



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 26 May 2021**

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

**Date: Wednesday, 26 May 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.



## Order Of Business

<b>1</b>	<b>Opening</b> .....	<b>5</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>5</b>
<b>3</b>	<b>Prayers</b> .....	<b>5</b>
<b>4</b>	<b>Recognition of Traditional Owners</b> .....	<b>5</b>
<b>5</b>	<b>Declaration of Interest</b> .....	<b>5</b>
<b>6</b>	<b>Deputations/Petitions</b> .....	<b>5</b>
	Nil	
<b>7</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>6</b>
	7.1 Minutes of the Council Meeting held on 28 April 2021 .....	6
<b>8</b>	<b>Business Outstanding</b> .....	<b>34</b>
	8.1 Business Outstanding Table for Ordinary Council Meeting.....	34
<b>9</b>	<b>Portfolio - Corporate Services, People &amp; Culture, Communications/Media, Finance &amp; ICT</b> .....	<b>48</b>
	9.1 Councillor Attendance at the ALGA National General Assembly 2021 .....	48
	9.2 South Burnett Regional Council Lease Amendment with South Burnett Community Hospital Foundation Limited .....	49
	9.3 Adoption of "Supporting Information for Developing Guidelines for the Provision of Councillor Administration Support Staff" .....	50
	9.4 Adoption of the South Burnett Regional Council Code of Competitive Neutrality Complaints Policy - Statutory-006 .....	51
	9.5 Adoption of the South Burnett Regional Council Financial Hardship Policy - Statutory-012 .....	59
	9.6 Adoption of the South Burnett Regional Council Undetected Water Leaks Policy - Statutory-043.....	65
	9.7 Adoption of the South Burnett Regional Council Rate Collection Policy - Statutory-041 .....	71
	9.8 Adoption of the South Burnett Regional Council Infrastructure Quality Policy - Statutory-029 .....	78
	9.9 Adoption of the South Burnett Regional Council Trade Waste Management Policy - Statutory-036.....	84
	9.10 Monthly Financial Report.....	88
	9.11 Debtor write-offs for the 2020/2021 year .....	144
<b>10</b>	<b>Portfolio – Roads &amp; Drainage</b> .....	<b>145</b>
	10.1 Minutes of the Traffic Advisory Committee Meeting held Tuesday 16 March 2021 .....	145
	10.2 Hivesville Footpath Petition .....	153
	10.3 Local Roads and Community Infrastructure Program - Phase 2 .....	155
<b>11</b>	<b>Portfolio – Community, Arts, Heritage, Sport &amp; Recreation</b> .....	<b>157</b>
	Nil	
<b>12</b>	<b>Portfolio – Rural Services, Natural Resource Management, Planning &amp; Compliance Services</b> .....	<b>158</b>

12.1	Local Law Review .....	158
<b>13</b>	<b>Portfolio – Local Disaster Management, Water &amp; Wastewater, Waste Management ..</b>	<b>159</b>
13.1	Clark and Swendson Development South East Kingaroy Water Infrastructure .....	159
13.2	Illegal Dumping Signage and Community Education .....	165
<b>14</b>	<b>Portfolio – Rural Resilience, Parks &amp; Gardens, Property &amp; Facility Management, Indigenous Affairs .....</b>	<b>166</b>
14.1	Proposal to commence investigations for the divestment of Tingoorra Hall. ....	166
14.2	Development of Murgon to Proston to Rail Trail .....	167
14.3	Expiry of Manager Contracts - Boondooma & Bjelke Petersen Dams.....	168
14.4	Upgrades to Wondai Showgrands Grandstand and Pavilion .....	169
<b>15</b>	<b>Portfolio - Regional Development.....</b>	<b>171</b>
	Nil	
<b>16</b>	<b>Notices of Motion.....</b>	<b>171</b>
	Nil	
<b>17</b>	<b>Information Section .....</b>	<b>172</b>
17.1	List of Correspondence pending completion of assessment report.....	172
17.2	Delegated Authority Reports .....	173
<b>18</b>	<b>Confidential Section .....</b>	<b>280</b>
18.1	South Burnett Community Hospital Foundation Limited.....	280
<b>19</b>	<b>Closure of Meeting.....</b>	<b>281</b>

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

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 28 APRIL 2021**

**File Number: 26-05-2021**

**Author: Executive Assistant**

**Authoriser: Chief Executive Officer**

---

**OFFICER'S RECOMMENDATION**

That the Minutes of the Council Meeting held on 28 April 2021 be received and the recommendations therein be adopted.

**ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 28 April 2021**



# MINUTES

**Ordinary Council Meeting  
Wednesday, 28 April 2021**

**Order Of Business**

<b>1</b>	<b>Opening</b> .....	<b>5</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>5</b>
<b>3</b>	<b>Prayers</b> .....	<b>5</b>
<b>4</b>	<b>Acknowledgement of Traditional Owners</b> .....	<b>5</b>
<b>5</b>	<b>Declaration of Interest</b> .....	<b>5</b>
<b>6</b>	<b>Deputations/Petitions</b> .....	<b>6</b>
6.1	Deputation - Gavin Hansen - Murgon to Proston Rail Corridor .....	6
6.2	Forwarding Petition requesting that Councillor Scott Henschen be removed from his position as the Division 6 Councillor effective immediately.....	6
<b>7</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>7</b>
7.1	Minutes of the Council Meeting held on 24 March 2021 .....	7
<b>8</b>	<b>Business Outstanding</b> .....	<b>7</b>
8.1	Alleged Inappropriate Councillor Conduct Complaint Investigation and Recommendation .....	7
8.2	Business Outstanding Table for Ordinary Council Meeting.....	8
8.2.1	Update on Town Entry Signage.....	8
<b>9</b>	<b>Portfolio - Corporate Services, People &amp; Culture, Communications/Media, Finance &amp; ICT</b> .....	<b>8</b>
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 .....	8
9.2	Adoption of the South Burnett Regional Council Corporate Plan 2021-2026 .....	9
9.3	Annual Operational Plan 2020/2021 Implementation Progress Report for the period ending 31 March 2021 .....	12
9.4	Monthly Financial Report.....	14
9.4.1	Report on Projects .....	15
9.4.2	Question on Notice - Wondai Grandstand .....	15
9.5	Independent Accounting Analysis.....	15
9.6	Adoption of the South Burnett Regional Council Revenue Policy 2021/2022 - Statutory 005.....	15
9.7	Register of Fees and Charges Schedule for 2021/2022 .....	16
9.8	Release of Restricted Cash - Developer Contributions.....	16
9.9	Request to Waive Disputed Rates Debt Recovery Legal Costs & Interest - Assessment Number 14376-00000-000 .....	16
<b>10</b>	<b>Portfolio – Roads &amp; Drainage</b> .....	<b>17</b>
10.1	Blackbutt CBD Footpath.....	17
10.1.1	Wondai Industrial Estate .....	18
10.2	Youngman Street Medians Kingaroy .....	18
10.3	Naming of Roy Emerson Way .....	19
10.4	Bunya Highway Road Upgrade from Wondai to Krebs Bridge .....	19

10.5	Meiers Road Capital Works Road Upgrade.....	19
10.6	Byee Road and Kingaroy Barkers Creek Road.....	20
10.7	Local Roads and Community Infrastructure Program - Phase 2 .....	20
10.8	W4Q Funding 2021-2024 .....	20
10.9	Kingaroy Transformation Project External Agencies Update .....	21
<b>11</b>	<b>Portfolio – Community, Arts, Heritage, Sport &amp; Recreation.....</b>	<b>21</b>
	Nil	
<b>12</b>	<b>Portfolio – Rural Services, Natural Resource Management, Planning &amp; Compliance Services.....</b>	<b>21</b>
12.1	Flying Fox Assessment Report.....	21
12.2	Flying Fox Roost Management Review – Blackbutt.....	22
12.3	Application under Funding Round 6 - Queensland Feral Pest Initiative .....	22
12.4	Application to Fund Feral Pest Coordinator under Queensland Feral Pest Initiative Funding Round 6.....	23
12.5	Amendment to Development Incentive Scheme - Reduction in Infrastructure Charge .....	23
12.6	Pilot Project to support residential housing outcomes in Kingaroy .....	24
<b>13</b>	<b>Portfolio – Local Disaster Management, Water &amp; Wastewater, Waste Management ....</b>	<b>25</b>
	Nil	
<b>14</b>	<b>Portfolio – Rural Resilience, Parks &amp; Gardens, Property &amp; Facility Management, Indigenous Affairs .....</b>	<b>25</b>
14.1	Peanut Sculpture - Lions Park Kingaroy.....	25
14.2	New Dam Signage .....	25
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 .....	25
14.4	Proposed Tender for Sale of Land - Lot 101 on SP257227 and Lot 101 on SP272806 .....	26
14.5	Licence to Occupy - Kingaroy Junior Cricket Association Inc .....	26
<b>15</b>	<b>Portfolio - Regional Development.....</b>	<b>27</b>
15.1	Draft Regional Development Strategy .....	27
15.1.1	Letter to State Development.....	27
15.2	Opera Queensland Regional Tour 2021 .....	27
15.2.1	Letter to Member for Nanango, Deb Frecklington MP.....	28
<b>16</b>	<b>Notices of Motion.....</b>	<b>28</b>
	Nil	
<b>17</b>	<b>Information Section .....</b>	<b>28</b>
17.1	IS - List of Correspondence pending completion of assessment report .....	28
<b>18</b>	<b>Confidential Section .....</b>	<b>28</b>
	Nil	
<b>19</b>	<b>Closure of Meeting.....</b>	<b>28</b>

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 28 APRIL 2021 AT 9.00AM**

**PRESENT:**

**Councillors:**

Cr Brett Otto (Mayor), Cr Gavin Jones (Deputy Mayor), Cr Kathy Duff, Cr Roz Frohloff, 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)

**1 OPENING**

The Mayor declared the meeting open and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Nil

**3 PRAYERS**

A representative of the Kingaroy Ministers Association, Andrew Clausen, 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.

**5 DECLARATION OF INTEREST**

I, Cr Scott Henschen inform this meeting that I have a declarable conflict of interest in relation to **Item 6.2 – Forwarding Petition requesting that Councillor Scott Henschen be removed from his position as the Division 6 Councillor effective immediately.**

The nature of my declarable conflict of interest is that I am the Councillor the subject of the Petition.

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 in relation to **Item 8.1 – 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 Kirstie Schumacher inform this meeting that I have a declarable conflict of interest in relation to **Item 9.8 - Release of Restricted Cash - Developer Contributions.**

The nature of my interest is as follows:



This declarable conflict of interest arises because I live in the estate and have purchased vacant land from the developer.

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 in relation to **Item 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.**

The nature of my interest is as follows:

This declarable conflict of interest arises because my sister-in-law is a swimming instructor and works at the Blackbutt swimming pool.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

## **6 DEPUTATIONS/PETITIONS**

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

---

Gavin Hansen addressed the Council in relation to the Murgon to Proston Rail Corridor

**Attendance:**

At 9:23 am, Cr Scott Henschen left the meeting.

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

---

**RESOLUTION 2021/323**

Moved: Cr Kathy Duff

Seconded: Cr Roz Frohloff

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

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

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 9:26 am, Cr Scott Henschen returned to the meeting.

## 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 MARCH 2021

---

#### RESOLUTION 2021/324

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

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

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

Against: Nil

**CARRIED 7/0**

#### Attendance:

At 9:27 am, Cr Kirstie Schumacher left the meeting.

## 8 BUSINESS OUTSTANDING

### 8.1 ALLEGED INAPPROPRIATE COUNCILLOR CONDUCT COMPLAINT INVESTIGATION AND RECOMMENDATION

---

#### RESOLUTION 2021/325

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

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.

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

Against: Nil

**CARRIED 6/0**

#### Attendance:

At 9:32 am, Cr Kirstie Schumacher returned to the meeting.

**8.2 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

**RESOLUTION 2021/326**

Moved: Cr Brett Otto  
 Seconded: Cr Roz Frohloff

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

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

Against: Nil

**CARRIED 7/0**

**8.2.1 UPDATE ON TOWN ENTRY SIGNAGE**

**RESOLVED 2021/327**

An update on the Town Entry signage will be provided at the Infrastructure Standing Committee on Wednesday 5 May 2021.

**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**

**RESOLUTION 2021/328**

Moved: Cr Brett Otto  
 Seconded: Cr Roz Frohloff

1. That the Mayor, Deputy Mayor, Chief Executive Officer, Cr Henschen (subject to availability) and Cr Potter attend the 125<sup>th</sup> LGAQ Annual Conference 2021.
2. That the following Councillors attend the LGAQ biennial Bush Councils Convention 2021:
  - Mayor Brett Otto
  - Cr Gavin Jones
  - Cr Danita Potter
  - Cr Kirstie Schumacher
  - Cr Scott Henschen
  - Cr Kathy Duff
3. That the Mayor, Deputy Mayor and Cr Schumacher attend the ALGA National General Assembly 2021.

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

Against: Nil

**CARRIED 7/0**

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

---

### RESOLUTION 2021/329

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

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 protects 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.

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

Against: Nil

**CARRIED 7/0**

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

**RESOLUTION 2021/330**

Moved: Cr Kathy Duff  
 Seconded: Cr Roz Frohloff

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.

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

Against: Nil

**CARRIED 7/0**

---

**ADJOURN MORNING TEA**

---

**RESOLUTION 2021/331**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting adjourn until 11.15am

**CARRIED 7/0**

**Citizenship Ceremony:**

During the adjournment a citizenship ceremony was held for:

Dr Annalena Wolff

Mr Ajay Jannu

Mr Mubashar Wali Khan

Ms Subuhee Qureshi

Mr Teerapab Ardchamnong

Ms Erlinda Ceriaca Timkang

Ms Loreta Ceriaca Timkang

---

**RESUME MEETING**

---

**RESOLUTION 2021/332**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting resume at 11.18am

**CARRIED 7/0**

---

**9.4 MONTHLY FINANCIAL REPORT**

---

**RESOLUTION 2021/333**

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

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

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

Against: Nil

**CARRIED 7/0**



**9.4.1 REPORT ON PROJECTS**

**RESOLVED 2021/334**

A report be brought to the May Executive and Finance & Corporate Standing Committee meeting in relation to Projects and how they are tracking for Works for Queensland (W4Q) and Capital Expenditure Projects.

**9.4.2 QUESTION ON NOTICE - WONDAI GRANDSTAND**

Question on Notice from Cr Kathy Duff:

What are the plans for the Wondai Grandstand?

To be brought back to the May Community Standing Committee Meeting.

**9.5 INDEPENDENT ACCOUNTING ANALYSIS**

**RESOLUTION 2021/335**

Moved: Cr Brett Otto  
 Seconded: Cr Kathy Duff

That South Burnett Regional Council work with our Chief Executive Officer to develop a strategy which provides a pathway to surplus by 2023/2024 and that such work commence in July 2021 with a view to finalisation of the strategy by 30 June 2022.

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

Against: Nil

**CARRIED 7/0**

**9.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REVENUE POLICY 2021/2022 - STATUTORY 005**

**RESOLUTION 2021/336**

Moved: Cr Danita Potter  
 Seconded: Cr Scott Henschen

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

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

Against: Nil

**CARRIED 7/0**

**9.7 REGISTER OF FEES AND CHARGES SCHEDULE FOR 2021/2022**

**RESOLUTION 2021/337**

Moved: Cr Roz Frohloff  
 Seconded: Cr Danita Potter

That pursuant to Section 97(2) of the *Local Government Act 2009* the Register of Fees and Charges be received as amended, second and third dog impounding fees be set at \$105, and adopted effective from 1 July 2021.

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

Against: Nil

**CARRIED 7/0**

**Attendance:**

At 12:01 pm, Cr Kirstie Schumacher left the meeting.

**9.8 RELEASE OF RESTRICTED CASH - DEVELOPER CONTRIBUTIONS**

**RESOLUTION 2021/338**

Moved: Cr Roz Frohloff  
 Seconded: Cr Scott Henschen

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 12:03 pm, Cr Kirstie Schumacher returned to the meeting.

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

**RESOLUTION 2021/339**

Moved: Cr Kathy Duff  
 Seconded: Cr Kirstie Schumacher

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**10 PORTFOLIO – ROADS & DRAINAGE**

**MOTION**

---

**RESOLUTION 2021/340**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the meeting adjourn for lunch.

**CARRIED 7/0**

**RESUME MEETING**

---

**RESOLUTION 2021/341**

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the meeting resume at 2.09pm

**CARRIED 7/0**

**10.1 BLACKBUTT CBD FOOTPATH**

---

**MOTION**

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

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.

**AMENDMENT**

Moved: Cr Gavin Jones

Seconded: Cr Roz Frohloff

1. That Council release Option 3 of the Blackbutt CBD Master Plan, the Blackbutt CBD Footpath and PWD bay Design for public consultation;
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; and
3. Final design and scope to come back to Council for endorsement.

In Favour: Crs Gavin Jones, Roz Frohloff, Danita Potter and Scott Henschen

Against: Crs Brett Otto, Kathy Duff and Kirstie Schumacher

**CARRIED 4/3**

---

**MOTION**

Moved: Cr Kirstie Schumacher  
 Seconded: Cr Kathy Duff

That Item 10.1 Blackbutt CBD Footpath lay on the table until the Infrastructure Standing Committee Meeting.

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

Against: Crs Gavin Jones, Roz Frohloff, Danita Potter and Scott Henschen

**LOST 3/4**

**The Amendment became the Resolution.**

**RESOLUTION 2021/342**

Moved: Cr Gavin Jones  
 Seconded: Cr Roz Frohloff

1. That Council release Option 3 of the Blackbutt CBD Master Plan, the Blackbutt CBD Footpath and PWD bay Design for public consultation;
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; and
3. Final design and scope to come back to Council for endorsement.

In Favour: Crs Gavin Jones, Roz Frohloff, Danita Potter and Scott Henschen

Against: Crs Brett Otto, Kathy Duff and Kirstie Schumacher

**CARRIED 4/3**

**10.1.1 WONDAI INDUSTRIAL ESTATE**

**RESOLVED 2021/343**

That a report be provided to the Infrastructure Standing Committee on the Wondai Industrial Estate Road potential capital programme for the road network.

**10.2 YOUNGMAN STREET MEDIANS KINGAROY**

**RESOLUTION 2021/344**

Moved: Cr Kirstie Schumacher  
 Seconded: Cr Scott Henschen

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.

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

Against: Nil

**CARRIED 7/0**

### **10.3 NAMING OF ROY EMERSON WAY**

#### **RESOLUTION 2021/345**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

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

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

Against: Nil

**CARRIED 7/0**

### **10.4 BUNYA HIGHWAY ROAD UPGRADE FROM WONDAI TO KREBS BRIDGE**

#### **RESOLUTION 2021/346**

Moved: Cr Roz Frohloff

Seconded: Cr Scott Henschen

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

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

Against: Nil

**CARRIED 7/0**

### **10.5 MEIERS ROAD CAPITAL WORKS ROAD UPGRADE**

#### **RESOLUTION 2021/347**

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That 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, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

---

**10.6 BYEE ROAD AND KINGAROY BARKERS CREEK ROAD**

---

**RESOLUTION 2021/348**

Moved: Cr Roz Frohloff  
Seconded: Cr Kirstie Schumacher

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, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

---

**10.7 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - PHASE 2**

---

**MOTION**

Moved: Cr Kirstie Schumacher  
Seconded: Cr Danita Potter

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

1. Blackbutt CBD - \$750,000
2. Wondai Industrial Estate Entry & Pavement Overlay - \$900,000
3. Harris Road Kingaroy - \$300,000

**MOTION**

---

**RESOLUTION 2021/349**

Moved: Cr Kathy Duff  
Seconded: Cr Kirstie Schumacher

That Item 10.7 lay Local Roads and Community Infrastructure Program - Phase 2 on the table.

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

Against: Cr Danita Potter

**CARRIED 6/1**

---

**10.8 W4Q FUNDING 2021-2024**

---

**RESOLUTION 2021/350**

Moved: Cr Scott Henschen  
Seconded: Cr Danita Potter

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  
*The upgrade of Kingaroy water storages to increase security which will include construction of reservoirs and associated pipe works.*
- 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.*

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

Against: Nil

**CARRIED 7/0**

**10.9 KINGAROY TRANSFORMATION PROJECT EXTERNAL AGENCIES UPDATE**

**RESOLUTION 2021/351**

Moved: Cr Roz Frohloff  
Seconded: Cr Scott Henschen

That South Burnett Regional 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, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

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

Nil

**12 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**

**12.1 FLYING FOX ASSESSMENT REPORT**

**RESOLUTION 2021/352**

Moved: Cr Gavin Jones  
Seconded: Cr Danita Potter

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. Council continues to monitor the impact of the Flying Fox Roost and reassess the roost in August when dependent young are no longer expected to be present.

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

Against: Nil

**CARRIED 7/0**

## **12.2 FLYING FOX ROOST MANAGEMENT REVIEW – BLACKBUTT**

### **RESOLUTION 2021/353**

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

## **12.3 APPLICATION UNDER FUNDING ROUND 6 - QUEENSLAND FERAL PEST INITIATIVE**

### **RESOLUTION 2021/354**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**



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

**RESOLUTION 2021/355**

Moved: Cr Kathy Duff  
 Seconded: Cr Danita Potter

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**12.5 AMENDMENT TO DEVELOPMENT INCENTIVE SCHEME - REDUCTION IN INFRASTRUCTURE CHARGE**

**RESOLUTION 2021/356**

Moved: Cr Danita Potter  
 Seconded: Cr Kathy Duff

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"> <li>▪ 50% discount for any commercial use or industrial activity;</li> <li>▪ 50% discount for long-term employment generating development;</li> <li>▪ 75% discount for Reconfiguring a lot for Residential development;</li> <li>▪ <b>75% discount for Residential development; (excluding in the Rural Residential Zone)</b></li> <li>▪ 100% discount for Residential development in the Rural Residential zone;</li> <li>▪ 100% discount for Rural or Tourist activity (eg. Short-term accommodation) in the Rural Zone.</li> </ul>
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, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Cr Gavin Jones

**CARRIED 6/1**

**12.6 PILOT PROJECT TO SUPPORT RESIDENTIAL HOUSING OUTCOMES IN KINGAROY**

**RESOLUTION 2021/357**

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**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**

**RESOLUTION 2021/358**

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**14.2 NEW DAM SIGNAGE**

**RESOLUTION 2021/359**

Moved: Cr Kathy Duff

Seconded: Cr Roz Frohloff

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**Attendance:**

At 3:11 pm, Cr Kirstie Schumacher left the meeting.

**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**

**RESOLUTION 2021/360**

Moved: Cr Gavin Jones  
 Seconded: Cr Roz Frohloff

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 3:13 pm, Cr Kirstie Schumacher returned to the meeting.

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

**RESOLUTION 2021/361**

Moved: Cr Danita Potter  
 Seconded: Cr Roz Frohloff

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**14.5 LICENCE TO OCCUPY - KINGAROY JUNIOR CRICKET ASSOCIATION INC**

**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.

**MOTION**

**RESOLUTION 2021/362**

Moved: Cr Danita Potter  
 Seconded: Cr Roz Frohloff

That Item 14.5 - Licence to Occupy - Kingaroy Junior Cricket Association Inc lay on the table until further negotiations have been made.

