develop a pilot project that aims to support and address the current lack of housing by:

- a) Identifying potential freehold landholdings that Council owns, including what may be underutilised green space that has been identified as superfluous to our community's needs in residential areas in Kingaroy,
- b) Considering what would be involved in subdividing or developing these Council owned parcels or underutilised green spaces,
- c) Consider Council's options to sell these parcels for residential housing; and or
- d) Consider opportunities for Council to stage or partner with appropriate building contractors to construct residential houses in Kingaroy

A report on a potential pilot project be brought back to Council for consideration in the 2021/22 Operational Plan to help address the current lack of residential housing in Kingaroy that is known to be impacting the local industry and causing housing stress for residents.

BACKGROUND

Raised at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

**13 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER,
WASTE MANAGEMENT**

Nil

14 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**14.1 PEANUT SCULPTURE - LIONS PARK KINGAROY****File Number: 28-04-2021****Author: Acting Manager NRM & Parks****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the construction of the Peanut Sculpture at Lions Park Kingaroy.

SUMMARY**COMMITTEE RESOLUTION 2021/135**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council;

1. That Council approve the final proposal for a peanut sculpture and confirm its placement in Lions Park, Kingaroy and approve all terms and conditions of ownership, maintenance and copyright.
2. That the peanut sculpture be named 'Big Peanut' in recognition of the local peanut industry of Kingaroy and the South Burnett Region.
3. That the members of the 'Kingaroy Needs a Peanut' committee be commended for their valuable efforts and contribution to this project.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0**OFFICER'S RECOMMENDATION**

1. That Council approve the final proposal for a peanut sculpture and confirm its placement in Lions Park, Kingaroy and approve all terms and conditions of ownership, maintenance and copyright.
2. That the peanut sculpture be named 'Big Peanut' in recognition of the local peanut industry of Kingaroy and the South Burnett Region.
3. That the members of the 'Kingaroy Needs a Peanut' committee be commended for their valuable efforts and contribution to this project.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

14.2 NEW DAM SIGNAGE**File Number: 28-04-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding a proposed new branding at Boondooma Dam and Bjelke-Petersen Dams signage and promotional material and the name on the design be changed to Boondooma Dam.

SUMMARY**COMMITTEE RESOLUTION 2021/137**

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council

That Council support the South Burnett Tourist Parks branding design to be implemented at Boondooma Dam and Bjelke-Petersen Dams signage and promotional material and the name on the design be changed to Boondooma Dam.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0

OFFICER'S RECOMMENDATION

That Council support the South Burnett Tourist Parks branding design to be implemented at Boondooma Dam and Bjelke-Petersen Dams signage and promotional material and the name on the design be changed to Boondooma Dam.

BACKGROUND

Presented at the Community Standing Committee Meeting held on 14 April 2021.

ATTACHMENTS**Nil**

14.3 LICENCE AGREEMENT BETWEEN SOUTH BURNETT REGIONAL COUNCIL & DEPARTMENT OF EDUCATION (PROSTON STATE SCHOOL & BLACKBUTT STATE SCHOOL) FOR THE UTILISATION OF THE PROSTON AND BLACKBUTT SWIMMING POOLS

File Number: 28-04-2021
Author: Property Management Officer
Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding a licence agreement between South Burnett Regional Council and Department of Education (Proston State School and Blackbutt State School) for the utilisation of the Proston and Blackbutt Swimming Pools.

SUMMARY**COMMITTEE RESOLUTION 2021/140**

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That the Committee recommend to Council:

That Council enters into a Licence Agreement with the Department of Education for the hire of Proston and Blackbutt swimming pool facilities for a further 3 years, as per the terms and conditions of the current Licence Agreement.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council enters into a Licence Agreement with the Department of Education for the hire of Proston and Blackbutt swimming pool facilities for a further 3 years, as per the terms and conditions of the current Licence Agreement.

BACKGROUND

Presented at the Community Standing Committee Meeting held 14 April 2021.

ATTACHMENTS

Nil

14.4 PROPOSED TENDER FOR SALE OF LAND - LOT 101 ON SP257227 AND LOT 101 ON SP272806

File Number: 28-04-2021
Author: Land Investigation Officer
Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding the proposed tender for sale of land, Lot 101 on SP257227 and Lot 101 on SP272806.

SUMMARY**COMMITTEE RESOLUTION 2021/142**

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Committee recommend to Council;

That Lot 101 on SP257227 and Lot 101 on SP272806 be offered for sale on the open market by way of tender.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0

OFFICER'S RECOMMENDATION

That Lot 101 on SP257227 and Lot 101 on SP272806 be offered for sale on the open market by way of tender.

BACKGROUND

Presented at the Community Standing Committee meeting held on 14 April 2021.

ATTACHMENTS

Nil

14.5 LICENCE TO OCCUPY - KINGAROY JUNIOR CRICKET ASSOCIATION INC**File Number: 28-04-2021****Author: Lease Officer****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 14 April 2021 was a report forwarding information regarding a proposed licence to occupy for Kingaroy Junior Cricket Inc.