**CARRIED 7/0**

**15 PORTFOLIO - REGIONAL DEVELOPMENT**

**15.1 DRAFT REGIONAL DEVELOPMENT STRATEGY**

**RESOLUTION 2021/363**

Moved: Cr Kirstie Schumacher  
 Seconded: Cr Danita Potter

That South Burnett Regional Council receive the Draft 2021-2026 Regional Development Strategy and approves release of the draft 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**

**15.1.1 LETTER TO STATE DEVELOPMENT**

**RESOLVED 2021/364**

A letter (with joint signatures – CEO & Councillor Schumacher) be sent to Director-General, Department of State Development, for the Bundaberg Regional Office thanking them for their assistance with the Draft Regional Development Strategy.

**15.2 OPERA QUEENSLAND REGIONAL TOUR 2021**

---

**RESOLUTION 2021/365**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

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, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

**CARRIED 7/0**

**15.2.1 LETTER TO MEMBER FOR NANANGO, DEB FRECKLINGTON MP**

---

**RESOLVED 2021/366**

A letter be sent to Member for Nanango, Deb Frecklington MP thanking her for the opportunity in helping to bring the Opera Queensland Regional Tour to Kingaroy.

**16 NOTICES OF MOTION**

Nil

**17 INFORMATION SECTION**

**17.1 IS - LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

---

**RESOLUTION 2021/367**

Moved: Cr Kathy Duff  
Seconded: Cr Gavin Jones

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

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

Against: Nil

**CARRIED 7/0**

**18 CONFIDENTIAL SECTION**

Nil

**19 CLOSURE OF MEETING**

The Meeting closed at 3.24pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 May 2021.

.....  
**CHAIRPERSON**

**8 BUSINESS OUTSTANDING****8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING****File Number:** 28-05-2021**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 for Ordinary Council Meeting** [↓](#) 



# **BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

**Meeting Date: 26 May 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	
<b>CARRIED 7/0</b>			
Meeting	Subject	Resolution	Notes
Council 25/11/2020	Sale of Coolabunia Saleyards by way of Tender	<b>RESOLUTION 2020/234</b> 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;	<b>08 Dec 2020 3:58pm Donohue, Kimberley - Reallocation</b> Action reassigned to Watt, Mark by Donohue, Kimberley - For actioning <b>09 Dec 2020 3:29pm Watt, Mark</b> UPDATE - begun review of existing reports and compiling information to assist in procuring industry expert to prepare report. Budget allocation also necessary. <b>18 Mar 2021 8:25am Watt, Mark</b> UPDATE - received first quote for completion of business plan, awaiting second quote before progressing. <b>19 Mar 2021 2:56pm Donohue, Kimberley - Target Date Revision</b> 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><b>15 Apr 2021 5:19pm Watt, Mark</b></p> <p>Further legal advice being sourced from King &amp; Co, Solicitors. Once received, report to be presented to Council.</p>
		<p><b>CARRIED 6/0</b></p>	
Council 24/02/2021	Overgrown Allotment Enforcement	<p><b>RESOLUTION 2021/270</b></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><b>21 May 2021 1:34pm Patch, Craig</b></p> <p>Compliance still awaiting some feedback from other Councils as to what their Overgrown Allotment Policy is. Compliance then to formulate a draft Overgrown Allotment position.</p>
		<p><b>CARRIED 7/0</b></p>	
Council 24/02/2021	Illegal Occupation of Private Land	<p><b>RESOLUTION 2021/271</b></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><b>21 May 2021 1:43pm Patch, Craig</b></p> <p>Awaiting legal advice in relation to some technical questions/aspects concerning certain aspects of the illegal occupation policy position document</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: center;"><b>CARRIED 7/0</b></p>	
Council 24/02/2021	Update to Standard Street Name Sign and Style Guides	<p><b>RESOLUTION 2021/262</b></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"> <li>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;</li> <li>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</li> <li>3. That the style guidelines be updated to reflect the change to the standard street name sign.</li> </ol> <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;"><b>CARRIED 7/0</b></p>	<p><b>23 Mar 2021 3:20pm Champney, Kristy</b></p> <p>Currently working with sign manufacture (Artcraft) to finalise proof and art work.</p> <p><b>23 Mar 2021 3:21pm Champney, Kristy - Completion</b></p> <p>Action completed by Champney, Kristy - Noted</p>
Council 24/03/2021	Kingaroy Aerodrome Airpark Proposal	<p><b>RESOLUTION 2021/309</b></p> <p>Moved: Cr Danita Potter</p>	<p><b>15 Apr 2021 4:15pm Donohue, Kimberley - Reallocation</b></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: center;"><b>CARRIED 6/0</b></p>	<p>Action reassigned to Petersen, Leanne by Donohue, Kimberley</p> <p><b>21 May 2021 1:56pm Donohue, Kimberley</b></p> <p>First draft has been completed and a meeting has been arranged for 28th to discuss.</p>
<p>Council 28/04/2021</p>	<p>Confirming Councils attendance at Local Government Association Queensland (LGAQ) Annual Conference 2021; LGAQ Bush Councils Convention 2021 and ALGA National General Assembly 2021</p>	<p><b>RESOLUTION 2021/328</b></p> <p>Moved: Cr Brett Otto</p> <p>Seconded: Cr Roz Frohloff</p> <ol style="list-style-type: none"> <li>1. That the Mayor, Deputy Mayor, Chief Executive Officer, Cr Henschen (subject to availability) and Cr Potter attend the 125<sup>th</sup> LGAQ Annual Conference 2021.</li> <li>2. That the following Councillors attend the LGAQ biennial Bush Councils Convention 2021: <ul style="list-style-type: none"> <li><input type="checkbox"/> Mayor Brett Otto</li> <li><input type="checkbox"/> Cr Gavin Jones</li> <li><input type="checkbox"/> Cr Danita Potter</li> <li><input type="checkbox"/> Cr Kirstie Schumacher</li> <li><input type="checkbox"/> Cr Scott Henschen</li> <li><input type="checkbox"/> Cr Kathy Duff</li> </ul> </li> <li>3. That the Mayor, Deputy Mayor and Cr Schumacher attend the ALGA National General Assembly 2021.</li> </ol>	<p><b>07 May 2021 2:32pm Barry, Bronwyn</b></p> <p>Bronwyn will register and book flights for the Mayor, Cr Jones and Cr Schumacher next week to attend the National General Assembly in Canberra., Registration for the LGAQ Annual Conference 2021 and the LGAQ Bush Councils Convention 2021 are not yet open, as soon as they open Bronwyn will register the relevant councillors.</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;"><b>CARRIED 7/0</b></p>	
Council 28/04/2021	Independent Accounting Analysis	<p><b>RESOLUTION 2021/335</b></p> <p>Moved: Cr Brett Otto</p> <p>Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council work with our Chief Executive Officer to develop a strategy which provides a pathway to surplus by 2023/2024 and that such work commence in July 2021 with a view to finalisation of the strategy by 30 June 2022.</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;"><b>CARRIED 7/0</b></p>	<p><b>21 May 2021 8:54am Pitt PSM, Mark</b></p> <p>CEO met with QTC representative and presentation organised for 3 June 2021 with QTC representatives on Budget preparation.</p>
Council 28/04/2021	Register of Fees and Charges Schedule for 2021/2022	<p><b>RESOLUTION 2021/337</b></p> <p>Moved: Cr Roz Frohloff</p> <p>Seconded: Cr Danita Potter</p> <p>That pursuant to Section 97(2) of the <i>Local Government Act 2009</i> the Register of Fees and Charges be received as amended, second and third dog impounding fees be set at \$105, and adopted effective from 1 July 2021.</p>	<p><b>18 May 2021 3:15pm Kruger, Wendy - Reallocation</b></p> <p>Action reassigned to Branch, Celina by Kruger, Wendy - For action and completion.</p> <p><b>19 May 2021 8:01am Branch, Celina</b></p> <p>New fees and charges will be uploaded to Council website on 1 July 2021. Spreadsheet being sent to Business Systems to update P&amp;R to be ready for 1 July 2021.</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;"><b>CARRIED 7/0</b></p>	
Council 28/04/2021	Release of Restricted Cash - Developer Contributions	<p><b>RESOLUTION 2021/338</b></p> <p>Moved: Cr Roz Frohloff</p> <p>Seconded: Cr Scott Henschen</p> <p>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.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;"><b>CARRIED 6/0</b></p>	<p><b>18 May 2021 3:16pm Kruger, Wendy - Reallocation</b></p> <p>Action reassigned to Anderson, Kerri by Kruger, Wendy - For Action &amp; Completion</p>
Council 28/04/2021	Blackbutt CBD Footpath	<p><b>RESOLUTION 2021/342</b></p> <p>Moved: Cr Gavin Jones</p> <p>Seconded: Cr Roz Frohloff</p> <ol style="list-style-type: none"> <li>1. That Council release Option 3 of the Blackbutt CBD Master Plan, the Blackbutt CBD Footpath and PWD bay Design for public consultation;</li> <li>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</li> </ol>	

		<p>Street refuge, street furniture, landscaping and upgrades to Les Muller Park; and</p> <p>3. Final design and scope to come back to Council for endorsement.</p> <p><u>In Favour:</u> Crs Gavin Jones, Roz Frohloff, Danita Potter and Scott Henschen</p> <p><u>Against:</u> Crs Brett Otto, Kathy Duff and Kirstie Schumacher</p> <p style="text-align: right;"><b>CARRIED 4/3</b></p>
<p>Council 28/04/2021</p>	<p>Kingaroy Transformation Project External Agencies Update</p>	<p><b>RESOLUTION 2021/351</b></p> <p>Moved: Cr Roz Frohloff</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council delegates to the Chief Executive Officer to negotiate engagements with external agencies in relation to the Kingaroy Transformation Project.</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;"><b>CARRIED 7/0</b></p>



Council 28/04/2021	Amendment to Development Incentive Scheme - Reduction in Infrastructure Charge	<b>RESOLUTION 2021/356</b>	<b>19 May 2021 1:59pm Donohue, Kimberley - Reallocation</b>								
		Moved: Cr Danita Potter	Action reassigned to DuPlessis, Chris by Donohue, Kimberley								
		Seconded: Cr Kathy Duff									
		That Council:	<b>21 May 2021 2:13pm Donohue, Kimberley</b>								
		1. Approve the update to the criteria and procedure for assessing and approving the reduction of infrastructure charges (addition in bold):	Forms have been updated and website update in progress.								
		<table border="1"> <thead> <tr> <th data-bbox="779 472 981 496">Description</th> <th data-bbox="992 472 1359 496">Criteria</th> </tr> </thead> <tbody> <tr> <td data-bbox="779 512 981 536">Effective Dates</td> <td data-bbox="992 512 1359 536">1 December 2020 to 30 June 2022</td> </tr> <tr> <td data-bbox="779 552 981 608">Applicable Development</td> <td data-bbox="992 552 1359 1046"> <p>All development is eligible if located within the South Burnett Regional Council area that is subject to an infrastructure charges notice (ICN).</p> <p>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.</p> </td> </tr> <tr> <td data-bbox="779 1062 981 1142">Infrastructure charges discounts</td> <td data-bbox="992 1062 1359 1235"> <ul style="list-style-type: none"> <li><input type="checkbox"/> 50% discount for any commercial use or industrial activity;</li> <li><input type="checkbox"/> 50% discount for long-term employment generating development;</li> </ul> </td> </tr> </tbody> </table>	Description	Criteria	Effective Dates	1 December 2020 to 30 June 2022	Applicable Development	<p>All development is eligible if located within the South Burnett Regional Council area that is subject to an infrastructure charges notice (ICN).</p> <p>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.</p>	Infrastructure charges discounts	<ul style="list-style-type: none"> <li><input type="checkbox"/> 50% discount for any commercial use or industrial activity;</li> <li><input type="checkbox"/> 50% discount for long-term employment generating development;</li> </ul>	
Description	Criteria										
Effective Dates	1 December 2020 to 30 June 2022										
Applicable Development	<p>All development is eligible if located within the South Burnett Regional Council area that is subject to an infrastructure charges notice (ICN).</p> <p>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.</p>										
Infrastructure charges discounts	<ul style="list-style-type: none"> <li><input type="checkbox"/> 50% discount for any commercial use or industrial activity;</li> <li><input type="checkbox"/> 50% discount for long-term employment generating development;</li> </ul>										

		<ul style="list-style-type: none"> <li><input type="checkbox"/> 75% discount for Reconfiguring a lot for Residential development;</li> <li><input type="checkbox"/> <b>75% discount for Residential development; (excluding in the Rural Residential Zone)</b></li> <li><input type="checkbox"/> 100% discount for Residential development in the Rural Residential zone;</li> <li><input type="checkbox"/> 100% discount for Rural or Tourist activity (eg. Short-term accommodation) in the Rural Zone.</li> </ul>	
	<p>Recommendation and Approval</p>	<p>Manager Planning &amp; Land Management recommends reduction in infrastructure charges that meets the eligibility criteria, for approval by the Chief Executive Officer.</p>	
	<p>Infrastructure Agreement</p>	<p>Chief Executive Officer to enter into Infrastructure Agreement with applicant.</p>	<p>2. Approve the release of the revised forms and guidelines to support and promote the Development Incentive Scheme, as presented:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fact Sheet – Development Incentives</li> <li><input type="checkbox"/> Application form</li> <li><input type="checkbox"/> Appendix A: Rules and procedures</li> <li><input type="checkbox"/> Appendix B: Definitions</li> </ul>

<p>3. Delegate to the Chief Executive Officer the power, under the <i>Planning Act 2016</i> (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.</p> <p><u>In Favour:</u> Crs Brett Otto, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Cr Gavin Jones</p> <p style="text-align: right;"><b>CARRIED 6/1</b></p>			
<p>Council 28/04/2021</p>	<p>Pilot Project to support residential housing outcomes in Kingaroy</p>	<p><b>RESOLUTION 2021/357</b></p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Kathy Duff</p> <p>That Council investigate and develop a pilot project that aims to support and address the current lack of housing by:</p> <ul style="list-style-type: none"> <li>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,</li> <li>b) Considering what would be involved in subdividing or developing these Council owned parcels or underutilised green spaces,</li> <li>c) Consider Council's options to sell these parcels for residential housing; and or</li> <li>d) Consider opportunities for Council to stage or partner with appropriate building contractors to construct residential houses in Kingaroy</li> </ul>	<p><b>13 May 2021 4:15pm Donohue, Kimberley - Reallocation</b></p> <p>Action reassigned to Bayntun, Rebecca by Donohue, Kimberley</p> <p><b>21 May 2021 1:48pm Bayntun, Rebecca</b></p> <p>Project commenced by identifying freehold land. Project plan being prepared.</p>

		<p>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.</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;"><b>CARRIED 7/0</b></p>	
Council 28/04/2021	New Dam Signage	<p><b>RESOLUTION 2021/359</b></p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Roz Frohloff</p> <p>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.</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;"><b>CARRIED 7/0</b></p>	<p><b>13 May 2021 4:14pm Donohue, Kimberley - Reallocation</b></p> <p>Action reassigned to Hunter, Michael by Donohue, Kimberley</p> <p><b>17 May 2021 10:05am Hunter, Michael</b></p> <p>Signs are in process of being powder coated and designs work is nearing completion. Order has been processed for footings etc to be undertaken.</p>
Council 28/04/2021	Report on Projects	<p><b>RESOLVED 2021/334</b></p> <p>A report be brought to the May Executive and Finance &amp; Corporate Standing Committee meeting in relation to Projects and how they are tracking for Works for Queensland (W4Q) and Capital Expenditure Projects.</p>	<p><b>18 May 2021 3:03pm Kruger, Wendy - Reallocation</b></p> <p>Action reassigned to Branch, Celina by Kruger, Wendy - For Action and to be completed.</p>

**19 May 2021 6:29am Branch, Celina**  
Tasked to Finance Officer to bring meeting report back to Finance & Executive Standing Committee in June 2021.

**9 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT****9.1 COUNCILLOR ATTENDANCE AT THE ALGA NATIONAL GENERAL ASSEMBLY 2021****File Number: 26/05/2021****Author: Executive Assistant****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021  
- Councillor attendance at the ALGA National General Assembly 2021

**SUMMARY**

Committee Resolution 2021/121

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Cr Duff be nominated to attend the ALGA National General Assembly 2021 in the absence of Cr Jones.

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 Cr Duff be nominated to attend the ALGA National General Assembly 2021 in the absence of Cr Jones.

**BACKGROUND**

As presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS****Nil**

**9.2 SOUTH BURNETT REGIONAL COUNCIL LEASE AMENDMENT WITH SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED**

**File Number:** 26/05/2021  
**Author:** Executive Assistant  
**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021 - South Burnett Regional Council Lease Amendment with South Burnett Community Hospital Foundation Limited

**SUMMARY**

Committee Resolution 2021/109

Moved: Cr Danita Potter  
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the following amendments be made to the existing Lease held between South Burnett Regional Council (Lessor) and South Burnett Community Hospital Foundation Limited (Lessee)

1. In Item 6 of the Form 7, the Expiry Date is amended to 30/06/2022.
2. In Part 1 (Reference Particulars), in Item E, the duration is amended to 20 years, 3 months and 16 days.
3. In Part 1 (Reference Particulars). In Item 3, the Expiry Date is amended to 30 June 2022.

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 the following amendments be made to the existing Lease held between South Burnett Regional Council (Lessor) and South Burnett Community Hospital Foundation Limited (Lessee)

1. In Item 6 of the Form 7, the Expiry Date is amended to 30/06/2022.
2. In Part 1 (Reference Particulars), in Item E, the duration is amended to 20 years, 3 months and 16 days.
3. In Part 1 (Reference Particulars). In Item 3, the Expiry Date is amended to 30 June 2022.

**BACKGROUND**

As presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

Nil

**9.3 ADOPTION OF "SUPPORTING INFORMATION FOR DEVELOPING GUIDELINES FOR THE PROVISION OF COUNCILLOR ADMINISTRATION SUPPORT STAFF"**

**File Number:** 26/05/2021  
**Author:** Executive Assistant  
**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021 - Adoption of "Supporting information for developing guidelines for the provision of Councillor administration support staff"

**SUMMARY**

Committee Resolution 2021/110

Moved: Cr Brett Otto  
Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That the "Supporting information for developing guidelines for the provision of councillor administration support staff" publication be endorsed as presented to develop a policy to assist all parties in meeting their obligations under the *Local Government Act 2009* and to include such in the 2021/22 Operational Plan.

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 the "Supporting information for developing guidelines for the provision of councillor administration support staff" publication be endorsed as presented to develop a policy to assist all parties in meeting their obligations under the *Local Government Act 2009* and to include such in the 2021/22 Operational Plan.

**BACKGROUND**

As presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

Nil



**9.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CODE OF COMPETITIVE NEUTRALITY COMPLAINTS POLICY - STATUTORY-006**

**File Number:** IR 2700047

**Author:** General Manager Finance and Corporate

**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Budget Committee Meeting held on 5 May 2021 - adoption of the South Burnett Regional Council Code of Competitive Neutrality Complaints Policy – Statutory-006

**SUMMARY**

Committee Resolution 2021/11

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That the South Burnett Regional Council Code of Competitive Neutrality Complaints Policy – Statutory 006 be adopted as presented.

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

Against: Nil

**CARRIED 6/0**

**OFFICER’S RECOMMENDATION**

That the South Burnett Regional Council Code of Competitive Neutrality Complaints Policy – Statutory-006 be adopted as presented.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No direct financial and resource implications arise from this report.

**LINK TO CORPORATE/OPERATIONAL PLAN**

Corporate Plan 2021 - 2026:	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.
	OR5 Continue to give priority to ongoing financial sustainability and prudent budget management.
Annual Operational Plan 2020/21:	A long-term focus in our decision making to ensure we have downward pressure on operational expenditure and rates.

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

The current policy was tabled for review during a Budget Workshop. Subsequently, there were no alterations to the current policy other than what would reasonably be undertaken administratively such as the change to date of adoption.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

*Local Government Act 2009 (Qld)*

*Local Government Regulation 2012 (Qld)*

*Human Rights Act 2019 (Qld)*

*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 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 local law or delegation implications arise from this report

**ASSET MANAGEMENT IMPLICATIONS**

No direct asset management implications arise from this report.


**REPORT**

The *Local Government Act 2009* provides a regulatory framework for the adoption and enforcement of a Code of Competitive Neutrality Complaints Policy.

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

The aim of this process is to provide, in accordance with *Section 48* of the *Local Government Act 2009*, a means for resolving complaints by affected persons about failures of Council’s local government business entities to carry out activities in a way that complies with the competitive neutrality principles applying to the activities.

**ATTACHMENTS**

1. **South Burnett Regional Council Code of Competitive Neutrality Complaints Policy-Statutory-006** [↓](#) 



**POLICY CATEGORY - NUMBER:** Statutory-006  
**POLICY OWNER:** Executive Services  
**ECM ID:** 2700047  
**ADOPTED:**

## Code of Competitive Neutrality Complaints Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	1
4. DEFINITIONS .....	3
5. LEGISLATIVE REFERENCE .....	3
6. RELATED DOCUMENTS .....	3
7. NEXT REVIEW .....	3
8. VERSION CONTROL .....	4

### 1. POLICY STATEMENT

Guide for Council received complaints under the Competitive Neutrality Complaints, under the *Queensland Local Government Act*.

Compliance with *Section 48* of the *Local Government Act 2009*, Competitive neutrality complaints.

### 2. SCOPE

The aim of this process is to provide, in accordance with *Section 48* of the *Local Government Act 2009*, a means for resolving complaints by affected persons about failures of Council's local government business entities to carry out activities in a way that complies with the competitive neutrality principles applying to the activities.

### 3. GENERAL INFORMATION

#### 3.1. Preliminary Procedures

The preliminary procedure for affected persons to raise concerns about alleged failure of business activities to comply with the relevant competitive neutrality principles, and for clarifying and, if possible, resolving those concerns is:

- Complainant advises Council verbally or in writing of their concerns. If the complaint is made verbally, it should be referred to the Chief Executive Officer (CEO) if available or another senior officer and all relevant details obtained;
- Council will acknowledge receipt of the concerns in writing within fourteen (14) days and advise the person expressing the concerns that the CEO is investigating the matter;
- The CEO may refer the matter to a review officer of his/her choice or elect to personally undertake the function of the review officer;
- The CEO or review officer will seek to establish the facts relating to the concerns expressed by the person. Investigation of the matter may involve meeting with the person, collecting data, and holding further meetings;

- The CEO or review officer will develop a proposed response to the concerns and seek, within a reasonable time, the person's views on the proposed response; and
- The CEO shall make a response to the person in writing.

### 3.2. Advice to Applicants of the Complaints Procedure

In the case where a person has expressed concerns that have not been resolved under the preliminary process and Council becomes aware that the person proposes to make a formal complaint about Council's business activities, Council will make the information in **Appendix A** available to the complainant to ensure that they are able to make the complaint.

### 3.3. How to Make a Complaint

In making a complaint, the following information should be provided in writing by the complainant and addressed to the CEO:

- Details of the complainant's name and contact details such as:
  - (a) Address
  - (b) Phone number/s
  - (c) Fax number/s
  - (d) Email address
- Details about the alleged failure of the business activity to comply with the relevant competitive neutrality principles;
- Details of how the complainant was adversely affected by the alleged noncompliance;
- Details as to whether the complainant is, or could be, in competition with the local government business entity; and
- A statement that the complainant has made a genuine attempt to resolve his/her concerns with the local government business entity using the preliminary procedures set up by Council. The complaint process under *Division 7 Subdivision 2 Sections 45 to 55 of the Local Government Regulation 2012* should be followed by Council.

### 3.4. Sending Complaints to and Investigation of Complaints by Referee

- Formal complaints received by Council are to be directed to the CEO and acknowledged in writing within five (5) working days;
- The CEO must refer the complaint to the Queensland Productivity Commission (QPC) within five (5) working days of receipt;
- Formal complaints are to be recorded, showing the date of referral of the complaint to the QPC and an outline of the complaint; and
- The relevant business activity or business unit is to be informed that a formal complaint has been received.

### 3.5. Record System

The record system will record the following information in regard to complaints made about the competitive neutrality of Council's business activities:

- Details of the complaint process established;
- Where persons express concerns about the operations of Council's business activity, the concerns and the outcome of the preliminary procedures are to be recorded;
- Where persons have made a complaint to Council, details of the complaint are to be recorded;
- Details of when the complaint was sent to the QPC for investigation;
- Where a person has made a complaint to Council, and the QPC has determined not to investigate the complaint, the notification issued by the referee under *Section 48 of the Local Government Regulation 2012* is to be recorded;

- Where a person has made a complaint to Council, and the QPC has determined to investigate the complaint, the investigation notice issued by the QPC under *Section 49* of the *Local Government Regulation 2012* is to be recorded;
- Handling of QPC records (eg. data from finished investigations) is to be done in accordance with *Sections 52 and 53* of the *Local Government Regulation 2012*;
- Where the QPC has issued a report on the complaint under *Section 52* of the *Local Government Regulation 2012*, the receipt of the report and any recommendations contained in the report are to be recorded;
- Where Council has made a decision on a report by the referee, the resolution incorporating the decision, the date of the resolution and any directions to implement the decision that are given to a business activity under *Section 55* of the *Local Government Regulation 2012* are to be recorded;
- Where Council has advised relevant persons of its decision, the notification issued by the local government under *Section 55* of the *Local Government Regulation 2012* is to be recorded.

### **3.6. Opportunities for the Complainant to Provide Further Information to the QPC**

If, after the initial complaint is made, the complainant wishes to provide further relevant information to the QPC, they may do so. The QPC may request further information from a complainant at any time during the investigation period.

### **3.7. Reporting Period for QPC**

The referee must provide the report to Council in accordance with the *Local Government Regulation 2012*.

## **4. DEFINITIONS**

Not Applicable

## **5. LEGISLATIVE REFERENCE**

*Local Government Act 2009*

*Local Government Regulation 2012*

## **6. RELATED DOCUMENTS**

Not Applicable

## **7. NEXT REVIEW**

June 2022

**8. VERSION CONTROL**

<b>Version</b>	<b>Revision Description</b>	<b>Approval/Adopted Date</b>	<b>ECM Reference</b>
1	New Policy	15 July 2020	2700047
2	Administrative change replacing Social & Corporate Performance Branch with Corporate Services Branch as per Council Resolution 2021/296	24 March 2021	2700047
3	Policy Review		

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:



**APPENDIX A****INFORMATION ON HOW TO MAKE A COMPLAINT ABOUT COMPETITIVE NEUTRALITY  
OF A LOCAL GOVERNMENT BUSINESS ACTIVITY****How to contact Council**

Mail: The Chief Executive Officer  
South Burnett Regional Council  
45 Glendon Street  
PO Box 336  
**KINGAROY Q 4610**

Phone: (07) 4189 9100  
Email: info@sbrc.qld.gov.au  
Fax: (07) 4162 4806

**How to make a Complaint*****Requirements for complaint***

A complaint must:

- Be addressed to the Chief Executive Officer;
- Be in writing;
- Provide sufficient detail about the alleged failure of the business activity to comply with the relevant competitive neutrality principles;
- State how a complainant was adversely affected by the alleged noncompliance;
- State whether the complainant was, or could be, in competition with Council's business entity; and
- Indicate how the complainant has made a genuine attempt to resolve his/her concerns with Council's business entity using the preliminary procedures set up by Council under *Section 48 Local Government Act 2009*

***Who can complain?***

A complaint can only be made by a person who:

- Currently is competing with the activity alleged to have a competitive advantage or
- Is hindered from competing by the alleged competitive advantage of Council's business activity under *Section 48 Local Government Act 2009*.

***What is a competitive advantage?***

A competitive advantage is a business advantage of Council's business activity that is solely due to local government ownership. It can be financial advantage, a regulatory advantage, a procedural advantage or any other advantage.

***Grounds for complaint***

A complaint must be on the grounds that a Council business entity has failed to carry on its business activity in compliance with the competitive neutrality principles applying to that activity under *Section 47* of the *Local Government Act 2009*.



**9.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL FINANCIAL HARDSHIP POLICY - STATUTORY-012**

**File Number:** IR 2791577  
**Author:** Manager Corporate Services  
**Authoriser:** Chief Executive Officer

**PRECIS**

Adoption of the South Burnett Regional Council Financial Hardship Policy – Statutory-012 as presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**SUMMARY**

Committee Resolution 2021/114

Moved: Cr Brett Otto  
Seconded: Cr Kirstie Schumacher

That the committee recommends to Council:

That the South Burnett Regional Council Financial Hardship Policy – Statutory-012 be adopted as presented.

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 the South Burnett Regional Council Financial Hardship Policy – Statutory-012 be adopted as presented.

**BACKGROUND**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

1. **South Burnett Regional Council Financial Hardship Policy - Statutory-012** [↓](#) 



**POLICY CATEGORY - NUMBER:** Statutory-012  
**POLICY OWNER:** Finance  
**ECM ID:** 2791654  
**ADOPTED:**

## Financial Hardship Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	1
4. DEFINITIONS .....	4
5. LEGISLATIVE REFERENCE .....	5
6. RELATED DOCUMENTS .....	5
7. NEXT REVIEW .....	5
8. VERSION CONTROL .....	5

### 1. POLICY STATEMENT

South Burnett Regional Council ('Council') requires all property owners to pay their rates in full by the due date/s shown on rate notices. However, Council recognises that there are cases of genuine financial hardship that require respect and compassion in special circumstances.

### 2. SCOPE

This policy applies to those ratepayers who are experiencing serious financial hardship and as a result are willing, but unable to pay their rates and charges. The policy will only apply to properties where the property is the ratepayers' principal place of residence, however, Council encourages any property owner experiencing financial hardship to make contact.

### 3. GENERAL INFORMATION

Council acknowledges that the circumstances affecting a property owner's ability to pay may be either temporary or long-term, financial or personal. Consequently, Council will assess a request for assistance on a case-by-case basis.

Council is committed to working with our property owners to find an appropriate, realistic and effective payment solution.

This policy communicates Council's position and provides guidance to employees, property owners and stakeholders concerning the principles, processes and guidelines that Council will use when assessing applications for rates and charges relief due to severe financial hardship. In summary, the key objectives of this policy are to:

- provide a mechanism that enables property owners to feel comfortable in approaching Council about outstanding debts;
- provide a policy that encourages a consistent and proactive approach in identifying and assisting ratepayers who may be experiencing difficulty paying their rates due to personal or financial hardship; and

encourage people experiencing financial hardship to access earlier financial counselling support services.

Council's Rate Collection Policy states that it will diligently pursue the collection of overdue rates and

charges. It also states that non-payment of rates places an unfair burden on the ratepayers who do meet their obligations in full. It balances the foregoing statements by stating that Council will take into account the individual circumstances or the financial hardships faced by relevant ratepayers.

Financial hardship relief provided under this policy does not forego Council's normal debt recovery action, including Council's ability to sell the land for arrear of rates. Additional fees may apply in this case.

*Section 120(1)(c) of the Local Government Regulation 2012* states that Council may grant a concession if it is satisfied that *"the payment of rates or charges will cause hardship to the land owner"*, Council has determined that it will grant such a concession for rates relief as set out in this policy.

### **3.1. What is Financial Hardship?**

A property owner will be considered to be in financial hardship if paying a rate notice will affect their ability to meet their basic living needs. This includes such things as food, clothing, medicine, accommodation and children's education.

In short, it means they have the intention, but not the financial capacity to pay.

Financial hardship may be caused by:

- loss of a property owners' (or a family member's) primary income;
- separation or divorce from a spouse;
- death of a spouse or loved-one;
- domestic or family violence;
- physical or mental health problems;
- a chronic medical condition or illness;
- budget management difficulties because of a low income;
- other unforeseen factors affecting your capacity to pay, such as a reduction in income due to a natural disaster, drought or downturn in economic conditions; or
- high rate levy increase due to revaluation.

### **3.2. Temporary Financial Hardship**

Property owner's experience payment difficulties due to a sudden and/or temporary change in circumstances that adversely affect their finances. These property owners generally require flexibility. Council is able to offer an extension of time to pay (generally with the loss of the prompt payment discount shown on the rate notice) or to set up a payment plan.

### **3.3. Identifying Property Owners in Financial Hardship**

Property owners who think that they may be experiencing financial hardship are encouraged to contact Council as soon as possible. If assessment by a financial counsellor has been undertaken, they can contact Council on the property owner's behalf.

The following indicators will be considered when determining whether a property owner is experiencing financial hardship:

- the property owner requests information about alternative payment arrangements;
- the property owner's payment history indicates they have had difficulty paying accounts in the past;
- the property owner has had a change of circumstances that adversely affects their finances;
- eligibility for government funded concessions;
- advice has been received from an independent financial counsellor;
- total income after tax (take home pay);

- the number of properties owned;
- the number of children or dependants involved;
- current financial commitments including any existing debt;
- medical conditions or disability affecting earning capacity; and
- domestic or family violence.

Although the above list displays indicators of possible hardship, each property owner will be treated with sensitivity and understanding according to their individual circumstance.

As part of Council's assessment, we will consider any information provided by the property owner and/or, if applicable, their financial counsellor.

As soon as the assessment has been completed and a decision has been made, Council will advise the property owner of the outcome.

#### **3.4. When will Council Consider an Application for Financial Hardship?**

Council will not support applications for financial hardship relief where the applicant has another avenue to alleviate the situation or seek assistance and has not taken this alternative option.

Council will also encourage applicants to seek the assistance of a financial counsellor. Council's intent is to provide assistance to applicants who demonstrate genuine attempts to help themselves.

Council will only consider an application for financial hardship relief where:

- it is the property owner's principle place of residence
- the property owner is experiencing genuine financial hardship due to a loss the property owner has suffered:
  - (a) a person who has less than two (2) weeks of available funds equivalent to the maximum rate of income support payment provided by the Department of Human Services (DHS) for Crisis Payments; or
  - (b) has been unemployed and receiving payments from DHS continuously for twenty-six (26) weeks; or
  - (c) suffers from a chronic illness that is permanent or lasts longer than three (3) months; or
  - (d) has been diagnosed with a terminal illness or disease; or
  - (e) has incurred unexpected expenses (funeral costs) and reduction or loss of family income because of the death of a partner, dependent or other family member; or
  - (f) has experienced a significant reduction in income due to a natural disaster, drought or downturn in economic conditions.
- upon application being made to Council for the relief of rates and charges by the property owner.

#### **3.5. Assistance or Relief Available**

Council may grant relief to a property owner under this policy through offering assistance by one or more of the following:

- payment of the outstanding rates balance may be deferred (without further interest accrual or loss of discount) for a maximum period of 12 months;
- suspension of pending or current rate recovery action;
- repayment plans that are outside of the current Rates Recovery Policy;
- interest costs written-off/waived for interest already charged and/or for interest that may accrue between the Council's decision and satisfactory completion of an agreed repayment plan; and
- court costs or other related legal expenses written-off that have already been charged to the ratepayer for recovery of outstanding rates and charges.

Council is committed to assisting property owners who are experiencing financial hardship. If a property owner is experiencing financial hardship, they are encouraged to contact Council as soon as possible to discuss the situation. Council does offer long-term options if the property owner

adheres to and maintains an agreed arrangement.

In return, Council requests the property owner:

- keep Council informed of any change in circumstances;
- agree and maintain a suitable payment arrangement;
- contact Council to negotiate an alternative arrangement should the property owner have difficulty maintaining the agreed payment plan; and
- contact a financial counsellor, if requested. It is important for a property owner who is in financial hardship to meet with a financial counsellor (or a person from a relevant customer representative organisation) to discuss their financial situation and consider the options that are available.

### 3.6. Lodging an Application

Lodging a request for relief must be on the prescribed form, available from the Council website, [www.southburnett.qld.gov.au](http://www.southburnett.qld.gov.au), and will involve a full financial assessment undertaken by the Chief Executive Officer or delegate.

If a property owner:

- does not respond to the Council's offer of hardship relief; or
- fails to wholly comply with Council's offer of hardship relief; or
- once an agreed payment arrangement is entered, fails to comply with the requirement of that agreed payment arrangement, then

Council will continue with normal debt recovery action including outsourcing the debt to a debt collection specialist and the sale of the land for rate arrears. Additional fees may apply in this case.

### 3.7. Processing the Application

The process for assessing applications will remain simple and accessible as possible in recognition that at the very least, the ratepayers are experiencing financial difficulties. All applications are assessed confidentially and on merit.

## 4. DEFINITIONS

**Application Form** means 'South Burnett Regional Council Rates Relief Application' for the purpose of applying for assistance under this policy.

**Chief Executive Officer** means the Chief Executive Officer of South Burnett Regional Council as appointed under the *Local Government Act 2009*.

**Chronic Illness** means an illness that is permanent or lasts longer than three (3) months.

**Council** means South Burnett Regional Council.

**Death of a Partner** means the unexpected expenses (funeral costs) and reduction or loss of family income because of the death of a member of a couple (married, registered relationship or de facto relationship).

**Financial Hardship** means unable to meet basic requirements, including food, clothing, medicine, accommodation and children's education. This hardship may occur because of chronic illness, long-term unemployment or death of a partner.

**Long-Term Unemployment** means a ratepayer who has received income support payments continuously for 26 weeks.

**Natural Disaster** means a major adverse event resulting from natural processes of the earth; examples include floods, volcanic eruptions, earthquakes, tsunamis, cyclones, severe storms, bush fires, droughts.

**Property Owner** means the 'owner of the land' as defined under the *Local Government Act 2009*.

**Residential Property** means property that has as its primary use 'use for residential purposes'.



**Terminal Illness** means an incurable disease that cannot be adequately treated and is reasonably expected to result in the death of the person.

**5. LEGISLATIVE REFERENCE**

*Local Government Act 2009, Section 93(h)*  
*Local Government Regulation 2012, Section 120*

**6. RELATED DOCUMENTS**

South Burnett Regional Council Rates Collection Policy  
 South Burnett Regional Council Financial Hardship Rates Application Form

**7. NEXT REVIEW**

As prescribed by legislation or every two (2) years – May 2023

**8. VERSION CONTROL**

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	Adoption of new Policy	24 June 2019	2603937
2	Review of Policy	15 July 2020	2701272
3	Review of Policy		

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:

**9.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL UNDETECTED WATER LEAKS POLICY - STATUTORY-043****File Number: IR 2791669****Author: General Manager Finance and Corporate****Authoriser: Chief Executive Officer****PRECIS**

Adoption of the South Burnett Regional Council Undetected Water Leaks Policy – Statutory-043 as presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**SUMMARY**

Committee Resolution 2021/115

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That the committee recommends to Council:

That the South Burnett Regional Council Undetected Water Leaks Policy – Statutory-043 be adopted as presented.

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 the South Burnett Regional Council Undetected Water Leaks Policy – Statutory-043 be adopted as presented.

**BACKGROUND**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**ATTACHMENTS**

1. **South Burnett Regional Council Undetected Water Leaks Policy Statutory-043** [↓](#) 



**POLICY CATEGORY - NUMBER:** Statutory-043  
**POLICY OWNER:** Finance  
**ECM ID:** 2791669  
**ADOPTED:**

## Undetected Water Leaks Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	1
4. DEFINITIONS .....	4
5. LEGISLATIVE REFERENCE .....	5
6. RELATED DOCUMENTS .....	5
7. NEXT REVIEW .....	5
8. VERSION CONTROL .....	5

### 1. POLICY STATEMENT

The purpose of this policy is to provide a basis for remission of water usage charges while preserving the property owner’s responsibility for maintenance of the internal water infrastructure.

South Burnett Regional Council (‘Council’) has adopted the principles of a two-part water tariff system which allows for all property owners to be levied for all water consumption recorded by the water meter installed at their property.

### 2. SCOPE

This policy applies to property owners connected to a Council operated water reticulation scheme who request financial assistance where high-water usage charges have been incurred as a result of:

- an undetected water leak on their property, or
- an identifiable event (e.g. repairs to Council’s water supply infrastructure) where air has passed through the water meter causing the dials to move rapidly and record “usage”.

### 3. GENERAL INFORMATION

All charges for water passing through the water meter, the maintenance and repair of the internal water infrastructure (i.e. on the property owners’ side of the water meter) is the responsibility of the property owner. A case may exist for a remission of water usage charges in the event of undetected water leaks where exceptional circumstances can be demonstrated.

Specific exclusions to this policy include:

- leaks in internal water fittings and appliances including taps, toilets, hot water systems and leaks in any other water appliances;
- leaks in water tanks that are plumbed to the potable water supply;
- leaks in sprinklers and irrigation systems;
- leaks in swimming pools, spas and other water features and fittings or associated pipe work supplying them;



- leaks caused due to construction, excavation, building, renovation or other similar activity on the property;
- leaks in hoses, hose pipes, external taps and fittings;
- leaks in solar panels or the pipe work supplying them;
- leaks or water lost due to vandalism; and
- leaks in private Off Line Mains (OLM).

### 3.1. Eligibility

All of the following criteria **must** be met for a claim for a financial adjustment to be considered due to a concealed water leak:

- For the water leak to be considered concealed it must be difficult to locate and there must be no visual evidence of the leak and the leak must be in the pipe work servicing the property.
- The property on which the leak has occurred must not have been subject to development excavation, construction, or suchlike within the previous six (6) months.
- The leak must not be within a dwelling or building on the property; if the leak is in a wall cavity within a dwelling or building, there must not be any visible sign of the leak including soaking or dampness.
- The leak must be fixed by the property owner within 48 working hours of identification/notification of the leak.
- An application must be made in writing by the property owner within 30 days of either the issue date of the Rate/Water Notice or identification/repair of the leak unless there are compelling reasons why this timeframe cannot be achieved.
- Original documented evidence such as a plumber's invoice or report (Statutory Declaration) showing that the leak has been fixed must be provided from a licensed plumber and accompany the request. Council will not be responsible for any costs incurred by the property owner of the property engaging a private plumber for this purpose.
- The property owner of the property must not have received a financial adjustment on an account for that property due to a concealed leak within the last (1) year.
- Where a non-residential customer requests a financial adjustment due to a concealed leak on the basis that they are a 'not-for-profit' organisation, evidence of the 'not-for-profit' status is required.
- Where the tenant of a tenanted property requests a financial adjustment due to a concealed leak, evidence that they have paid and/or are responsible for payment of the water bill is required.
- Details of the water meter reading immediately after the repairs have been completed is compulsory and is to be provided at the time the application for financial assistance is lodged with Council.

### 3.2. General Conditions

Following the granting of an adjustment for a concealed leak, Council will expect that customers will initiate regular monitoring of consumption to ensure that any future leaks are detected early.

Where a financial adjustment is requested and provided, the customer is responsible for paying the balance of the amount owing for the account.

Where a financial adjustment is requested and declined, the customer is responsible for paying the amount owing on the account.

Where a financial adjustment is requested and approved, the customer must pay any outstanding debt, of longer than two (2) billing periods, on their water and wastewater (sewerage) account for the property where the concealed leak occurred before any financial adjustment will be processed.

### 3.3. Tips About Property Maintenance & Monitoring Water Consumption

#### 3.3.1. Responsibility of Council

- Council is responsible for the water infrastructure including pipes and water meter up to the property connection point.
- If a leak is detected in these pipes, it is Councils' responsibility to fix it and Council requests that customers contact Council immediately.

#### 3.3.2. Responsibility of the property owner

Property owners are responsible for the installation, repair, maintenance and replacement of all the pipes, fixtures, fittings, and mains connected water tanks on their property (that is from the Council water meter).

If a leak is detected in this private infrastructure, it is the property owner's responsibility to fix it.

Customers are responsible for monitoring their water meter on a regular basis. (This will assist in early identification of any leaks on the property.)

In cases where a water leak in internal supply pipes in a metered property is concealed and the occupant could not reasonably be expected to know of its existence and the leak is repaired with 48 hours, following detection, then remission of part of the water usage or consumption charge in respect of the estimated quantity of water lost through the leak may be allowed, subject to the eligibility criteria in 3.1 being met.

There may be cases where more than one ratepayer is affected by an undetected leak and responsibility for payment of water usage charges and cost of repairs may be unclear. An example of this situation would be a Community Title Scheme or Strata Title Scheme development where common property is involved. Another example would be a group of ratepayers who have an agreement with Council to provide a private water supply line, with the group of ratepayers agreeing to finance the ongoing maintenance and repair of the private water line.

In these cases, depending on the location of the undetected water leak, the responsibility for payment of repairs and water usage charges associated with the leak, will rest collectively with either the Body Corporate in the case of a Community Title Scheme development, or the collective parties connected to the private water supply line.

To be clear, if a leak occurs on Common property within a Community Title Scheme development, or a leak occurs in internal supply pipes within a Community Title Scheme development where the water usage is only recorded on the Master Meter and not individual meters connected to individual lots, then responsibility for payment of repairs and water usage charges associated with the leak, will rest with either the Body Corporate or all ratepayers within the Community Title Scheme development.

Further, if a leak occurs along a private water line and the water usage is only recorded on the Master Meter and not individual meters connected to the private water line, then responsibility for payment of repairs and water usage charges associated with the leak, will rest with all parties connected to the private water supply line.

#### 3.3.3. Amount of Remission available

Council will provide a remission to the following amount:

- For a concealed leak – a maximum of up to 50% of the difference between the charged water usage and the estimated water usage.
- For a concealed leak where the Council stopcock was faulty and the ratepayer/plumber was unable to turn off the water supply - a maximum of up to 100% of the difference between the charged water usage and the estimated water usage.
- For an identifiable event (repairs to Council's water supply infrastructure) where air has passed through the water meter causing the dials to move on the water meter - a maximum of up to 100% of the difference between the charged water usage and the estimated water usage.

The estimated usage must be calculated up to the date of repair, not just the current reading date. This is necessary so that any water usage recorded on the meter, (as a result of the leak) but not yet billed, can be included in the one (1) claim.

The estimated usage will be calculated based on the average of the past three (3) years water usage. This average amount will then be converted to the current reading period – generally six (6) months.

If the current property owner has not owned the property for a period of three (3) years, an average usage will be calculated based on the period of time the current property owner has owned the property.

No further requests for water consumption charge adjustments will be considered for the property for a period of one (1) year. In the instance where the property changes ownership, this period shall be renewed.

When an Undetected Water Leak application is received, and the application is assessed as meeting Council’s eligibility guidelines, the applicant should be notified of the outcome within 10 business days.

If additional information needs to be submitted for the application to be assessed against Council’s eligibility guidelines, then the applicant should be notified of the outcome within 10 business days of receiving the additional information.

**3.4. Authorisation of Claims**

The amount of the claim will determine the level of authorisation required.

Value of Claim	Authorised by
Up to \$250	Manager Finance
Up to \$500	General Manager Finance & Corporate
Greater than \$500	Chief Executive Officer

**3.5. Remission**

After a remission has been allowed for a particular property, no consideration will be given to further requests of remissions, unless satisfactory evidence is provided to establish that the internal water service has been replaced or repaired.