SUMMARY**COMMITTEE RESOLUTION 2021/141**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That South Burnett Regional Council enter into a Licence to Occupy with the Kingaroy Junior Cricket Association Inc. for Part A of Lot 89 RP 66068 with conditions including:

- (a) Term of three (3) years at \$75.00 per annum plus GST
- (b) Kingaroy Junior Cricket Association are to undertake community engagement with residents to communicate the proposed changes and to ensure other recreational users are not incumbered by the proposed boundary fencing and upgrade of the cricket nets.
- (c) Kingaroy Junior Cricket Association can hold a maximum of 6 matches per cricket season
- (d) Kingaroy Junior Cricket Association can undertake field and pitch inspections prior to commencing play and to ensure they are suitable for cricket matches
- (e) Maintain public liability insurance to the value of \$20,000,000 for the period of the licence
- (f) To maintain the oval, pitch and cricket nets for the term of the licence.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 7/0**OFFICER'S RECOMMENDATION**

That South Burnett Regional Council enter into a Licence to Occupy with the Kingaroy Junior Cricket Association Inc. for Part A of Lot 89 RP 66068 with conditions including:

- (a) Term of three (3) years at \$75.00 per annum plus GST
- (b) Kingaroy Junior Cricket Association are to undertake community engagement with residents to communicate the proposed changes and to ensure other recreational users are not incumbered by the proposed boundary fencing and upgrade of the cricket nets.
- (c) Kingaroy Junior Cricket Association can hold a maximum of 6 matches per cricket season
- (d) Kingaroy Junior Cricket Association can undertake field and pitch inspections prior to commencing play and to ensure they are suitable for cricket matches

- (e) Maintain public liability insurance to the value of \$20,000,000 for the period of the licence
- (f) To maintain the oval, pitch and cricket nets for the term of the licence.

BACKGROUND

Presented at the Community Standing Committee Meeting held on 14 April 2021.

ATTACHMENTS

Nil

15 PORTFOLIO - REGIONAL DEVELOPMENT**15.1 DRAFT REGIONAL DEVELOPMENT STRATEGY****File Number:** RD001**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

Draft Regional Development Strategy

SUMMARY

To inform Council of actions to date and to seek to release a draft document for public consultation.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council receive the Draft 2021-2026 Regional Development Strategy and approves release of the draft for community consultation.

BACKGROUND

The matter was considered at the General Council Meeting on 24 February 2021 and the Standing Committee Meeting on 21 April 2021 with the following adopted:

RESOLUTION 2021/277*Moved: Cr Kirstie Schumacher**Seconded: Cr Gavin Jones**That a review of the previous drafts of the Economic Development Strategy be undertaken by the Wide Bay Burnett Regional Plan Council Sub-committee and this committee report back to the April Executive and Finance & Corporate Standing Committee meeting.***CARRIED 7/0****COMMITTEE RESOLUTION 2021/99***Moved: Cr Kirstie Schumacher**Seconded: Cr Gavin Jones**That the review of the Draft Regional Development Strategy report be received for information.**In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff**Against: Nil***CARRIED 6/0**

During this current financial year, the development of draft Economic Strategy was placed on hold whilst Corporate Plan process commenced and is being completed. The consideration and development of the draft plan recommenced with the review and modernising of the previous drafts and aligned in accordance with Council's forward strategies.

Council has continued to engage with organisations such as BIEDO, DSDTI and RDA in the development of the draft document. A review of REDAC Regional Strategy at ROC level, (whilst yet to be finalised and is dependent on the future direction of the ROC), assisted with the background

information for the draft. Council will consider at a future meeting the draft concept of Regional Development Strategy which incorporates the previous Economic Development Strategy draft.

A review of the Wide Bay Burnett Regional Plan is underway. The existing plan was released in 2011. As this plan is being reviewed to respond to the region's changing economy and projected population increase, so does Council plan and strategy need to be reviewed to inform the regional priorities.

ATTACHMENTS

Nil

15.2 OPERA QUEENSLAND REGIONAL TOUR 2021**File Number: 28-04-2021****Author: Executive Assistant****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021 – Opera Queensland Regional Tour 2021

SUMMARY**Committee Resolution 2021/101**

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the committee recommends to Council

That South Burnett Regional Council accepts the proposal from Opera Queensland for the performance of “Are You Lonesome Tonight” in Kingaroy on 15 June 2021.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER’S RECOMMENDATION

That South Burnett Regional Council accepts the proposal from Opera Queensland for the performance of “Are You Lonesome Tonight” in Kingaroy on 15 June 2021.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 21 April 2021

ATTACHMENTS

Nil

16 NOTICES OF MOTION

Nil

17 INFORMATION SECTION**17.1 IS - LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT****File Number:** 24-03-2021**Author:** Administration Officer, Planning & Land Management**Authoriser:** Chief Executive Officer**PRECIS**

List of correspondence pending completion of assessment report

SUMMARY

Reports pending completion of assessment

OFFICER'S RECOMMENDATION

That the List of Correspondence pending completion of Assessment Report be received.

REPORT**RAL21/0001** – Reconfiguring a lot – 1 lot into 5 lots at Markwell Street, Kingaroy – Lot 55 on SP249662**RAL21/0002** – Reconfiguring a lot – 1 lot into 2 lots at 5 – 7 Elizabeth Street, Taabinga – Lot 1 on SP219357**MCU21/0002** – Material change of use – Intensive animal industry for 150scu at 8657 Bunya Highway, Kumbia – Lot 91 on FY460**MCU21/0003** – Material change of use – Animal Keeping (12 breeding dogs) at 66 Parrallel Road, Wooroolin – Lot 1 on SP169402 & Lot 2 on SP169402**MCU21/0004** – Material Change of use – Secondary Dwelling at 12472 Bunya Highway, Wooroolin – Lot 4 on SP243199**ATTACHMENTS**

Nil

18 CONFIDENTIAL SECTION

Nil

19 CLOSURE OF MEETING