**4. DEFINITIONS**

**Concealed Leak** means a water leak within a property’s internal water infrastructure which is hidden from view, be it underground, underneath a building or within concrete or a wall cavity, and where there are no visible signs of dampness or soaking and where an occupant could not reasonably be expected to know of its existence, as determined by Council.

**Customer** means a property owner who has a direct billing relationship with Council.

**Exceptional Circumstances** means rare and severe events that are outside those that a property owner could normally be expected to manage using responsible strategies as determined by Council.

**Financial Adjustment** means a sum of money that is credited to a customer’s account as relief for loss of water due to a concealed leak.

**Financial Hardship** means demonstrable difficulty in paying off the debt over a period of less than two (2) years.

**Internal Water Infrastructure** means water supply pipes and any plumbing installation on the customer’s side of the water meter for the purpose of carrying water from the water meter to the premises and/or property.

**Water** means water supplied by Council.

**5. LEGISLATIVE REFERENCE**

*Chapter 4 Part 7 Section 102(3) Local Government Regulation 2012*

*Section 87 Plumbing and Drainage Act 2002*

*Section 7 Part 1 Standard Plumbing and Drainage Regulation 2003*

**6. RELATED DOCUMENTS**

South Burnett Regional Council Revenue Policy 2020/2021 – Statutory 005

**7. NEXT REVIEW**

As prescribed by legislation or May 2023

**8. VERSION CONTROL**

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	New Policy	18 September 2013	121467
2.	Policy Review		

Mark Pitt PSM

**CHIEF EXECUTIVE OFFICER**

Date:

**9.7 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RATE COLLECTION POLICY - STATUTORY-041****File Number: IR 2792107****Author: General Manager Finance and Corporate****Authoriser: Chief Executive Officer****PRECIS**

Adoption of the South Burnett Regional Council Rate Collection Policy – Statutory-041 as presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**SUMMARY**

Committee Resolution 2021/116

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That the South Burnett Regional Council Rate Collection Policy – Statutory-041 be adopted as presented.

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 the South Burnett Regional Council Rate Collection Policy – Statutory 041 be adopted as presented.

**BACKGROUND**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

1. **South Burnett Regional Council Rate Collection Policy - Statutory-041**  





**POLICY CATEGORY - NUMBER:** Statutory - 041  
**POLICY OWNER:** Finance  
**ECM ID:** 2792107  
**ADOPTED:**

## Rate Collection Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	1
4. DEFINITIONS .....	5
5. LEGISLATIVE REFERENCE .....	5
6. RELATED DOCUMENTS .....	5
7. NEXT REVIEW .....	6
8. VERSION CONTROL .....	6

### 1. POLICY STATEMENT

This policy outlines the principles, processes and guidelines that South Burnett Regional Council ('Council') staff and/or external agencies use when dealing with ratepayers, property owners, their financial or personal representatives and mortgagees in the prompt follow up and timely collection of rates and charges that have not been paid by the due date on a rate notice.

### 2. SCOPE

This policy has been developed in association with the *Local Government Act 2009* and *Local Government Regulation 2012*, and Council's Revenue Policy – Statutory 005. The following is an extract from the Revenue Policy and reaffirms Council's commitment to the following principles:

Council will exercise its rate recovery powers 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. GENERAL INFORMATION

This policy guides the administrative processes that are used for the collection of overdue rates and charges. It also assists Council staff, Councillors, ratepayers, and other stakeholders understand the actions that Council will undertake and the consequences for non-payment of rates, or for not promptly addressing overdue rates.

Council requires payment of rates and charges within a specified period and it is Council's policy to diligently pursue the collection of overdue rates and charges. The non-payment of rates and charges by some ratepayers places an unfair burden on other ratepayers who do meet their obligations in

full.

However, when Council is pursuing the collection of overdue rates and charges, Council will consider the individual circumstances, or the financial hardships faced by relevant ratepayers.

To cater for this, Council has established balanced administrative processes that allow for some flexibility in ratepayer payment options including payment by regular *approved* instalments. At the same time, these processes include a variety of options, including legal action through an external debt collection specialist, that allow the effective recovery of overdue rates, depending on the level of resistance experienced. At the most severe level, this will include the sale of land by public auction in accordance with the relevant legislative requirements.

### 3.1. Recovery Action

#### 3.1.1. Summary of Initial and Advanced Recovery Actions

The following actions will be used in the collection of overdue rates and charges:

Action	Timing	Action Type	Severity	Response Time	Recovery Suspended	Authority Level
<b>Initial Recovery Action</b>						
1	10-14 days after the due date (expiration of discount period)	First Reminder Notice	Low	14 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement	Senior Rates Officer or Manager Finance
2	21-28 days after the due date (expiration of discount period)	Final Reminder Notice	Low	14 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement	Senior Rates Officer or Manager Finance
<b>Advanced Recovery Action</b>						
<b>Debt Recovery stages 3 to 6 will only apply to debts over \$800.00 (refer to <a href="#">Section 3.4</a>):</b>						
3	30-35 days after the due date (expiration of discount period)	Letter of Demand issued by Debt Collection Specialist	Medium	14 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement through Debt Collection Specialist	Senior Rates Officer or Manager Finance
4	50 days after the due date (expiration of discount period)	Statement of Claim issued served by the Debt Collection Specialist	Medium	28 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement through Debt Collection Specialist	Senior Rates Officer or Manager Finance
5	78 days after the due date (expiration of discount period)	Pre-Judgement Warning Letter issued by Debt Recovery Specialist	Medium	7 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement through Debt Collection Specialist	Senior Rates Officer or Manager Finance
6	85 days after the due date (expiration of discount period)	Judgement granted by the Court and Warning Letter by Debt Recovery Specialist	Medium	7 days	If rates are paid in full or ratepayer maintains a Council approved payment arrangement through Debt Collection Specialist	Senior Rates Officer or Manager Finance

Action	Timing	Action Type	Severity	Response Time	Recovery Suspended	Authority Level
7	92 days after the due date (expiration of discount period)	Enforcement Warrant Sale and Seizure of Property by Debt Recovery Specialist	High	Subject to circumstance	If rates are paid in full or ratepayer maintains a Council approved payment arrangement through Debt Collection Specialist	Council
8	3 years of overdue rates and charges or 1 year for vacant land	Possible Sale of Land Warning Letter issued by Council	High	Subject to circumstance	If rates are paid in full or ratepayer maintains a Council approved payment arrangement	Senior Rates Officer or Manager Finance
9	3 years of overdue rates and charges or 1 year for vacant land	Notice of Intention to Sell	High	Subject to circumstances	If rates are paid in full	Council
10	3 years of overdue rates and charges or 1 year for vacant land	Auction – Sale of Land	High	In accordance with Local Government Regulation 2012	If rates are paid in full	Council

**3.1.2. Deferment of Recovery Actions**

The Recovery Action steps shown above may be deferred for the following reasons:

- Deceased estates in probate;
- Bankruptcy liquidations;
- Receivership/Administration;
- Property sale where an unconditional contract has been signed;
- Approved hardship under Council’s Financial Hardship Policy – Statutory 012;
- Special Circumstances.

**3.2. Payment Arrangements**

Council will not pursue or escalate recovery action against a property owner who has an approved payment arrangement with Council, where the payment arrangement is current, and the ratepayer adheres to the agreed repayment schedule.

If a payment arrangement is not maintained within the agreed terms, the ratepayer will be offered an opportunity to bring the payment arrangement up-to-date, or to make a revised payment arrangement. Failure to make and maintain an appropriate payment arrangement will result in the escalation of the recovery action.

Council reserves the right to renegotiate or cancel a payment arrangement should circumstances change where the debt will not be paid within the required timeframe.

Where a ratepayer on a payment arrangement has defaulted on a payment on two (2) consecutive occasions, (i.e. 2 weekly, or 2 fortnightly or 2 monthly payments are missed) and the ratepayer has not responded to requests to bring the payment arrangement up-to-date, Council has the right to cancel the payment arrangement; refuse to approve any further payment arrangement and escalate the recovery action.

If a ratepayer has a history of defaulted or cancelled payment arrangements, or has a history of frequent reminders to bring an arrangement up-to-date, Council has the right to cancel the existing payment arrangement; to refuse any further payment arrangement applications and to escalate the recovery action.



This will involve sending the debt to the debt recovery specialist for the commencement of legal action. In these circumstances, Council will not initiate further recovery action without first notifying the ratepayer concerned.

### 3.2.1. Formal Payment Arrangements – Normal Terms and Conditions:

Applications for a formal payment arrangement must be made in writing ('Application to Pay Rates by Instalments') and are approved by the Senior Rates Officer. The payment commitment must be made on the following terms:

- (a) **Debts less than \$2,500** – payments should be of a sufficient amount and frequency to clear the outstanding debt over a period of no longer than six (6) months; or
- (b) **Debts greater than \$2,500** – payments should be of a sufficient amount and frequency to clear the outstanding debt over a period of no longer than twelve (12) months.

### 3.2.2. Other Formal Payment Arrangements – Outside of Normal Terms and Conditions:

Council may consider requests for payment arrangements which fall outside the terms outlined in [Section 3.2.1](#), in cases of genuine hardship and extenuating and special circumstances such as (e.g. long-term illness or unemployment).

These requests must be made in writing and are approved by the Senior Rates Officer. All reasonable requests will be considered and recommended for approval, only when the payment proposal has been assessed by the Senior Rates Officer as being financially sustainable. This means that the proposed repayment amount, although outside the normal terms and conditions as per [Section 3.2.1](#), will be sufficient to clear the debt within a reasonable timeframe (e.g. the payment term may be extended to a maximum of two (2) years, but payment must include all arrears of rates and future rates that have not yet been issued).

Ratepayers experiencing genuine financial hardship must complete the appropriate application form and submit the necessary paperwork in accordance with Council's Financial Hardship Policy – Statutory 012.

If Council approves a financial hardship application, property owners may receive additional flexibility in payment options and payment arrangements as detailed in the Financial Hardship Policy.

### 3.2.3. Periodic Payments Not Representing a Formal Payment Arrangement

Requests for arrangements that are assessed as being unsustainable as per [Section 3.2.2](#) will not be approved. Instead, these property owners will be granted a three (3) month period whereby further debt recovery action will be suspended, to allow sufficient time for financial advice to be obtained in relation to their options.

During this period, reasonable attempts must be made by the property owner to make periodic payments to their rate accounts and failure to do so will result in an escalation of recovery actions. At the end of this three (3) month period, the property owner must either pay the outstanding debt in full or enter into a payment arrangement in accordance with the terms and conditions outlined in [Section 3.1](#). Failure to do either of these actions will result in the escalation of recovery actions. (e.g. debt sent to external debt collection specialist for commencement of legal action).

### 3.3. Interest

In accordance with *section 133 of the Local Government Regulation 2012*, Council will apply interest at the % rate shown in the relevant financial year's revenue statement (as calculated and amended annually), compounding daily on all overdue rates and charges, from the date on which the rates and charges became overdue.

Importantly, interest charges will not apply to debts under a payment arrangement as defined in [Section 3.2](#), provided that regular payments are made in accordance with the agreed and approved payment schedule.

### 3.4. Criteria for the Implementation of Legal Action

Council has set a threshold for the referral of debts for legal action of \$800.00. As per [Section 3.1](#), debts equal to or greater than this threshold will initially be referred for legal debt recovery at 28 days after the expiration of the discount period, with the first stage in the legal process being the issue of a letter of demand (step 3 at [Section 3.1](#)).

- (i) **Debts equal to or greater than \$800.00** – Legal debt recovery action will only be initiated where the balance of rates and charges is equal to or greater than \$800.00, and no approved payment arrangement, as per [Section 3.2](#), is in place. All legal debt recovery action is administered by Council's approved external debt collection specialist and the relevant information in relation to the referred debt is supplied by Council to the debt collection specialist. Legal charges incurred are charged against the individual rate assessment and recovered in full by Council.
- (ii) **Debts less than \$800.00** – Debts under \$800.00 are not referred to the external debt collection specialist for legal recovery action. The recovery process for these debts is a two-step process as per steps 1 and 2 of the table at [Section 3.1](#). The first step is the issuing of a reminder notice and then at step 2, Council issues a second Final Reminder Notice. There will be no further escalation of legal recovery action while the debt remains under the \$800.00 threshold. However, legal action may be instigated in circumstances where the debts remain outstanding for a period of at least 12 months and an approved payment arrangement (as per [Section 3.2](#)) has not been entered into.

### 3.5. Criteria for Taking Action to Sell Land for Overdue Rates

In accordance with *Chapter 4, Part 12, Division 3* of the *Local Government Regulation 2012*, Council has the ability to instigate sale proceedings where rates remain outstanding beyond set periods of time. These periods are usually one (1) year for vacant land and three (3) years for all other land. Refer to the table within [Section 3.1](#), specifically steps 8, 9 and 10 of the debt recovery actions ([Section 3.1](#)).

## 4. DEFINITIONS

**Council** means the South Burnett Regional Council.

**Council Employee/s** means a person/s employed by Council who performs work, under the direction and control of Council, on an ongoing basis with an ongoing expectation of work entitled to superannuation contributions paid by Council.

**Councillor** means Councillor, of a local government, includes the Mayor.

**Rates and Charges** are defined in the *Local Government Regulation 2012* as including differential general rates, minimum general rate levies, separate rates and charges, special rates and charges, utility charges and accrued interest on outstanding balances.

**Overdue Rates and Charges** are defined in *section 132* of the *Local Government Regulation 2012* as including the interest, if interest is payable, on the rates or charges and the costs, if the local government takes the ratepayer to court to recover rates or charges and the court orders the ratepayer to pay the council's costs.

## 5. LEGISLATIVE REFERENCE

*Section 95 and 96 of the Local Government Act 2009*

*Part 12 of the Local Government Regulation 2012*

*Information Privacy Act 2009*

*Australian Competition and Consumer Commission Debt Collection Guidelines*

*Local Authorities Revenue Management Association Queensland Sale of Land Best Practice Guide*

## 6. RELATED DOCUMENTS

South Burnett Regional Council Revenue Policy – Statutory - 005

South Burnett Regional Council Revenue Statement

South Burnett Regional Council Financial Hardship Policy – Statutory 012

**7. NEXT REVIEW**

As prescribed by legislation or every two (2) years (to be inserted).

**8. VERSION CONTROL**

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	Development of Rate Recovery Policy	11 November 2009	1906499
2	Policy Review	15 June 2015	1959080
3	Policy Review		

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:

**9.8 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INFRASTRUCTURE QUALITY POLICY - STATUTORY-029****File Number: IR 2745006****Author: General Manager Finance and Corporate****Authoriser: Chief Executive Officer****PRECIS**

Adoption of the South Burnett Regional Council Infrastructure Quality Policy – Statutory-029 as presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**SUMMARY**

Committee Resolution 2021/118

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That the committee recommends to Council:

That the South Burnett Regional Council Infrastructure Quality Policy – Statutory-029 be adopted as presented.

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 the South Burnett Regional Council Infrastructure Quality Policy – Statutory-029 be adopted as presented.

**BACKGROUND**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

1. **South Burnett Regional Council Infrastructure Quality Policy - Statutory-029** [↓](#) 



**POLICY CATEGORY - NUMBER:** STAT-029  
**POLICY OWNER:** Works  
**ECM ID:** 2745006  
**ADOPTED:**

## Infrastructure Quality Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	2
4. DEFINITIONS .....	3
5. LEGISLATIVE REFERENCE .....	4
6. RELATED DOCUMENTS .....	4
7. NEXT REVIEW .....	4
8. VERSION CONTROL .....	5

### 1. POLICY STATEMENT

South Burnett Regional Council's ('Council') Infrastructure Department ('Department') is committed to achieving the objectives set out in Council's Corporate Plan, being:

In order to achieve related outcomes, we aim to provide the following activities and services:

- Provide and maintain road infrastructure in accordance with sustainable asset management practices;
- Provide and maintain financially sustainable utility infrastructure in accordance with asset management practices; and
- Provide and maintain other Council owned infrastructure to meet community needs in accordance with asset management practices.

### 2. SCOPE

This policy is relevant to services provided by the Infrastructure Planning (excluding the Materials Laboratory) and Works Branches within Council. Activities performed by the Materials Laboratory are covered by the National Association of Testing Authorities ('NATA') accreditation.

This policy is established in accordance with the International Standard ISO 9001:2015 and provides the framework for the Department's Quality Management System ('QMS'). Council currently holds Organisation for Standardisation ('ISO') 9001:2015 certification. The scope of this certification covers the provision for design, construction and the maintenance of the South Burnett road network.

This policy's objectives are to:

- maintain a QMS in accordance with the ISO 9001:2015 Quality Management Systems – Requirements;
- plan and implement actions to address risks and opportunities and integrate these into the QMS; and
- train staff and provide appropriate equipment and resources to ensure the continuous improvement of the QMS.

The ISO 9001:2015 Standard is published by the ISO, which is a worldwide federation of national



standards bodies (ISO member bodies). 'This ISO provides the fundamental concepts, principles and vocabulary for QMS and proposes a well-defined QMS, based on a framework that integrates established fundamental concepts, principles, processes and resources related to quality, in order to help organisations realize their objectives.'<sup>1</sup>

'This ISO employs the process approach, which incorporates the Plan-Do-Check-Act ('PDCA cycle'), and risk-based thinking.'<sup>2</sup> Council has determined the scope of the applicability of the QMS as the provision for design, construction and the maintenance of the South Burnett road network. Council has clearly defined processes needed for its QMS and has determined the inputs and the expected outputs, allocated resources, and assigned responsibilities for these processes, including monitoring against performance indicators to ensure these defined processes achieve their intended results.

Council has established a Corporate Risk and Internal Audit Framework including Risk Registers/Treatment Plans that ensures the necessary processes and actions to identify, review and address corporate risks are undertaken in a timely manner. For the management review process, a two (2) tier structure comprising of an Infrastructure Management Group and an Infrastructure Working Group has been established. These working groups facilitate the identification of corporate risks and have the capability and authority to undertake suitable actions to address the corporate risks and take corrective action where required and identify opportunities for improvement so that the QMS can achieve its intended results.

In accordance with the quality management principles contained within the ISO 9001:2015 Standard, this policy aims to apply the following principles to improve the performance of the Department:

- **Customer Focus**
  - Professional and efficient service delivery
  - Suitable Communication
  - Acceptable Response Time
- **Leadership**
  - Direction
  - Support
  - Culture
- **Engagement of people**
  - Motivation
  - Ownership
  - Inclusive participation
- **Process approach**
  - Quality
  - Timely
  - Consistent
- **Improvement**
  - Key phase management
  - Continual review
- **Evidence-based decision making**
- **Relationship management**
  - Cooperation
  - Innovative partner
  - Trusted Advisor

### 3. GENERAL INFORMATION

In accordance with the *Local Government Act 2009*, Council adopts an Annual Operational Plan which identifies specific works to be undertaken and services to be provided in order to progress the long-term objectives set out in Council's Corporate Plan. An assessment of the Department's performance in implementing its Corporate and Annual Operational Plans will be monitored with quarterly Annual Operational Plan reviews and the progress reported in Council's Annual Report.

<sup>1</sup> <https://www.iso.org/obp/ui/#iso:std:iso:9000:ed-4:v1:en>  
<sup>2</sup> ISO 9001:2015(E) p.7

### 3.1. Communication

Department divisional meetings are held on a quarterly basis, where the Infrastructure Management Group and Senior Executive Team ('SET') officers meet with the entire workforce of the Department to communicate planned actions to achieve improvements to current business processes, actions to address risks and opportunities, and inform the workforce on the impact of any major changes in the legislation. This ensures that the planned strategic direction is clearly communicated to officers at all levels and officers are aware of their roles and responsibilities in ensuring the intended results are achieved.

Communication of the Department's QMS objectives is also achieved through the Infrastructure Management Group and Infrastructure Working Group meetings, officer inductions and team meetings. Information to officers is also relayed via regular emails, awareness sessions and monthly newsletters which are accessible on the Council's intranet.

### 3.2. Key Performance Indicators

The Performance Measurement Framework sets the criteria for the specific Key Performance Indicators critical to works and service delivery provided by the Works Branch of the Infrastructure Department, as identified in the Council's annual Operational Plan.

The strategic direction and achievement in implementing the Operational Plan activities and Key Performance Indicators are assessed via quarterly reviews and updates.

This Policy aims to apply the quality management principles pertinent to standards for service deliverables and professional performance criteria of the ISO 9001:2015 Standard to:

- **Accreditation** - Maintain the ISO 9001:2015 certification by continually reviewing operational systems and strategies complying to the requirements of this Standard and implementing new systems as required to remain adapt in the responsibilities of the organisational commitments.
- **Improvements** - Review and implement outstanding improvement action requests (IAR) throughout the year with an 90% target completion rate. Customer Requests actioned with due diligence and closure within 30 calendar days from notice. Implementation of strategic Project Management Framework with consistent and holistic principals. Continual performance improvement and review process with innovation as the key charter.
- **Audits** – Undertake the scheduled internal audits throughout the year with a 90% target completion rate.
- **Document and record control** – Portfolio Management System captures all documents, records and data related to the Quality Management System with a 90% target capture rate.
- **Business Processes** – QMS Procedures are reviewed to enable effective operation and control of processes, in accordance with the annual review schedule, with a 90% target completion rate.

## 4. DEFINITIONS

**Annual Operational Plan** – The Annual Operational Plan details the activities and projects planned to achieve our goals on the Corporate Plan.

**Corporate Plan**– The Corporate Plan outlines South Burnett Regional Council's goals and strategies providing Council with the direction for the period of five (5) financial years.

**NATA Accreditation** – The National Association of Testing Authorities ('NATA') is the national accreditation body for Australia. Accreditation provides a means of determining, formally recognising

and promoting that an organisation is competent to perform specific types of conformity assessment activities.

**ISO 9001:2015(E)** – This is firmly established as the globally implemented Standard for providing assurance about the ability to satisfy quality requirements and to enhance customer satisfaction in supplier-customer relationships. This Standard was published by the International Organisation for Standardisation (ISO).

**AS/NZS ISO 9001:2016** – This Standard is identical with and has been reproduced from ISO 9001:2015(E) Quality Management Systems - Requirements. This Australian/New Zealand Standard AS/NZS ISO 9001:2016 was prepared by the Joint Standards Australia/Standards New Zealand Committee QR-008, Quality Systems, to supersede AS/NZS ISO 9001:2008.

#### **5. LEGISLATIVE REFERENCE**

*Local Government Act 2009*

ISO 9001:2015(E) Quality Management Systems – Requirements

AS/NZS ISO 9001:2016 Quality Management Systems – Requirements

#### **6. RELATED DOCUMENTS**

Employee Code of Conduct Policy

Infrastructure Quality Manual

Roads and Drainage - Construction Activities Manual

Roads and Drainage - Maintenance Activities Manual

Design and Technical Services – Procedures Manual

#### **7. NEXT REVIEW**

As prescribed by legislation or every two (2) years – May 2023



**8. VERSION CONTROL**

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	New Policy		2745006

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:

**9.9 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL TRADE WASTE MANAGEMENT POLICY - STATUTORY-036****File Number:** IR 2794247**Author:** General Manager Finance and Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Trade Waste Management Policy – Statutory-036 as presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**SUMMARY**

Committee Resolution 2021/119

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Trade Waste Management Policy – Statutory-036 be adopted as presented.

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 the South Burnett Regional Council Trade Waste Management Policy – Statutory-036 be adopted as presented.

**BACKGROUND**

Presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021.

**ATTACHMENTS**

1. **South Burnett Regional Council Trade Waste Management Policy - Statutory-036** [↓](#) 



**POLICY CATEGORY - NUMBER:** Statutory - 036  
**POLICY OWNER:** Water & Wastewater  
**ECM ID:** 2794247  
**ADOPTED:**

## Trade Waste Management Policy

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

### Table of Contents

1. POLICY STATEMENT .....	1
2. SCOPE .....	1
3. GENERAL INFORMATION .....	1
4. DEFINITIONS .....	3
5. LEGISLATIVE REFERENCE .....	3
6. RELATED DOCUMENTS .....	3
7. NEXT REVIEW .....	3
8. VERSION CONTROL .....	3

### 1. POLICY STATEMENT

The purpose of this policy is to set guidelines for the disposal and management of trade waste in the South Burnett Regional Council ('Council') jurisdiction. Overarching principles in the framework include environmental sustainability and community safety, with due regards to Council's legislative responsibilities and obligations.

### 2. SCOPE

The policy applies to all generators of trade waste, including institutional, commercial and industrial premises, discharging trade waste into Council's wastewater network.

The objectives of Council in controlling the discharge of trade waste into the wastewater system are:

- To safeguard public health and the environment;
- To prevent harm or injury to wastewater employees;
- To safeguard the wastewater system against damage, blockage or surcharging;
- To exclude non-biodegradable and potentially harmful substances that may:
  - cause the wastewater treatment process to fail;
  - render effluent or sludge unacceptable for re-use or disposal;
  - cause odours;
  - cause physical damage to infrastructure;
- To equitably recover the cost of services to commerce and industry including the cost of conveyance, treatment and damage to the wastewater systems; and
- To provide operational data on the volume and composition of industrial effluent to assist in the operation of the wastewater system and the design of augmentations or new wastewater systems.

### 3. GENERAL INFORMATION

Council's Water and Wastewater Branch is responsible for the collection, transport, treatment and disposal of domestic wastewater in the region.

Council operates several Wastewater Treatment Plants ('WWTPs') in the region. The WWTPs are

based on biological processes to convert biodegradable components of wastewater into inert substances and sludge for further treatment. Treated wastewater is either reused for irrigation or disposed under an environmental authority. Dried sludge is carted offsite and used as a fertiliser resource or for compost processing.

Council is committed to complying with legislative requirements for the management of wastewater including the provision of a safe work environment for employees and protecting the environment. Council can only achieve this via controlling what is disposed into the wastewater network and ultimately treated at the WWTPs. This policy assists Council in:

- Ensuring that the Council's wastewater assets continue to operate in a reliable, safe and environmentally sustainable manner;
- Complying with relevant legislation and regulations;
- Implementing management procedures in line with best industry practices; and
- Allocating and recovering costs from generators.

### **3.1. Roles and Responsibilities**

The roles and responsibilities in relation to this policy are:

- Councillors adopt the policy and provide leadership and stewardship of trade waste management principles and long-term planning.
- The Chief Executive Officer ('CEO') has overall responsibility for developing business processes, systems, organisational policies and procedures and reporting on the status and effectiveness of management within Council.
- The General Manager Infrastructure and the Manager Water & Wastewater are responsible for developing plans, implementing business processes, systems, organisational policies and procedures to ensure the reliable delivery of services.
- Employees with management or supervisory responsibilities will be held accountable for the management of assets within their areas of responsibility as determined under the trade waste management plan.
- Employees will be tasked based on the relevant trade waste management plan and will be responsible for the timely completion of assigned tasks.

### **3.2. Trade Waste Management Plan**

Council has developed and implements a plan for trade waste management, called the Trade Waste Management Plan ('TWMP'), which details specific requirements in the implementation and compliance of this policy, and manages trade waste entering its wastewater system.

The TWMP will address at least the following:

- Control of trade waste;
- Trade waste discharge categories;
- Wastewater admission limits;
- Trade waste charges and fee;
- Trade waste application approval procedures, content and conditions;
- Inspection and monitoring requirements;
- Determination of discharge quantity and quality;
- Pre-treatment requirements; and
- Implementation provisions.

The TWMP will be approved by Council. The TWMP is a component of the Council's Water & Wastewater Branch under the Infrastructure Department.

**4. DEFINITIONS**

**Councillor** means Councillor, of a local government, includes the Mayor.

**Employee** means a person employed by Council who performs work, under the direction and control of Council, on an ongoing basis with an ongoing expectation of work entitled to superannuation contributions paid by Council.

**Trade Waste**<sup>1</sup> means the waterborne wastes from any industry, business, trade or manufacturing premises, other than:

- waste that is a prohibited substance; or
- human waste; or
- stormwater.

**5. LEGISLATIVE REFERENCE**

*Local Government Act 2009*  
*Water Supply (Safety and Reliability) Act 2008*

**6. RELATED DOCUMENTS**

Trade Waste Management Plan  
 Trade Waste Application Form  
 Water and Wastewater Customer Service Standards

**7. NEXT REVIEW**

As prescribed by legislation or every two (2) years – <to be inserted>

**8. VERSION CONTROL**

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	New Policy	22 October 2014	1378281
2	Review of Policy		

Mark Pitt PSM  
**CHIEF EXECUTIVE OFFICER**

Date:

<sup>1</sup> *Schedule C - Water Supply (Safety and Reliability) Act 2008*

**9.10 MONTHLY FINANCIAL REPORT****File Number:** 26.05.2021**Author:** Coordinator Finance**Authoriser:** Chief Executive Officer**PRECIS**Monthly Financial Report as at 30<sup>th</sup> April 2021**SUMMARY**

The following information provides Council's financial position as at the 30<sup>th</sup> of April 2021.

---

**OFFICER'S RECOMMENDATION**

That the Monthly Financial Report including Capital Works and Works for Queensland as at 30<sup>th</sup> of April 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 30<sup>th</sup> April 2021, Council's net operating result was a profit of \$3.728m and is on track to come in under the third quarter review's net operating result for this financial year. Cash at the end of the period was \$45.997m which was a decrease from the March period of \$3.058m. Council's ratios are all within the expected target ranges apart from the current ratio which is sitting at 4.79 which is above the upper target of 4.00. As the cash balance decreases over the next few months, this ratio should reduce to be closer to the 4.00 target by the end of June. The capital expenditure program is currently sitting at \$29.752m in actual and committed expenditure which equates to approximately 77.22% of the total budget available to spend. Water and Wastewater comprehensive revaluations have been completed by the external valuers and has resulted in a decrease in written down value for these asset classes of approximately \$10.7m. Finance are working on completing the 4<sup>th</sup> quarter review after the end of May to better predict the end of year position. Auditors are also on-site during May to perform their pre end of year checks and sampling.

### **ATTACHMENTS**

1. **Monthly Meeting Report For The Period Ending 30th April 2021**  



**South Burnett Regional Council**  
**Monthly Financial Report**  
Interim April 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 30 April 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 between now and end of June 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. Increases in income from shop rental, bulk water sales and commercial waste revenue have also had an impact so far this year.
- 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 and fuel costs.
- 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 April 2021 was \$45.997m with \$21.898m of this currently classed as restricted cash.
- Council's ratios are all within target ranges with the exception of the current ratio which at 4.79 is above the upper target of 4. Finance are predicting that this ratio will further decrease closer to the upper target by the end of June, though this will be dependent on timing of grant revenue over the next few months.
- Council's capital expenditure program is currently sitting at \$29.752m in actual and committed expenditure which equates to approximately 77.2% of the total budget available to spend. Council is focusing on completing projects that are directly funded by grant income to ensure that monies for those programs are spent by their due dates.
- Current predictions by Finance are indicating that Council will finish the year with a net operating loss closer to the original budget. This will be heavily dependent on the end of year adjustments which include contract asset and contract liability movements as well as landfill, gravel and long service leave provisions which are greatly influenced by end of June discount rates.

## Contents

<b>1.0</b>	<b>INTERIM STATEMENT OF FINANCIAL PERFORMANCE (INCOME STATEMENT)</b>	<b>2</b>
2.1	INCOME STATEMENT SPLIT BY DEPARTMENT	3
2.2	REVENUE	4
2.2.1	<i>Rates Levies and Charges</i>	4
2.2.2	<i>Fees and Charges</i>	4
2.2.3	<i>Rental Income</i>	5
2.2.4	<i>Interest Received</i>	6
2.2.5	<i>Sales Revenue</i>	6
2.2.6	<i>Other Income</i>	7
2.2.7	<i>Operational Grants</i>	7
2.2.8	<i>Capital Grants</i>	7
2.3	EXPENDITURE	8
2.3.1	<i>Employee Benefits</i>	8
2.3.2	<i>Materials and Services</i>	9
2.3.3	<i>Finance Costs</i>	9
2.3.4	<i>Depreciation</i>	10
2.3.5	<i>Capital Expense</i>	11
<b>3.0</b>	<b>INTERIM STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)</b>	<b>12</b>
3.1	CURRENT ASSETS	13
3.1.1	<i>Cash and Cash Equivalents</i>	13
3.1.2	<i>Trade and Other Receivables</i>	14
3.1.3	<i>Inventories</i>	18
3.2	NON-CURRENT ASSETS	18
3.2.1	<i>Trade and Other Receivables</i>	18
3.2.2	<i>Property, Plant and Equipment</i>	18
3.2.3	<i>Right of Use Assets</i>	29
3.2.4	<i>Intangible Assets</i>	29
3.3	LIABILITIES	29
3.3.1	<i>Trade and other Payables</i>	29
3.3.2	<i>Borrowings</i>	29
3.3.3	<i>Lease Liabilities</i>	29
3.3.4	<i>Provisions</i>	29
3.3.5	<i>Other Liabilities</i>	30
<b>4.0</b>	<b>INTERIM CASH FLOW</b>	<b>31</b>
<b>5.0</b>	<b>INTERIM CHANGES IN EQUITY</b>	<b>33</b>
<b>6.0</b>	<b>FINANCIAL RATIOS</b>	<b>34</b>
<b>7.0</b>	<b>LONG TERM FINANCIAL FORECAST</b>	<b>38</b>
7.1	INCOME AND EXPENDITURE STATEMENTS	39
7.2	FINANCIAL POSITION	41
7.3	CASH FLOW	43
7.4	CHANGES IN EQUITY	45
<b>8.0</b>	<b>INVESTMENTS</b>	<b>46</b>
<b>9.0</b>	<b>WORKS FOR QUEENSLAND</b>	<b>48</b>
9.1	WORKS FOR QUEENSLAND ROUND 3	48
9.2	WORKS FOR QUEENSLAND ROUND 4 – COVID	49
<b>10.0</b>	<b>PROCUREMENT UPDATE</b>	<b>50</b>
<b>11.0</b>	<b>RATES UPDATE</b>	<b>50</b>

**1.0 Interim Statement of Financial Performance (Income Statement)**

**Statement of Comprehensive Income**

as at 30 April 2021  
83% of Year Complete

	2021	Original Budget	Amended Budget	Variance
	\$	\$	\$	%
<b>Income</b>				
<b>Revenue</b>				
<b>Recurrent Revenue</b>				
Rates, Levies and Charges	49,947,029	50,092,435	49,893,435	100%
Fees and Charges	4,842,194	3,830,704	4,649,293	104%
Rental Income	390,079	319,954	317,209	123%
Interest Received	541,012	1,016,500	620,500	87%
Sales Revenue	2,033,123	3,025,851	3,360,851	60%
Other Income	855,686	748,975	1,007,475	85%
Grants, Subsidies, Contributions and Donations	4,556,006	8,057,698	9,409,112	48%
	<u>63,165,128</u>	<u>67,092,117</u>	<u>69,257,875</u>	<u>91%</u>
<b>Capital Revenue</b>				
Grants, Subsidies, Contribution and Donations	7,607,692	17,409,799	12,676,452	60%
	<u>70,772,820</u>	<u>84,501,916</u>	<u>81,934,327</u>	<u>86%</u>
<b>Expenses</b>				
<b>Recurrent Expenses</b>				
Employee Benefits	19,964,153	24,215,197	24,048,468	83%
Materials and Services	20,235,717	22,821,228	26,015,016	78%
Finance Costs	1,757,958	2,301,704	2,325,704	76%
Depreciation and Amortisation	17,479,587	21,429,487	21,429,487	82%
	<u>59,437,415</u>	<u>70,767,616</u>	<u>73,818,675</u>	<u>81%</u>
<b>Capital Expense</b>				
	1,987,322	(400,000)	(400,000)	-497%
	<u>61,424,737</u>	<u>70,367,616</u>	<u>73,418,675</u>	<u>84%</u>
<b>Total Income</b>	<u>70,772,820</u>	<u>84,501,916</u>	<u>81,934,327</u>	<u>86%</u>
<b>Total Expense</b>	<u>61,424,737</u>	<u>70,367,616</u>	<u>73,418,675</u>	<u>84%</u>
<b>Net Result</b>	<u>9,348,083</u>	<u>14,134,300</u>	<u>8,515,651</u>	
<b>Net Operating Result</b>	<u>3,727,713</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	\$ 10,742,271	\$ 10,463,681	\$ 10,721,391	100%	\$ 8,440,519	\$ 10,148,249	\$ 10,318,249	82%
Wastewater	\$ 6,010,630	\$ 6,042,973	\$ 6,042,973	99%	\$ 4,686,248	\$ 5,437,917	\$ 5,437,917	80%
Waste	\$ 5,908,225	\$ 5,669,992	\$ 5,730,671	103%	\$ 4,233,781	\$ 5,507,355	\$ 5,568,034	76%
Plant and Fleet	\$ 71,757	\$ 151,000	\$ 151,000	48%	\$ 1,286,256	\$ 249,000	\$ 557,760	231%
Genops	\$ 48,038,937	\$ 62,174,270	\$ 59,288,292	81%	\$ 45,350,445	\$ 49,523,095	\$ 52,652,236	86%
<b>Total</b>	<b>\$ 70,772,820</b>	<b>\$ 84,501,916</b>	<b>\$ 81,934,327</b>	<b>86%</b>	<b>\$ 61,424,737</b>	<b>\$ 70,367,616</b>	<b>\$ 73,418,676</b>	<b>84%</b>

### 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. At this stage it isn’t predicted that fleet will reach the budgeted revenue and will be adjusted in the 4<sup>th</sup> quarter review.
- While Genops overall is tracking okay, revenue streams such as grants, and sales revenue are under budget due to timing in when revenue is invoiced. The only risks in not obtaining the budgeted revenue for this area relates to:
  - the Niagara Rd contribution which looks like it may end up being under the \$3.5m spend that was predicted in the 3<sup>rd</sup> quarter review.
  - Any end of year adjustments needed for grants to account for any contract asset or contract liability that has arisen at 30 June.

### 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. Finance does not envisage that fleet will go over budget for this financial year.
- 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. Waste is still on track to meet budget for this financial year however this will depend on the provision adjustments.
- Sewerage expenses are currently over budget for materials and services. Some of this is a timing from annual environmental protection permits. Increases in chemicals, general materials and preparation of irrigation produce seem to be a contributing factor to this area being over budget.
- 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**

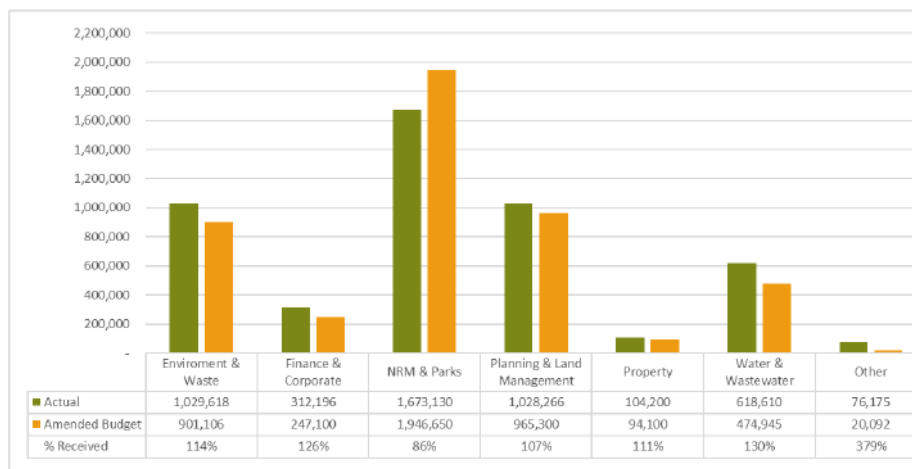
This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

<i>Rates or Charges</i>	<i>ACTUALS 2020/2021</i>	<i>AMENDED BUDGET 2020/2021</i>
General Rates	\$ 28,738,040	\$ 28,709,347
Quarry Special Charge	\$ 8,929	\$ -
Water Charges	\$ 10,144,818	\$ 10,315,723
Sewerage Charges	\$ 5,853,176	\$ 5,828,973
Waste Collection Charges	\$ 2,263,667	\$ 2,174,107
Community Rescue and Evacuation Levy	\$ 87,776	\$ 70,000
Waste Management Levy	\$ 2,852,498	\$ 2,795,285
Memerambi Estate Levies	-\$ 1,875	\$ -
<b>Total</b>	<b>\$ 49,947,029</b>	<b>\$ 49,893,435</b>

As at 30 April 2021, rates, levies and charges are tracking above target at 100%.

**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 30 April 2021, fees and charges are tracking above target at 104%. The major contributors of the year to date actuals being above target are:

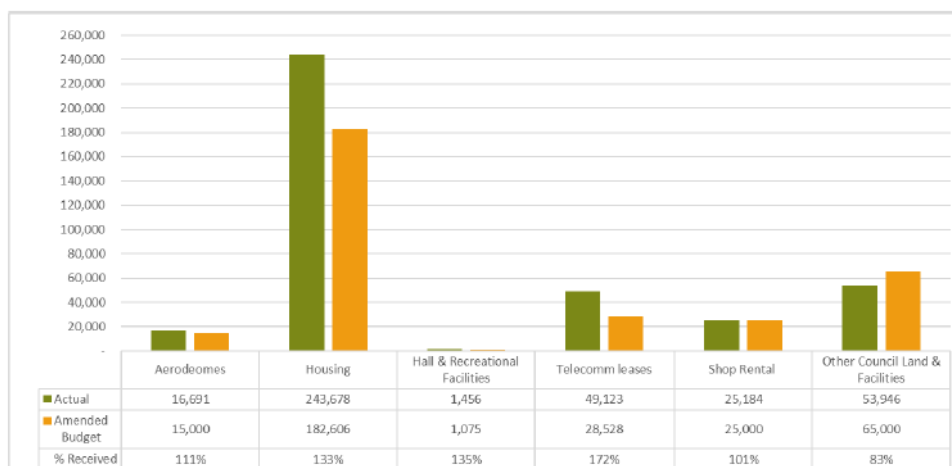
- Planning has seen an increase in building and development applications in the half of this financial year partly due to the announcement of the Federal Government's Home Builder Grant.
- Finance has seen increases in income from rates searches due to influxes in property and land sales.

- Environment and waste have run annual charges for both animal registrations and food permits.
- NRM and Parks are above budget due to increases in accommodation rental at both Yallakool and Boondooma Dam Tourist Parks. There are some offsets in expenses for these business units due to the additional usage.
- 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. Most of the pools in the area are now in their off season and have closed until September.

**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 30 April 2021, rental income is tracking high at 123% due to timing in annual rental of various facilities, including telecommunication towers. Housing and shop rental have also contributed to the increase significantly. Their will be some decreases to come for end of year adjustments to account for any prepaid annual rental. Finance does not envisage that this will be of a significant value.

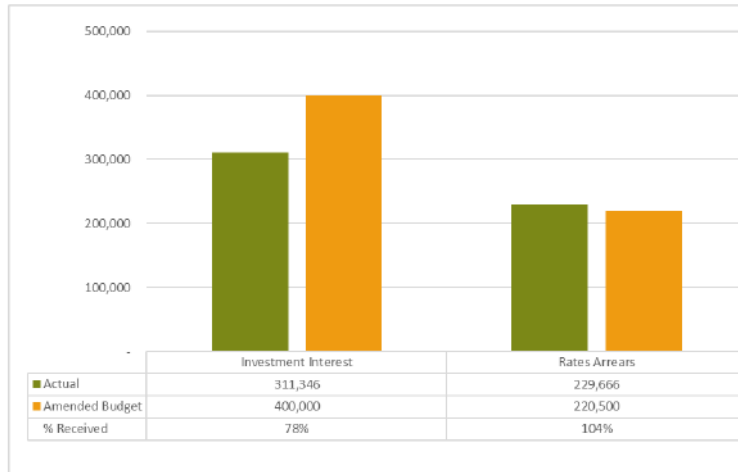




**2.2.4 Interest Received**

Interest revenue includes interest on investments and rate arrears.

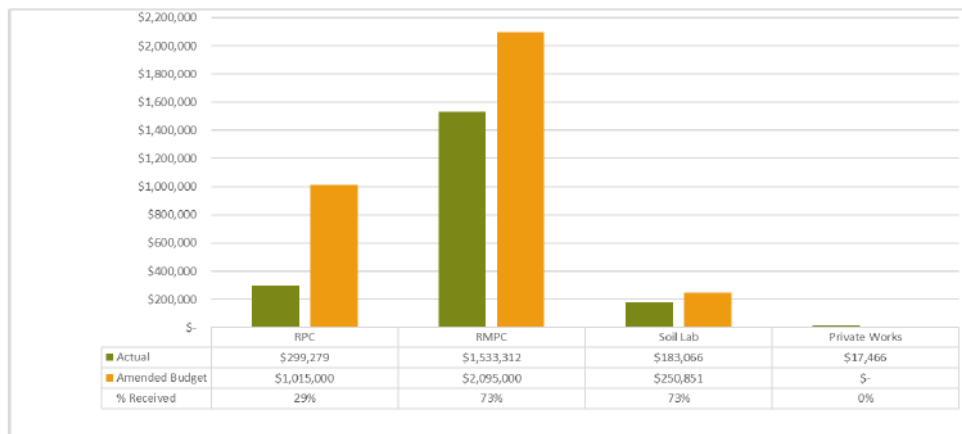
As at 30 April 2021, interest received is tracking just over the expected threshold at 87%. Finance is predicting that investment interest may come in under budget slightly for the end of June, however there will be a small offset to counteract some of this effect in rates interest.



**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 30 April 2021, sales revenue is tracking below target at 60% however RPC works were mainly forecasted to be performed in the 2<sup>nd</sup> half of the financial year, with claims expected to be processed in May worth approximately \$180k. RMPC claims for March and April are being prepared and will be submitted in May. At this stage, everything is on track for sales revenue to hit budget for end of June.



### 2.2.6 Other Income

Other income is sundry income derived from all other sources.

As at 30 April 2021, other income is tracking above target at 85%. 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.

<i>Income Stream</i>	<i>Actual</i>	<i>Amended Budget</i>	<i>% Received</i>
VIC Income	\$ 98,769	\$ 110,800	89%
Art Gallery Income	\$ 22	\$ 500	4%
Pool Income	\$ 38,365	\$ 38,000	101%
Irrigation Income	\$ 48,368	\$ 100,000	48%
Fines	\$ 39,024	\$ 4,000	976%
Scrap Steel	\$ 57,430	\$ 116,000	50%
Library Sales	\$ 2,750	\$ 3,730	74%
Museum Sales	\$ 2,115	\$ 2,500	85%
Agency Income	\$ 50,068	\$ 40,895	122%
Tourist Parks	\$ 325,876	\$ 315,000	103%
Legal Recovery	\$ 64,556	\$ 190,000	34%
Insurance Claims	\$ 17,814	\$ 20,000	89%
Misc Other	\$ 110,530	\$ 66,050	167%
<b>Total</b>	<b>\$ 855,686</b>	<b>\$ 1,007,475</b>	

### 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 30 April 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. Council will also receive an additional \$579k in operational grant income as part of the funds left over from the National Water Infrastructure Development Fund.

### 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 30 April 2021, capital grants are tracking low at 60%. The receipt of most capital grant revenue depends on grant acquittals, submission of programs and or percentage of works completed by Council. There is potential that Council may come under budget for Capital



Grants for this financial year due to timing in spending on the Niagara Road project. This will be reviewed in the 4<sup>th</sup> quarter review to better estimate the end of June expected position.

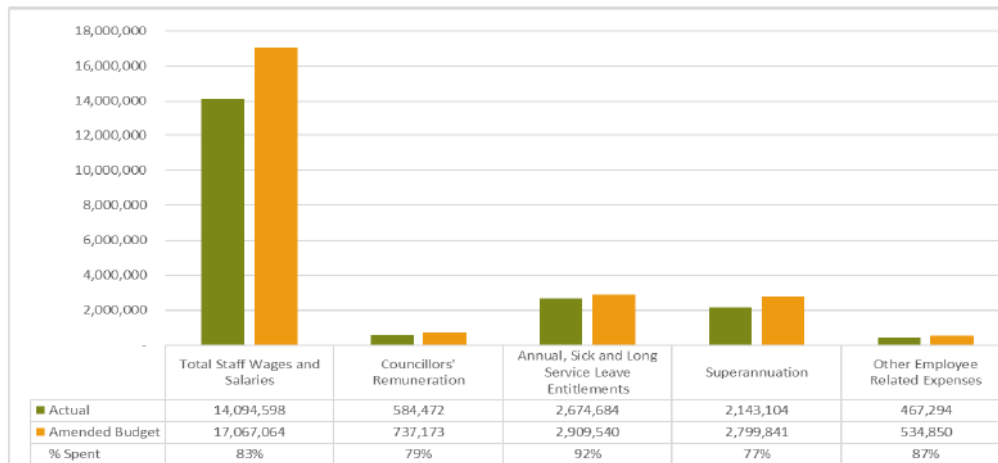
Council has so far received the initial 50% payment for the W4Q round 4 COVID, 50% from the Local Roads and Community Infrastructure Program, \$2.2m from RTR funding, \$522k from TIDS claims, \$84k for a contribution towards a park upgrade and \$394k in DCP grant funding has been released from contract 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 30 April 2021, employee benefits are tracking on target at 83% and will continue to be closely monitored. Annual leave is tracking over target 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 30 April 2021, materials and services are tracking slightly under budget at 78%. The current variances are mainly due to:

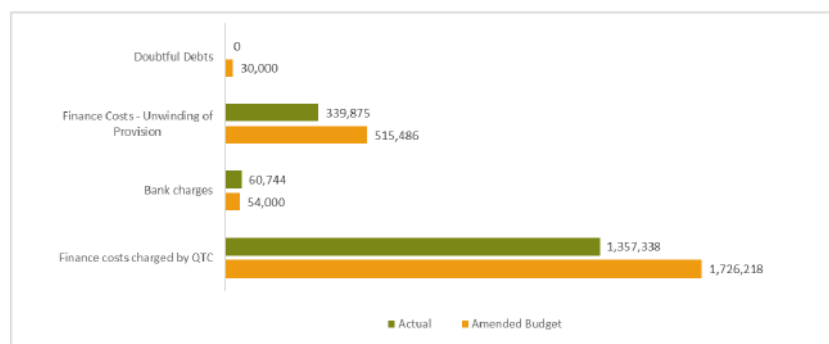
- Timing in yearly Insurance, fleet registrations, Land Valuation, IT licences and LGAQ membership expenses.
- Timing in fuel costs.
- Timing in waste contractor and commercial waste levy expenses still to be billed.
- Timing in disaster management expenditure – this is offset by grant income under the 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	451,230	625,368	72%
Materials	13,773,455	19,475,529	71%
Services	7,795,240	7,832,633	100%
Internal Plant Charges	5,588,819	6,569,590	85%
Internal Plant Recoveries	- 7,373,027	- 8,488,104	87%
	<b>20,235,717</b>	<b>26,015,016</b>	

**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 30 April 2021, finance costs are tracking below target at 76% 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 come under budget due to favourable changes to discount rates from February onwards. 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 expense is an accounting measure that estimates asset consumption of South Burnett Regional Council's property, infrastructure, plant and equipment based on the most recent asset valuations, useful lives and levels of service.

Depreciation expense varies by asset class based on asset value, componentisation and useful lives. Other factors that impact on monthly depreciation expense include processing of work in progress and asset disposals. Capitalisation (processing of work in progress) effects depreciation expense as this is the allocation of capital expenditure to the relevant asset/s as at completion date, increasing the value for depreciation.

As at 30 April 2021, depreciation is tracking just under target at 82%. The below table lists depreciation expense against budget by asset class as well as the work in progress balance at month end.

<i>Asset Class</i>	<i>Actual YTD</i>	<i>Amended Budget</i>	<i>% of Budget</i>	<i>YTD Work in Progress</i>
Depreciation Plant & Equipment	34,131.75	0.00	0%	-
Depreciation Office Equipment	296,131.03	308,760.00	96%	69,929.75
Depreciation Buildings	2,864,190.87	3,628,313.98	79%	3,041,395.37
Depreciation Roads, Bridges & Footpaths	8,420,673.46	10,140,129.32	83%	9,162,534.23
Depreciation Water Supply Networks	1,930,222.69	2,612,984.52	74%	1,801,404.80
Depreciation Sewerage Networks	1,527,829.01	1,691,119.75	90%	2,118,883.33
Depreciation Fleet	1,750,035.16	2,191,240.00	80%	-
Depreciation Stormwater	258,536.98	312,030.06	83%	-
Depreciation Waste Management	53,293.26	115,267.00	46%	9,331.82
Amortisation Intangible Assets	318,728.64	393,603.08	81%	93,446.21
Depreciation Right of Use Assets	25,814.33	36,039.00	72%	-
<b>Total Depreciation</b>	<b>17,479,587.18</b>	<b>21,429,486.71</b>	<b>82%</b>	<b>16,296,925.51</b>

Plant and Equipment is a new asset class which has been created to capture assets which are above the capitalisation threshold however should not be revalued, similar to items of Fleet.

Office depreciation is slightly up at 96% due to the capitalisation of a number of new and upgrade assets including; microwave radio and hardware, server hardware and the annual computer upgrade program.

Waste depreciation is under budget at 46% as there has been some reclassification of waste assets to sewerage which also explains why sewerage is also slightly high. Budget for depreciation expense by asset class will be reviewed in the fourth quarter.

Capitalisation of work in progress is now complete for water and sewerage asset classes however continues for all other asset classes, with the main focus on buildings and roads balances between now and 30 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	-\$ 406,375	-\$ 400,000	102%
Sale of Land	-\$ 15,081	\$ -	-
Sale of Buildings	-\$ 4,660	\$ -	-
Disposal of Office Equipment	\$ 49,062	\$ -	-
Disposal of Water	\$ 448,044	\$ -	-
Disposal of Roads	\$ 1,423,837	\$ -	-
Disposal of Buildings	\$ 174,856	\$ -	-
Disposal of Fleet	\$ 317,640	\$ -	-
<b>Total Capital Expense</b>	<b>\$ 1,987,322</b>	<b>-\$ 400,000</b>	<b>-497%</b>

**3.0 Interim Statement of Financial Position (Balance Sheet)**

**Statement of Financial Position**  
as at 30 April 2021

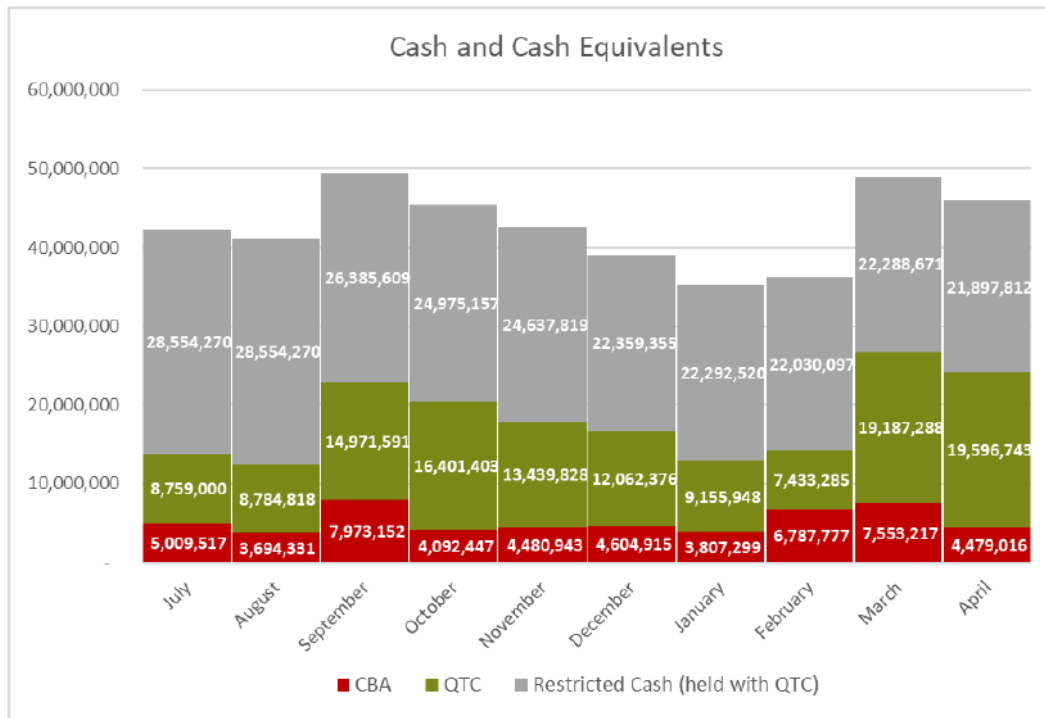
	2021 April \$	Original Budget \$	Amended Budget \$
<b>Current Assets</b>			
Cash and Cash Equivalents	45,996,928	43,116,747	35,667,869
Trade and Other Receivables	7,578,081	5,313,216	7,791,562
Inventories	823,576	772,356	772,356
Investments	-	-	-
<b>Total Current Assets</b>	<u>54,398,585</u>	<u>49,202,319</u>	<u>44,231,787</u>
<b>Non-Current Assets</b>			
Trade and Other Receivables	1,306,115	1,112,211	1,112,211
Property, Plant and Equipment	855,062,598	891,929,354	870,116,890
Right of Use Asset	864,261	1,019,397	854,036
Intangible Assets	8,095,428	7,899,364	8,099,364
<b>Total Non-Current Assets</b>	<u>865,328,402</u>	<u>901,960,326</u>	<u>880,182,502</u>
<b>TOTAL ASSETS</b>	<u>919,726,987</u>	<u>951,162,644</u>	<u>924,414,288</u>
<b>Current Liabilities</b>			
Trade and Other Payables	4,246,518	5,749,454	8,051,687
Borrowings	2,877,630	3,013,874	3,100,861
Lease Liabilities	24,260	-	21,523
Provisions	3,634,032	3,671,079	3,754,881
Other Liabilities	566,354	2,369,464	2,085,162
<b>Total Current Liabilities</b>	<u>11,348,793</u>	<u>14,803,871</u>	<u>17,014,113</u>
<b>Non-Current Liabilities</b>			
Trade and Other Payables	26,044	1,017,943	-
Borrowings	30,418,930	30,633,993	30,476,025
Lease Liabilities	861,518	-	859,451
Provisions	13,775,907	13,755,564	13,601,338
Other Liabilities	-	908,112	-
<b>Total Non-Current Liabilities</b>	<u>45,082,399</u>	<u>46,315,611</u>	<u>44,936,814</u>
<b>TOTAL LIABILITIES</b>	<u>56,431,192</u>	<u>61,119,482</u>	<u>61,950,927</u>
<b>NET COMMUNITY ASSETS</b>	<u>863,295,795</u>	<u>890,043,162</u>	<u>862,463,361</u>
<b>Community Equity</b>			
Retained Surplus/(Deficiency)	435,842,111	440,762,572	435,009,678
Asset Revaluation Surplus	427,453,684	449,280,590	427,453,683
<b>TOTAL COMMUNITY EQUITY</b>	<u>863,295,795</u>	<u>890,043,162</u>	<u>862,463,361</u>

**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 30 April 2021, Council's actual cash and cash equivalents balance was \$45,996,928. The below table shows the breakup of this balance sheet element (excluding cash drawers).



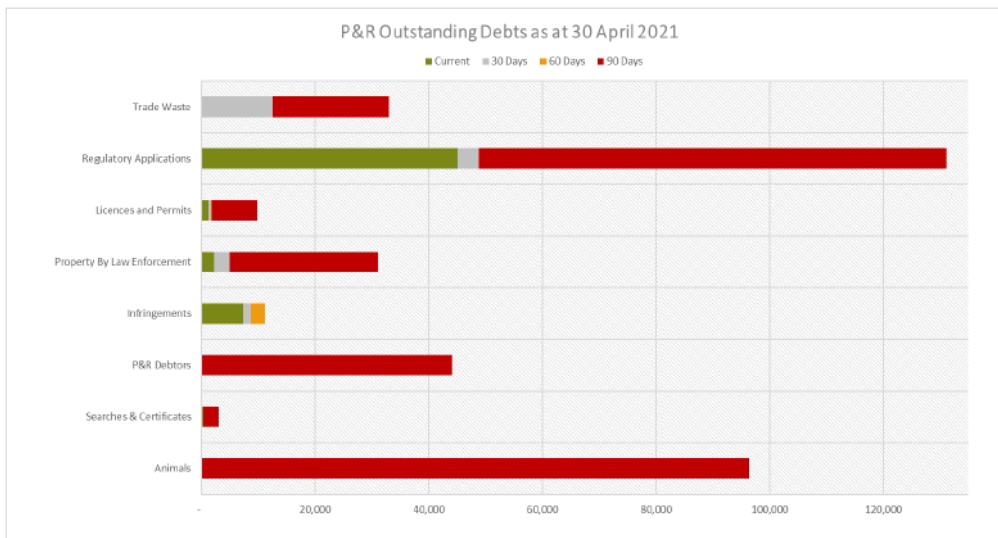
As at the 30 April 2021, the restricted cash balance was \$21.898m. This has decreased from the previous month by \$391k due to:

- The water department releasing prior year asset replacement funds of \$56k.
- Work in Progress funds being released for capital projects of \$136k.
- Release of funds from Building Condition Assessments of \$15k.
- Release of proceeds from sale of land \$49k.
- Release of unspent loans of \$134k for the Kingaroy Transformation Project – Kingaroy Streetscapes.

RESTRICTED CASH	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
Recurrent Expenditure	1,387,645	1,387,645	1,387,645	1,387,645	1,387,645	1,037,645	1,037,645	1,037,645	1,037,645	968,748
Future Capital Works										
Roads	2,997,467	2,997,467	2,311,674	2,303,225	2,303,225	1,691,616	1,680,375	1,676,121	3,016,351	3,016,351
Buildings	4,121,826	4,121,826	4,041,476	4,016,480	4,016,480	3,936,872	3,958,872	3,958,872	4,048,324	3,905,158
Waste	3,234,698	3,234,698	3,234,698	3,234,698	3,234,698	3,229,886	3,229,886	3,229,886	3,229,886	3,229,886
Land	25,322	25,322	25,322	25,322	25,322	25,322	25,322	25,322	25,322	25,322
Plant & ICT	1,317,211	1,317,211	958,782	298,987	298,987	-	-	-	-	-
Water	3,763,043	3,763,043	3,419,060	3,346,343	3,009,005	2,543,744	2,494,184	2,334,818	2,226,249	2,171,798
Wastewater	4,933,196	4,933,196	4,633,089	3,888,293	3,888,293	3,098,293	3,092,361	2,993,739	2,812,175	2,804,181
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	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	1,969,644	1,455,494
<b>Total</b>	<b>28,554,270</b>	<b>28,554,270</b>	<b>26,565,609</b>	<b>24,878,187</b>	<b>24,637,819</b>	<b>22,389,358</b>	<b>22,282,820</b>	<b>22,050,037</b>	<b>22,286,671</b>	<b>21,637,812</b>

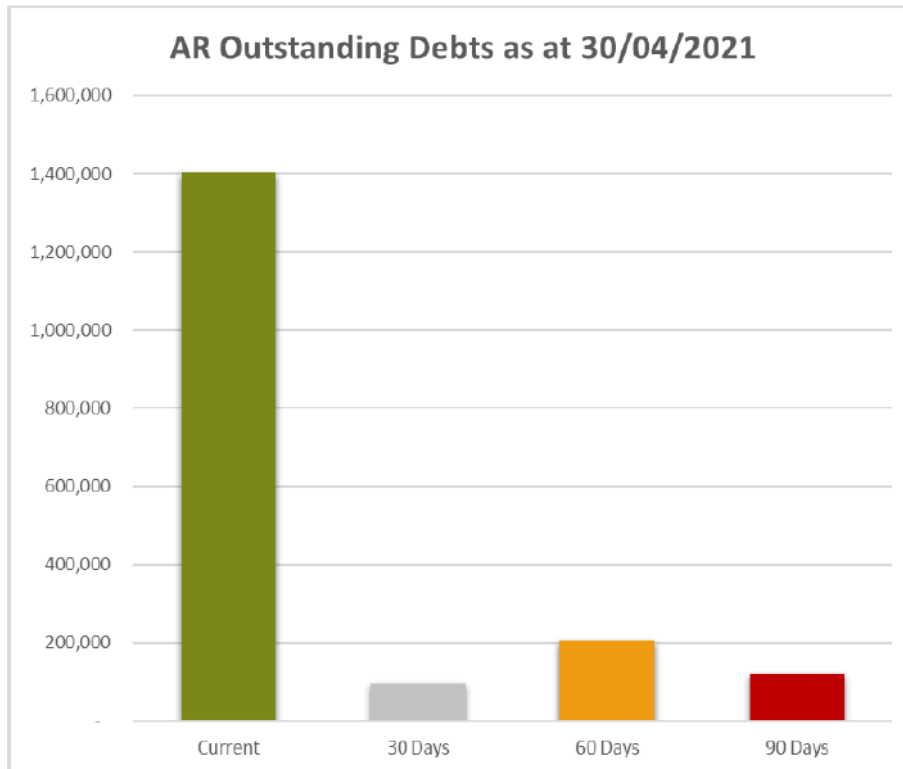
3.1.2 Trade and Other Receivables

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 \$280k in property and rating (P&R) debts above that are overdue by 90 days or more, \$26k is currently with debt collectors, \$11k are on payment plans, \$27k are having charges reversed due to withdrawn applications and should be all fixed up during May. \$167k are being actively pursued by Council staff with most of this relating to animal registrations. \$26k can be recovered when properties are sold, \$20k are being reviewed and will most likely proceed to debt collectors and \$3k are being considered for write-off and have been sent to the May Council meeting for approval.





The AR outstanding debts 90+ days has decreased by \$4k from last month. A total of 87% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council. The remaining 13% are being actively pursued by Council with a \$1k having been sent to this month's Council meeting for write-off due to being a bad debt and a further \$9k in dispute being negotiated with the customer.

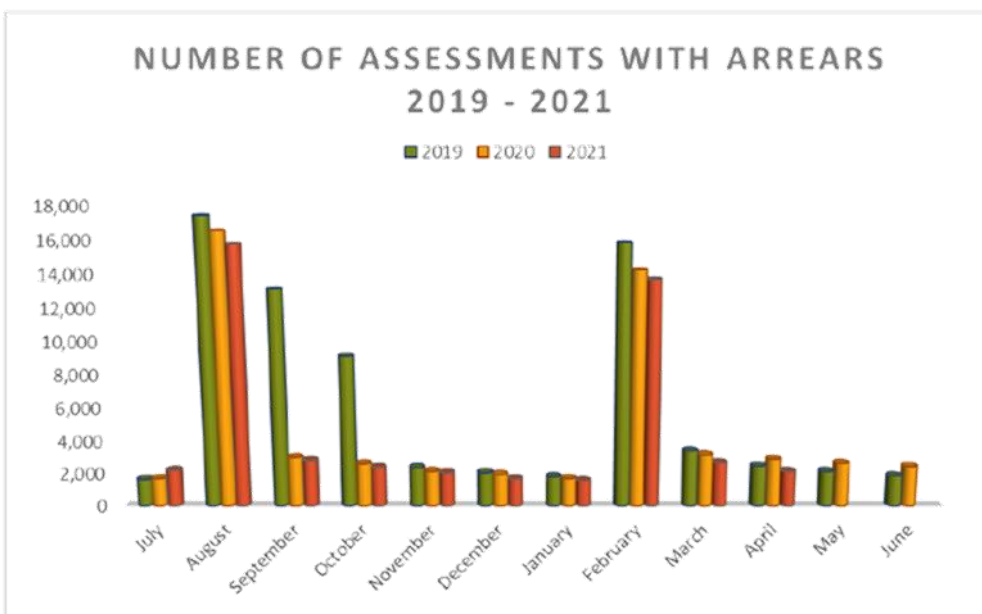
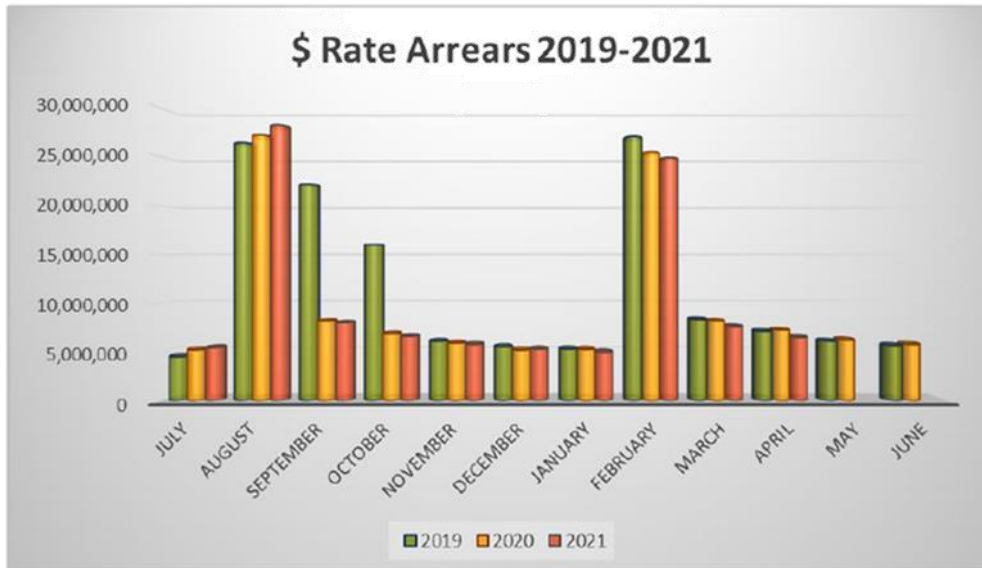
One of the debtors currently with debt collectors has proposed a payment plan with Council and we are awaiting the first payment.

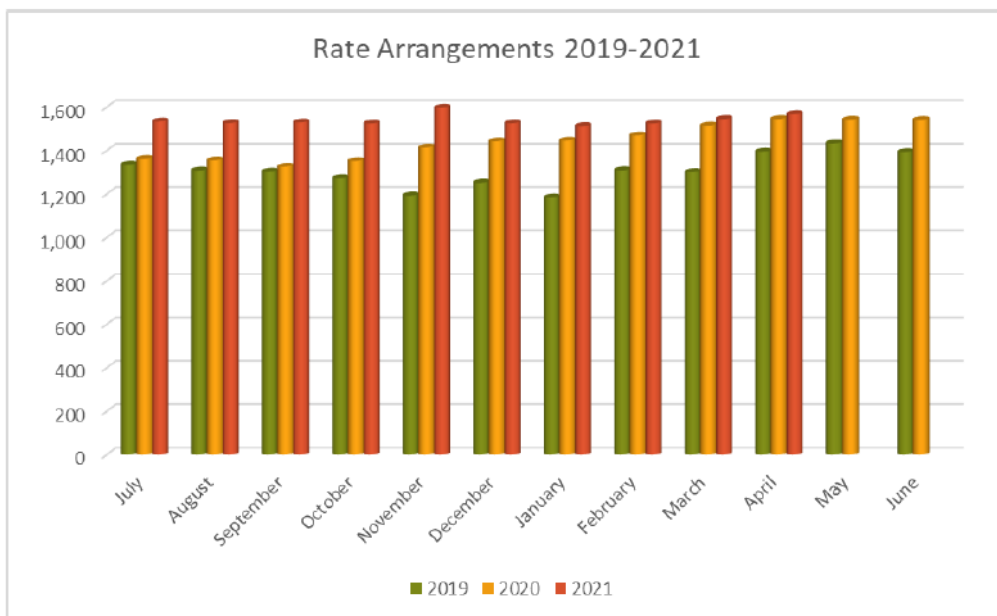
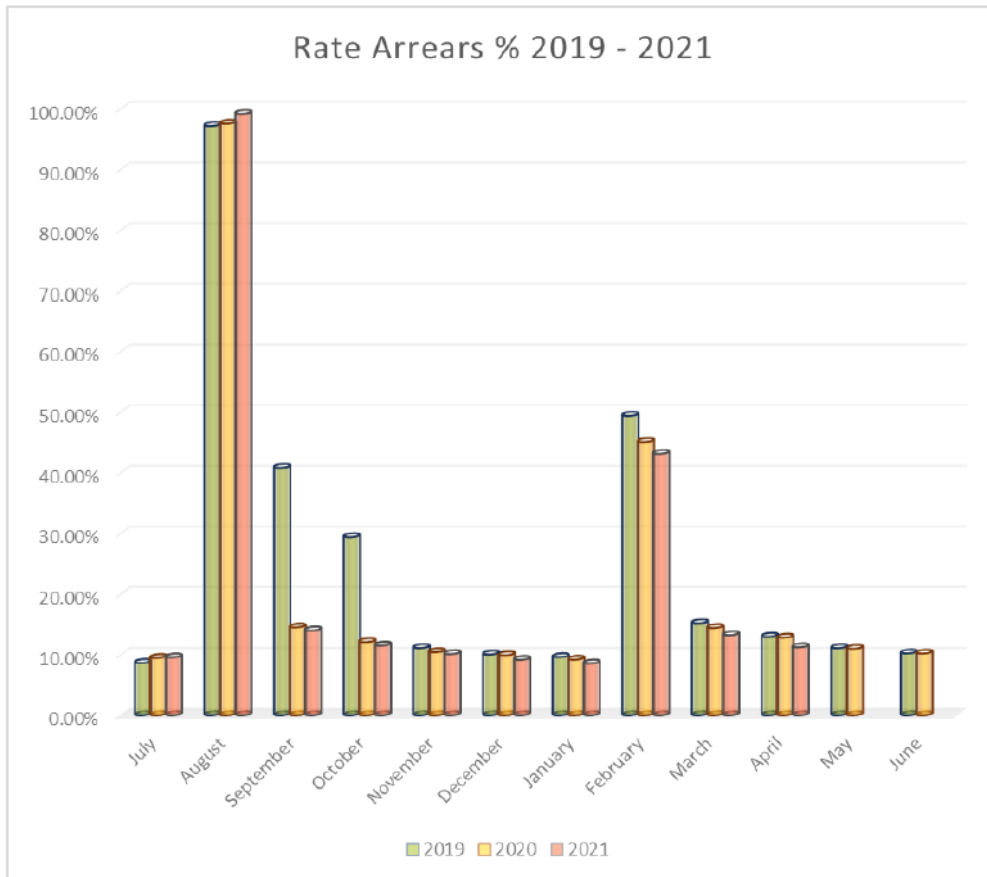
The below is a summary of the bad debt write-off proposed in a separate report in this month's Council meeting.

Invoice Date	Responsibility Code	Amount	Reason for Write-off
20/03/2020	CATTLE	\$ 55.80	Recommend write off due to multiple return to sender - No other contact detail.
16/08/2019	CATTLE	\$ 39.70	Due to incorrect paperwork received with incorrect debtor number wrong person was invoiced. Due to age & amount it was recommended to be write off.
23/09/2019	CATTLE	\$ 51.50	Return to sender - Called multiple times never answers/ call back.
6/05/2020	CATTLE	\$ 96.30	Recommend write off due to multiple return to sender - No other contact details.
4/12/2020	ENV & WAST	\$ 0.10	Under \$1 - unable to get customer to remember to pay. Low amount so not worth pursuing.
6/04/2020	ENV & WAST	\$ 0.10	Under \$1 - unable to get customer to remember to pay. Low amount so not worth pursuing.
13/10/2020	PROPERTY	\$ 0.09	Under \$1 - unable to get customer to remember to pay. Low amount so not worth pursuing.
6/05/2020	ENV & WAST	\$ 0.50	Under \$1 - unable to get customer to remember to pay. Low amount so not worth pursuing.
12/06/2019	PROPERTY	\$ 221.47	Return to sender - Called multiple times never answers/calls back.
26/04/2019	SOIL LAB	\$ 661.01	Recommend to write off due to 3 demand letters sent via email and post - tried different addresses - tried calling multiple times never answers/calls back.
15/05/2020	PLAN NIN G	\$ 50.00	Unable to obtain payment - due to low amount decision to write off.
30/04/2019	RATES	\$ 154.50	Search requested over the phone - Failed to obtain payment. Due to age and low amount write off is recommended.
14/08/2018	RATES	\$ 213.50	Search requested over the phone - Failed to obtain payment. Due to age and low amount write off is recommended.
13/10/2018	RATES	\$ 61.50	Search requested over the phone - Failed to obtain payment. Due to age and low amount write off is recommended.
24/01/2019	RATES	\$ 136.50	Search requested over the phone - Failed to obtain payment. Due to age and low amount write off is recommended.
8/10/2017	RATES	\$ 75.00	Unable to obtain payments - due to low amount decision to write off.
7/07/2015	TRADE WASTE	\$ 750.00	Recommended write off due to cessation of business and no contact details to follow up.
16/07/2019	TRADE WASTE	\$ 270.00	Recommended write off due to cessation of business and no contact details to follow up.
24/07/2018	TRADE WASTE	\$ 35.13	Recommended write off due to age and amount.
16/07/2019	TRADE WASTE	\$ 270.00	Unable to obtain payment due to invoice intended for the old owner.
1/07/2017	Planning Development	\$ 770.00	Request completed. Failed to obtain payment. Due to age write off is recommended.
30/06/2014	Debtors	\$ 0.03	Rounding - not worth pursuing.
	<b>Total</b>	<b>\$ 3,943.83</b>	



Rates in arrears as at 30 April 2021 is sitting at \$6.495 million or 11.25% which is above the target arrears of 7%. There are currently 1,568 assessments with rate arrangements in place which accounts for 73% 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.





### 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 30 April 2021 is \$29.752m, which is tracking below target at 77.22%. Of the \$29.752m, \$21.888m is actual expenditure with the remaining \$7.864m sitting as committed costs. The actual spend to date equates to 56.81% of the total budget available.

The Water and Wastewater comprehensive revaluations have been completed by the external valuers resulting in a decrease to written down value of approximately \$10.7m and an increase to depreciation of approximately \$160k from original budget.

Desktop revaluations have also been completed for Buildings, Land and Roads resulting in indexation to be applied against Buildings 1.5%, Roads 1.8%, Residential Zoned land in Kingaroy, Blackbutt and Murgon +10%, Residential Zoned land in Proston +20%, Residential Zoned land in Wondai -10% and all other land in all other localities 0%. The depreciation effect of the indexation on Buildings and Roads is estimated to be \$246k with land having no effect on depreciation.

The exact effect of the revaluations for each asset classes will be known at end of financial year when property plant and equipment is finalised.

2020/2021 Capex Report for Council

Project Code	Project Description	2020/2021 Adopted Budget	2019/2020 Work in Progress	EXPENDITURE BUDGET			Total Available Budget	EXPENDITURE ACTUALS	
				First Quarter Budget	Second Quarter Budget	Third Quarter Budget		2020/2021 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
<b>Buildings &amp; Other Structures</b>									
<b>Admin Office - Kingo</b>									
005983	WMOA-Kingaro-Forecourt & Carpark CCTV	150,000.00	-	-	-	-	150,000.00	10,000.00	10,038.18
005004	Kingaro-Admin Building-Airconditioning	125,000.00	-	-	-	89,298.10	25,701.90	7,546.32	33,890.90
	<b>Sub Activity Subtotal</b>	<b>275,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,298.10</b>	<b>175,701.90</b>	<b>17,546.32</b>	<b>43,929.08</b>
006005	Wondai Record Building-Fire Wall	14,000.00	-	-	-	-	14,000.00	25,015.00	25,015.00
	<b>Sub Activity Subtotal</b>	<b>14,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,000.00</b>	<b>25,015.00</b>	<b>25,015.00</b>
<b>Aerodrome - Kingaro</b>									
005771	CP - Aerodrome-Kingaro-Boundary Fencing	47,000.00	35,000.00	-	-	62,000.00	-	-	750.00
005006	CP - Aerodrome Kingaro - Apron Seal	50,000.00	-	-	-	-	50,000.00	-	47,444.77
	<b>Sub Activity Subtotal</b>	<b>196,000.00</b>	<b>35,000.00</b>	<b>-</b>	<b>-</b>	<b>62,000.00</b>	<b>50,000.00</b>	<b>-</b>	<b>48,194.77</b>
<b>Aerodrome - Wondai</b>									
005770	CP - Wondai-Aerodrome-Boundary Fencing	47,000.00	15,000.00	-	-	62,000.00	144,000.00	-	3,460.10
005972	WMOA-Wondai Airport Lighting Upgrade	50,000.00	-	-	-	-	50,000.00	-	19,467.53
	<b>Sub Activity Subtotal</b>	<b>97,000.00</b>	<b>15,000.00</b>	<b>-</b>	<b>-</b>	<b>62,000.00</b>	<b>194,000.00</b>	<b>-</b>	<b>19,547.63</b>
<b>Cemeteries - Blackbri</b>									
005007	CP - Blackbri-New Columbarium Wall	28,000.00	-	-	-	-	28,000.00	-	535.82
	<b>Sub Activity Subtotal</b>	<b>28,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000.00</b>	<b>-</b>	<b>535.82</b>
<b>Depot - Kingaro</b>									
005008	Kingaro-Depot-Replace External Doors	6,500.00	-	-	-	-	6,500.00	-	5,250.00
	<b>Sub Activity Subtotal</b>	<b>6,500.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,500.00</b>	<b>-</b>	<b>5,250.00</b>
<b>Depot - Murgon</b>									
005884	Workshop Office-Murgon Depot	-	25,000.00	-	-	-	25,000.00	-	9,510.00
	<b>Sub Activity Subtotal</b>	<b>-</b>	<b>25,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000.00</b>	<b>-</b>	<b>9,510.00</b>
<b>SES - Kingaro</b>									
005005	DCP-Kingaro-SES-External Paint/Flooring	21,000.00	-	-	4,987.00	-	25,987.00	-	25,760.00
	<b>Sub Activity Subtotal</b>	<b>21,000.00</b>	<b>-</b>	<b>-</b>	<b>4,987.00</b>	<b>-</b>	<b>25,987.00</b>	<b>-</b>	<b>25,760.00</b>
<b>SES - Wondai</b>									
005006	DCP-Wondai-SES-Insulate/Aircon/Roof	15,000.00	-	-	1,202.00	-	16,202.00	-	16,595.87
	<b>Sub Activity Subtotal</b>	<b>15,000.00</b>	<b>-</b>	<b>-</b>	<b>1,202.00</b>	<b>-</b>	<b>16,202.00</b>	<b>-</b>	<b>16,595.87</b>
<b>Hall - Kingaro Town</b>									
005967	DCP - Kingaro-Town Hall Floor Sand	56,000.00	-	-	3,908.00	-	52,092.00	-	34,182.77
	<b>Sub Activity Subtotal</b>	<b>56,000.00</b>	<b>-</b>	<b>-</b>	<b>3,908.00</b>	<b>-</b>	<b>52,092.00</b>	<b>-</b>	<b>34,182.77</b>
<b>Hall - Narango Cultu</b>									
005994	WMOA-Narango-Cultural Centre Aircon	180,000.00	-	-	-	65,000.00	255,000.00	372,142.23	407,525.10
	<b>Sub Activity Subtotal</b>	<b>180,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000.00</b>	<b>255,000.00</b>	<b>372,142.23</b>	<b>407,525.10</b>
<b>Hall - Wondaree</b>									
005605	LOGSP19-21 Wondaree Hall Stamp/Roof Upgrade	-	-	-	-	-	-	-	768.00

Project Code	Project Description	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 Actual Expenditure	2020/2021 Actual Expenditure & Commitments
005938	Mondure Hall Refurbishment	-	-	-	-	-	-	4,670.00	4,670.00
<b>Sub Activity Subtotal</b>		-	-	-	-	-	-	4,670.00	4,670.00
<b>Hall - Preston</b>		10,000.00	-	-	-	-	10,000.00	10,004.09	10,004.09
000041	DCP-Fruxton-Showground-Repairs	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		10,000.00	-	-	-	-	10,000.00	10,004.09	10,004.09
<b>Hall - Cloyna</b>		10,000.00	-	2,706.00	-	-	12,706.00	12,706.07	12,706.07
006040	DCP-Cloyna-Hall-Building Repairs	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		10,000.00	-	2,706.00	-	-	12,706.00	12,706.07	12,706.07
<b>Hall - Durong</b>		10,000.00	-	-	-	-	10,000.00	6,947.55	6,947.55
006042	DCP-Durong-Hall-Water Tanks	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		10,000.00	-	-	-	-	10,000.00	6,947.55	6,947.55
<b>Hall - Maidenwell</b>		8,000.00	-	-	-	-	8,000.00	-	-
006039	DCP-Maidenwell-Hall-Upgrades	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		8,000.00	-	-	-	-	8,000.00	-	-
<b>Housing</b>		8,000.00	-	-	-	-	8,000.00	-	-
006011	Nanango-Applin Street-Bathroom Repairs	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		8,000.00	-	-	-	-	8,000.00	-	-
<b>Museum - Kingaroy</b>		5,000.00	-	16,363.00	-	-	23,363.00	23,363.00	23,363.00
006037	DCP-Kingaroy-Heritage Museum-Ext Paint	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		5,000.00	-	16,363.00	-	-	23,363.00	23,363.00	23,363.00
<b>Museum - Boondooma H</b>		35,000.00	-	16,807.00	-	-	51,807.00	19,258.00	39,203.00
006012	Boondooma-Homestead Renovations	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		35,000.00	-	16,807.00	-	-	51,807.00	19,258.00	39,203.00
<b>Museum - Wondial Heri</b>		45,000.00	19,131.64	-	-	13,131.64	77,263.28	26,300.00	50,963.28
005948	Boondooma Heritage Building - Mobar	-	19,131.64	-	-	13,131.64	32,263.28	4,450.00	4,450.00
005970	W4C4-Boondooma-Homestead-Water	20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00
006012	Boondooma-Homestead Renovations	25,000.00	-	-	-	-	25,000.00	6,300.00	25,580.00
<b>Sub Activity Subtotal</b>		45,000.00	19,131.64	-	-	13,131.64	77,263.28	26,300.00	50,963.28
<b>Museum - Wondial Heri</b>		10,000.00	-	-	-	37,207.00	47,207.00	34,252.00	34,252.00
005924	Wondial-Records Facility-Compacts	-	-	-	-	-	-	-	-
005977	W4C4-Wondial-Heritage Museum-Footpath	10,000.00	-	-	-	37,207.00	47,207.00	4,158.00	4,158.00
<b>Sub Activity Subtotal</b>		10,000.00	-	-	-	37,207.00	47,207.00	34,252.00	34,252.00
<b>Museum - Nanango Rh</b>		-	44,016.54	-	-	-	44,016.54	44,946.67	44,946.67
005940	Fingfield House-Reshceer roof	-	44,016.54	-	-	-	44,016.54	44,946.67	44,946.67
<b>Sub Activity Subtotal</b>		-	44,016.54	-	-	-	44,016.54	44,946.67	44,946.67
<b>Parks &amp; Gardens</b>		15,000.00	17,500.00	-	-	17,500.00	50,000.00	3,904.23	8,831.05
005493	Signage 48 Hour Overnight Ales	-	-	-	-	-	-	-	-
005973	W4C4-Preston-Dump Point	15,000.00	17,500.00	-	-	17,500.00	50,000.00	3,904.23	8,831.05
005979	W4C4 - Kingaroy -Verge Planting	250,000.00	-	-	-	250,000.00	250,000.00	-	-
005980	W4C4 - Murgon -J&E2 Park Tree Replacement	75,000.00	-	-	-	75,000.00	150,000.00	88,588.23	108,578.32
005981	W4C4 - Regional Parks-Park Furniture	150,000.00	-	-	-	150,000.00	300,000.00	536.71	536.71
005982	W4C4-Kroy & Benarkin Lions Park Signage	20,000.00	-	-	-	20,000.00	40,000.00	37,370.00	41,741.61
005983	W4C4 - Regional Tourism - Statues	200,000.00	-	-	-	200,000.00	400,000.00	3,561.00	59,312.08
005992	W4C4-Preston-Playground Renewal	50,000.00	-	-	20,000.00	30,000.00	80,000.00	23,121.09	23,121.09
006270	W4C4- Bluff - Wondial-Chbrook-Malis Sign	-	-	-	-	-	-	20,057.27	20,057.27
006484	Kingaroy Greenhouse	-	-	-	20,000.00	-	20,000.00	27,263.76	27,263.76
006485	Coolbarria Saleyards - IT Upgrades	-	-	-	-	20,000.00	20,000.00	12,565.00	12,565.00

Project Code	Project Description	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	
<b>Swimming Pool - King</b>												
005446	Kingary-Pool-Refurbishment	104618	500,000.00	-	-	-	500,000.00	-	-	-	-	
006029	Kingary-Pool-Refurbishment-Concept Plan	104618	250,000.00	-	-	-	-	250,000.00	-	-	-	
006036	DCP-Kingary-Children's Pool Fencing	100719	9,000.00	-	-	-	-	9,000.00	-	1,997.39	1,997.39	
<b>Sub Activity Subtotal</b>			<b>760,000.00</b>	<b>17,500.00</b>	<b>40,000.00</b>	<b>252,500.00</b>	<b>565,000.00</b>	<b>130,622.99</b>	<b>171,373.92</b>	<b>301,596.91</b>		
<b>Swimming Pool - Murg</b>												
006030	Murgon-Pool-Plant Room Replacement	104614	200,000.00	-	-	-	-	200,000.00	226,123.20	33,450.17	259,573.37	
<b>Sub Activity Subtotal</b>			<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>226,123.20</b>	<b>33,450.17</b>	<b>259,573.37</b>		
<b>Swimming Pool - Nana</b>												
006031	Nanango-Pool-Expansion, Joints & Repair	104614	45,000.00	-	-	-	-	45,000.00	-	19,522.56	19,522.56	
006032	Nanango-Solar Heating	104619	60,000.00	-	-	-	-	60,000.00	-	60,374.07	60,374.07	
006033	Nanango-Pool-Shade Sail Post-Refurbishment	104619	5,000.00	-	-	-	-	5,000.00	-	1,280.00	1,280.00	
006034	Nanango-Pool-Changeroom/Returb	104619	90,000.00	-	-	-	-	90,000.00	-	9,462.73	9,462.73	
<b>Sub Activity Subtotal</b>			<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>90,659.36</b>	<b>90,659.36</b>		
<b>Tourism - Yallakool</b>												
002029	CAP-Yallakool TP-Powerpod Replacements	100209	-	31,000.00	-	-	-	31,000.00	-	26,519.12	26,519.12	
005765	CAP-Yallakool TP-Ensuite Refurbishment	100209	-	27,200.00	-	-	-	27,200.00	-	30,023.62	30,023.62	
005767	CAP-Yallakool TP-Office Screen/Picnic Ar	100209	-	5,000.00	-	-	-	5,000.00	-	5,241.36	5,241.36	
005978	W404 - Yallakool Dam - Boat Ramp Repairs	100715	75,000.00	-	45,000.00	-	9,000.00	39,000.00	909.09	41,870.29	42,779.38	
005984	W404 - Dams - Yallakool - Tennis Courts	100715	20,000.00	-	-	-	-	20,000.00	-	9,390.95	9,390.95	
006016	CP - Dams - Yallakool - New Amenities	100715	191,000.00	-	-	-	-	191,000.00	197,580.00	1,719.08	199,299.08	
006271	W404 - Yallakool BP Dam Contractor Rooms	100715	-	-	65,000.00	-	-	65,000.00	11,838.64	51,932.92	93,771.56	
006272	W404 - Tourist Park Signage BP/Boondooma	100715	-	-	50,000.00	-	-	50,000.00	18,750.00	1,053.42	19,803.42	
<b>Sub Activity Subtotal</b>			<b>286,000.00</b>	<b>63,200.00</b>	<b>70,000.00</b>	<b>9,000.00</b>	<b>428,200.00</b>	<b>259,077.73</b>	<b>169,750.77</b>	<b>428,228.50</b>		
<b>Tourism - Lake Boon</b>												
005751	Boondooma Dam-Amenities Upgrade	104616	-	14,000.00	-	-	5,500.00	19,500.00	-	10,305.28	10,305.28	
005768	Boondooma-Dam-Cabin Furniture	104616	-	150.00	-	-	-	150.00	-	150.00	150.00	
005769	Boondooma-Dam-Airconditioner Replacement	104616	-	1,400.00	-	-	-	1,400.00	-	1,363.64	1,363.64	
005975	W404-Boondooma Dam-Bunkhouse Relocation	100715	215,000.00	-	35,000.00	-	-	250,000.00	13,286.71	295,133.51	308,420.22	
005976	W404 - Dams - Boondooma - Tennis Courts	100715	20,000.00	-	20,000.00	-	-	40,000.00	-	-	-	
008014	CP - Dams - Boondooma-Playground Day Area	104616	28,500.00	-	-	-	6,000.00	34,500.00	-	34,519.39	34,519.39	
008015	CP - Dam -Boondooma Bunkhouse Renovation	104616	19,500.00	-	-	-	19,500.00	19,500.00	-	4,796.21	4,796.21	
006917	CP - Boondooma-Dam-Carpark & Pathways	104616	34,500.00	-	-	-	7,500.00	42,000.00	-	41,857.86	41,857.86	
<b>Sub Activity Subtotal</b>			<b>317,500.00</b>	<b>15,550.00</b>	<b>15,000.00</b>	<b>5,500.00</b>	<b>347,550.00</b>	<b>13,286.71</b>	<b>397,125.88</b>	<b>410,412.60</b>		
<b>Public Conveniences</b>												
005788	CAP - Toilet - Stuart River Rest Area	104618	-	1,000.00	-	-	-	1,000.00	-	422.50	422.50	
006001	W404 - Durg - Public Amenities - Bure	100713	80,000.00	-	40,000.00	-	-	120,000.00	-	999.18	999.18	
006002	W404 - Kingary - Youth Public Amenities	100713	80,000.00	-	30,000.00	-	-	110,000.00	33,434.11	632.07	34,066.18	
006003	W404-Kingary-Glendon St Amenities	100713	25,000.00	-	25,000.00	-	-	50,000.00	-	159.41	159.41	
006026	CP - Maidenwell-Public Amenities Upgrade	100204	34,500.00	-	-	-	-	34,500.00	22,459.15	1,978.30	24,437.45	
006027	CP - Tanomeo-Jessies Well-Amen Refurbish	100204	12,000.00	-	-	-	12,000.00	-	-	-	-	
<b>Sub Activity Subtotal</b>			<b>231,500.00</b>	<b>1,000.00</b>	<b>95,000.00</b>	<b>12,000.00</b>	<b>125,500.00</b>	<b>55,893.26</b>	<b>41,914.46</b>	<b>60,084.72</b>		
<b>Sp/ground-Murgon</b>												
005990	Murgon-Squash Courts	100202	140,000.00	-	-	-	-	140,000.00	20,376.80	22,728.11	43,105.00	
006043	DCP-Murgon-OE2 Amenities Upgrade/Ceffit	100719	35,000.00	-	15,000.00	-	-	50,000.00	11,927.28	7,483.61	19,410.89	
<b>Sub Activity Subtotal</b>			<b>175,000.00</b>	<b>-</b>	<b>15,000.00</b>	<b>-</b>	<b>140,000.00</b>	<b>20,000.00</b>	<b>32,304.17</b>	<b>30,211.72</b>	<b>62,515.89</b>	
<b>Sp/ground-Wondai</b>												



Project Code	Project Description	2020/2021 Actual Budget	2019/2020 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
005925	Wondai-Showgrounds-Grandstand Replace	40,000.00	-	-	-	-	40,000.00	-	-
006000	W404-Wondai-Showground Grandstand	175,000.00	-	-	-	-	175,000.00	48,210.66	89,996.62
<b>Sub Activity Subtotal</b>		<b>215,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>215,000.00</b>	<b>48,210.66</b>	<b>89,996.62</b>
100719		17,000.00	-	-	48,402.00	-	65,402.00	7,460.17	57,760.17
<b>Sub Activity Subtotal</b>		<b>17,000.00</b>	<b>-</b>	<b>-</b>	<b>48,402.00</b>	<b>-</b>	<b>65,402.00</b>	<b>7,460.17</b>	<b>57,760.17</b>
<b>Sub Activity Subtotal</b>		<b>232,000.00</b>	<b>-</b>	<b>-</b>	<b>48,402.00</b>	<b>-</b>	<b>263,402.00</b>	<b>55,720.83</b>	<b>147,756.83</b>
<b>Tennis Courts - Reg</b>									
005044	DCP-Nanango-Tennis Club-Roof Replacement	17,000.00	-	-	-	-	17,000.00	-	-
<b>Sub Activity Subtotal</b>		<b>17,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,000.00</b>	<b>-</b>	<b>-</b>
<b>W40 - Round 3</b>									
005009	W403-Wondai-Swimming Pool-Solar	100,685.00	-	-	-	-	100,685.00	9,005.40	9,005.40
005609	W403-Wondai-Swimming Pool-Filtration	100,688.00	-	-	-	-	100,688.00	1,400.58	1,400.58
005612	W403 - Kroy Heritage Museum & VIC	100,688.00	-	-	-	-	100,688.00	24,438.18	24,438.18
005720	W403 - Mademwell Toilet Upgrade	60,000.00	60,000.00	-	-	60,000.00	120,000.00	-	-
<b>Sub Activity Subtotal</b>		<b>361,069.00</b>	<b>60,000.00</b>	<b>-</b>	<b>-</b>	<b>60,000.00</b>	<b>481,069.00</b>	<b>24,844.16</b>	<b>24,844.16</b>
<b>Parks - Kingaroy</b>									
005760	Mt Woorell-BBQ Replacement	600.00	600.00	-	-	-	1,200.00	569.32	569.32
005969	Lookout Renovations-Apex Park-Kingaroy	40,000.00	-	-	-	-	40,000.00	476.62	476.62
005987	W404 - Kingaroy - Memorial Park Soffall	1,432.82	-	-	-	-	1,432.82	1,432.82	1,432.82
005988	W404 - Kingaroy - Apex Park-Furniture	55,000.00	-	40,000.00	-	-	95,000.00	2,478.75	13,568.75
006018	CP-K'Roy Apex Park-Carpark, Path & Paint	30,500.00	-	-	-	-	30,500.00	2,945.37	2,945.37
006019	CP - K'Roy Memorial Pk-Garden Bed Replace	28,000.00	-	-	-	28,000.00	56,000.00	-	-
006020	CF-K'roy - Liens Park - Playground, Paths	100,000.00	-	100,000.00	-	-	200,000.00	775.61	775.61
006024	DCP - Kingaroy - Apex Park-Lookout Return	35,000.00	-	-	-	-	35,000.00	30,566.27	30,566.27
006273	Kingaroy Parks Redevelopment	100,717.00	-	-	100,000.00	-	200,717.00	3,495.00	3,495.00
<b>Sub Activity Subtotal</b>		<b>258,500.00</b>	<b>600.00</b>	<b>15,000.00</b>	<b>28,000.00</b>	<b>-</b>	<b>301,500.00</b>	<b>42,741.76</b>	<b>53,831.76</b>
<b>Parks - Nanango</b>									
005965	W404 - Nanango-Pioneer Park Playground	120,000.00	-	-	-	-	120,000.00	40,642.71	57,900.91
005985	W404 - N'oo Butler Factory Pk-Playground	50,000.00	-	30,000.00	-	-	80,000.00	10,695.46	118,605.29
005990	W404 - Nanango-Reg McCallum Pk-Playground	100,000.00	-	-	-	-	100,000.00	27,806.71	27,806.71
005991	W404-Nanango-Scott Street Caspark Shade	70,000.00	-	-	-	-	70,000.00	55,056.62	55,056.62
006021	DCP - Nanango - Butler Factory Park-Shade	42,500.00	-	-	-	-	42,500.00	40,433.91	40,433.91
006022	DCP - Nanango - Pioneer Park - Shade	42,500.00	-	-	-	-	42,500.00	31,510.00	44,797.27
<b>Sub Activity Subtotal</b>		<b>425,000.00</b>	<b>-</b>	<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>455,000.00</b>	<b>166,534.81</b>	<b>235,533.51</b>
<b>Parks - Blackbutt</b>									
005752	Bemarrin-Playground & Scitell	4,760.00	4,760.00	-	-	-	9,520.00	4,760.00	4,760.00
005755	Blackbutt Lee Muller Park-Equipment	800.00	800.00	-	-	-	1,600.00	681.82	681.82
006025	DCP - Blackbutt-Skate Park Shade Shelter	80,000.00	-	-	-	-	80,000.00	6,112.73	6,112.73
<b>Sub Activity Subtotal</b>		<b>85,560.00</b>	<b>5,560.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91,120.00</b>	<b>11,554.55</b>	<b>11,554.55</b>
<b>Parks - Wondai</b>									
005974	W404-Wondai-Coronation Park	100,000.00	-	-	-	-	100,000.00	10,553.72	10,553.72
005989	W404 - Wondai-Skate Park Upgrade	50,000.00	-	-	-	-	50,000.00	21,896.21	31,602.21
<b>Sub Activity Subtotal</b>		<b>150,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000.00</b>	<b>32,449.93</b>	<b>42,155.93</b>
<b>Rail Trails</b>									
005762	Murgon/Kingaroy-Rail Trail Crossing	22,000.00	22,000.00	-	-	-	44,000.00	17,000.00	17,000.00
<b>Sub Activity Subtotal</b>		<b>22,000.00</b>	<b>22,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,000.00</b>	<b>17,000.00</b>	<b>17,000.00</b>
<b>Streetscaping</b>									
006023	DCP-Nanango-Streetscape Refurbishment	65,000.00	-	-	-	-	65,000.00	1,509.09	43,299.57
<b>Sub Activity Subtotal</b>		<b>65,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000.00</b>	<b>1,509.09</b>	<b>43,299.57</b>
<b>General</b>									
<b>Sub Activity Subtotal</b>		<b>65,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000.00</b>	<b>1,509.09</b>	<b>43,299.57</b>

Project Code	Project Description	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
005847	Building Condition Priorities	-	1,354,526.24	-	-	659,561.24	640,000.00	42,577.05	29,634.54	72,211.59
005915	Muirgon Sheds - Remove Asbestos	-	70,000.00	-	54,365.00	-	70,000.00	12,800.00	77,399.55	90,219.55
005919	Boondooma Heritage-Tank Stand & Replace	-	3,737.27	-	-	-	3,737.27	-	-	-
005965	W4Q4-Regional-Roof Replacements	220,000.00	-	-	-	-	220,000.00	19,694.67	207,193.52	226,888.19
005966	W4Q4-Regional-Repainting	230,000.00	-	-	-	-	370,000.00	96,671.05	176,046.23	276,717.28
005967	W4Q4-Regional-Repairs	150,000.00	-	-	-	140,000.00	350,000.00	88,435.45	73,227.82	141,663.27
005968	W4Q4-Regional-Security System	175,000.00	-	-	-	-	175,000.00	-	84,328.86	84,328.86
006237	Property - 155 Kilarney Street, Kilarney	-	-	-	350,000.00	-	350,000.00	-	348,111.63	348,111.63
	<b>Sub Activity Subtotal</b>	<b>775,000.00</b>	<b>1,428,263.51</b>	<b>-</b>	<b>295,035.00</b>	<b>519,561.24</b>	<b>1,978,737.27</b>	<b>240,198.22</b>	<b>900,271.10</b>	<b>1,140,469.32</b>
	<b>Activity Total</b>	<b>8,825,000.00</b>	<b>1,751,821.89</b>	<b>-</b>	<b>345,000.00</b>	<b>-1,483,784.98</b>	<b>6,438,036.71</b>	<b>1,827,107.70</b>	<b>2,731,053.70</b>	<b>4,358,161.40</b>
	<b>Office</b>									
	<b>Info Serv - ICT</b>									
000379	Computer Infrastructure & Upgrade	155,000.00	-	-	-	-	155,000.00	-	156,245.53	156,245.53
000381	Server Hardware	135,000.00	-	-	-	-	135,000.00	18,358.32	70,079.80	98,338.31
000382	Photocopiers & Printers	30,000.00	-	-	-	-	30,000.00	12,022.19	9,205.77	22,001.96
000352	Microwave Radio & Hardware	85,000.00	-	-	-	-	85,000.00	-	90,660.00	90,660.00
000353	MS Cloud Provisioning	75,000.00	-	-	-	-	75,000.00	-	46,627.65	46,627.65
006234	Phantom Pro RTX and Base Station	-	-	-	-	-	-	-	9,610.41	9,610.41
	<b>Sub Activity Subtotal</b>	<b>480,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>480,000.00</b>	<b>31,210.51</b>	<b>392,333.25</b>	<b>423,543.76</b>
	<b>Activity Total</b>	<b>480,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>480,000.00</b>	<b>31,210.51</b>	<b>392,333.25</b>	<b>423,543.76</b>
	<b>Fleet</b>									
	<b>Plant &amp; Fleet Manage</b>									
005496	Plant and Fleet Replacement 18-19 FY	-	396,975.47	-	-	-	396,975.47	-	396,975.47	396,975.47
005824	Plant and Fleet Replacement 2019-20	-	920,235.12	-	-	-	920,235.12	-	1,032,157.18	1,032,157.18
006057	Plant and Fleet Replacement 2020/2021	2,315,000.00	-	222,363.00	222,363.00	222,363.00	2,315,000.00	308,000.00	788,312.05	1,086,312.05
	<b>Sub Activity Subtotal</b>	<b>2,315,000.00</b>	<b>1,317,210.59</b>	<b>-</b>	<b>222,363.00</b>	<b>222,363.00</b>	<b>3,632,210.59</b>	<b>308,000.00</b>	<b>2,217,444.70</b>	<b>2,525,444.70</b>
	<b>Activity Total</b>	<b>2,315,000.00</b>	<b>1,317,210.59</b>	<b>-</b>	<b>222,363.00</b>	<b>222,363.00</b>	<b>3,632,210.59</b>	<b>308,000.00</b>	<b>2,217,444.70</b>	<b>2,525,444.70</b>
	<b>Intangibles</b>									
	<b>Business System</b>									
005911	Agenda Software	-	-	-	-	-	200,000.00	-	25,130.00	25,130.00
006231	SAAS Implementation	-	-	200,000.00	222,363.00	222,363.00	200,000.00	-	93,446.21	93,446.21
	<b>Sub Activity Subtotal</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>222,363.00</b>	<b>222,363.00</b>	<b>200,000.00</b>	<b>-</b>	<b>118,576.21</b>	<b>118,576.21</b>
	<b>Activity Total</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>222,363.00</b>	<b>222,363.00</b>	<b>200,000.00</b>	<b>-</b>	<b>118,576.21</b>	<b>118,576.21</b>
	<b>Plant &amp; Equipment</b>									
	<b>Swimming Pool - King</b>									
006466	Kingaroy Swimming Pool - Pool Cleaner	-	-	-	-	-	-	-	15,000.00	15,000.00
	<b>Sub Activity Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000.00</b>	<b>15,000.00</b>
	<b>Activity Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000.00</b>	<b>15,000.00</b>
	<b>Roads</b>									
	<b>Parks &amp; Gardens</b>									
006100	DCP-Maidenwell CBD Upgrade	40,000.00	-	-	5,000.00	-	45,000.00	-	45,109.97	45,109.97
	<b>Sub Activity Subtotal</b>	<b>40,000.00</b>	<b>-</b>	<b>-</b>	<b>5,000.00</b>	<b>-</b>	<b>45,000.00</b>	<b>-</b>	<b>45,109.97</b>	<b>45,109.97</b>
	<b>Activity Total</b>	<b>40,000.00</b>	<b>-</b>	<b>-</b>	<b>5,000.00</b>	<b>-</b>	<b>45,000.00</b>	<b>-</b>	<b>45,109.97</b>	<b>45,109.97</b>
	<b>W4Q - Round 3</b>									
005717	W4Q3-Regional-Town Entry Signage	-	-	-	-	-	-	-	781.40	781.40
	<b>Sub Activity Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>781.40</b>	<b>781.40</b>
	<b>Activity Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>781.40</b>	<b>781.40</b>



Project Code	Project Description	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
<b>Bridges</b>										
005102	Regional-Quadrant Replacement Program	210,000.00	-	-	-	-	110,000.00	-	5,057.93	5,057.93
005193	Nanango State School - Pedestrian Bridge Replacement	180,000.00	-	-	-	80,000.00	100,000.00	113,930.00	10,207.96	124,137.96
005194	LRC - Ianomeo-Pedestrian Bridge Replacement	180,000.00	-	-	-	-	180,000.00	115,260.00	10,344.07	125,504.07
<b>Sub Activity Subtotal</b>		<b>570,000.00</b>	-	-	-	-	<b>390,000.00</b>	<b>229,190.00</b>	<b>25,509.96</b>	<b>254,699.96</b>
<b>KTP</b>										
005284	Kingaroy Transformation Project	-	-	-	200,000.00	-	200,000.00	73,043.39	602,050.35	675,103.74
005045	Kingaroy Transformation Project	6,350,000.00	-	2,900,000.00	300,000.00	3,150,000.00	2,100,000.00	500,722.04	590,440.07	1,159,103.71
005211	KTP-Alfred St (Youngman-Glenah-Su) Works	-	-	2,100,000.00	-	-	2,100,000.00	615,026.42	229,391.44	844,417.86
005212	KTP-Alfred St (Glenah-Su-Kingaroy) Works	-	-	800,000.00	-	-	800,000.00	233,109.62	47,427.10	280,536.72
005213	KTP-Kingaroy St (Alfred St-Holy St) Works	-	-	-	100,000.00	-	100,000.00	183,622.91	34,750.82	208,373.73
005214	KTP-Holy St (Kingaroy St-Glenah-Su) Works	-	-	-	-	-	-	186,039.73	58,674.33	244,714.06
005215	KTP-Holy St (Glenah-Su-Youngman) Works	-	-	-	-	-	-	59,773.66	17,355.38	77,129.04
005216	KTP-Glenah St (Alfred St-Holy St) Works	-	-	-	-	-	-	3,002.24	71,216.22	74,218.46
005229	KTP - Program Management	-	-	-	-	-	-	-	-	-
<b>Sub Activity Subtotal</b>		<b>6,350,000.00</b>	-	-	-	-	<b>2,190,000.00</b>	<b>1,923,946.81</b>	<b>1,619,505.51</b>	<b>3,543,452.32</b>
<b>Grav Resheet</b>										
005683	W403 - GR - Mergans Rd	-	4,620.00	-	-	-	4,620.00	-	4,620.00	4,620.00
005686	W403 - GR - Mendure Crossing Rd	-	2,731.02	-	-	-	2,731.02	-	606.02	606.02
005721	Unsealed Roads Gravel Resheeting 19/20	-	-	-	-	-	-	-	1,178.93	1,178.93
005780	Dangore Mountain Road Gravel Resheeting	-	2,000.00	-	-	-	2,000.00	-	-	-
005784	Frieberg Road Gravel Resheeting	-	-	-	-	-	-	-	-	-
005800	Nanango Neumnga Road Gravel Resheeting	-	1,562.50	-	-	-	1,562.50	-	2,430.00	2,430.00
005803	Old Oak Road North Gravel Resheeting	-	2,430.00	-	-	-	2,430.00	-	96,631.65	96,631.65
005806	Nealgon Road Gravel Resheeting	-	133,978.27	-	-	-	133,978.27	-	1,463.64	1,463.64
005820	Nagara Road Gravel Resheeting	-	57,942.58	-	-	-	57,942.58	-	206,342.15	206,342.15
005840	Boonere Road Gravel Resheeting	161,000.00	-	-	-	-	161,000.00	-	87,481.80	87,481.80
005808	RTR-Sandy Ridges-Glenmore Rd-GR	72,000.00	-	-	-	-	72,000.00	-	194,159.61	194,159.61
005810	RTR-Coolahna-Frankline Rd-GR	145,000.00	-	-	-	-	145,000.00	-	71,328.66	71,328.66
005811	RTR-Nanango-Greenwood Creek Rd - GR	56,000.00	-	-	-	-	56,000.00	1,737.27	32,472.16	34,209.43
005812	RTR-Glen Devon-Gimdisone School Rd- GR	139,000.00	-	-	-	-	139,000.00	3,245.45	96,406.10	102,651.55
005813	RTR-Kumbia-Hancock Rd-GR	133,000.00	-	-	-	-	133,000.00	-	49,377.53	49,377.53
005814	RTR-Wondah-Herens Rd-GR	66,000.00	-	-	-	-	66,000.00	-	-	-
005815	RTR-Johnston-Johnston Rd-GR	178,000.00	-	-	-	-	178,000.00	-	103,638.81	103,638.81
005816	RTR-Neumnga-Maidenwell-Upper Yarraman Rd-GR	97,000.00	-	-	-	-	97,000.00	19,840.00	8,002.61	8,002.61
005817	RTR-Goodger-Neale Rd-GR	181,000.00	-	-	-	-	181,000.00	-	113,656.49	113,656.49
005818	RTR-Kurmba-Nollers Rd-GR	140,000.00	-	-	-	-	140,000.00	71,023.91	8,002.61	8,002.61
005819	RTR-ID-SE Nanango-Oki Yarraman Rd-GR	85,000.00	-	-	-	-	85,000.00	4,740.91	99,193.10	103,934.01
005820	RTR-ID-SE Nanango-Oki Yarraman Rd-GR	85,000.00	-	-	-	-	85,000.00	4,740.91	99,193.10	103,934.01
005821	RTR-ID-SE Nanango-Oki Yarraman Rd-GR	276,000.00	-	-	-	-	276,000.00	4,454.55	172,054.95	176,509.50
005822	LRC-Nanango-Rural Rd-GR	375,000.00	-	-	-	-	375,000.00	49,674.85	78,200.81	127,875.66
005823	RTR-ID-Neumnga-Ryan Resign Rd-GR	107,000.00	-	-	-	-	107,000.00	-	114,631.93	114,631.93
005824	RTR-ID-Balloge Seiler Rd-GR	75,000.00	-	-	-	-	75,000.00	-	84,772.20	84,772.20
005825	RTR-ID-Kingaroy-Libbers Rd-GR	54,000.00	-	-	-	-	54,000.00	-	79,423.57	79,423.57
005826	RTR-ID-Charleston-West Woocoolin Rd-GR	90,000.00	-	-	-	-	90,000.00	10,909.09	90,097.60	100,006.69
005827	RTR-ID-Charleston-West Woocoolin Rd-GR	190,000.00	-	-	-	-	190,000.00	1,363.64	167,470.67	168,834.31
005828	RTR-Charleston-West Woocoolin Rd-GR	300,000.00	-	-	-	-	300,000.00	-	271,011.21	271,011.21
005829	Boole-Harsh Rd-GR	21,000.00	-	-	-	-	21,000.00	-	4,015.42	4,015.42
005830	Hodderleigh-Lucas Rd-GR	30,000.00	-	-	-	9,000.00	30,000.00	-	4,607.35	4,607.35
005831	Cuehine-Morris Rd-GR	49,000.00	-	-	-	-	49,000.00	-	-	-
005832	Boole-Nyctrom Rd-GR	61,000.00	-	-	-	-	61,000.00	-	4,116.55	4,116.55
005833	Hinesville-Oberles Rd-GR	15,000.00	-	-	-	-	15,000.00	-	6,116.63	6,116.63

Project Code	Project Description	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
006133	Neungia-Tarong Yarraman Rd-GR	100215	6,000.00	-	-	-	-	6,000.00	-	13,356.39	13,356.39
006134	Benakin-Williams Rd-GR	100215	450,000.00	-	100215	-	200,000.00	250,000.00	13,327.50	20,573.79	33,901.29
006135	Gravel Resurfacing 2021	100215	478,994.00	-	-	-	-	478,994.00	-	-	-
<b>Pavement Rehab</b>		<b>Sub Activity Subtotal</b>	<b>4,060,004.00</b>	<b>205,284.37</b>	-	-	<b>220,000.00</b>	<b>4,055,288.37</b>	<b>180,317.17</b>	<b>2,263,177.00</b>	<b>2,473,494.17</b>
005479	Niagara Road (Wind Farm)	100215	4,000,000.00	-	-	-	500,000.00	3,500,000.00	748,614.38	2,387,424.73	3,136,039.11
005651	Old E4 Road Burnmen Seal	100400	-	190,000.00	-	-	-	190,000.00	12,272.73	225,532.40	237,805.13
005652	Kingaroy-Stubbens Street-Upgrade	100400	-	160,437.48	-	-	-	160,437.48	-	100,766.61	100,766.61
005653	Kingaroy-Stubbens Street-Upgrade	100400	-	-	-	-	-	-	104,112.51	-	104,112.51
005688	TIDS-Coolibunia-Peterson Drive-Widen/Sea	100219	473,636.00	-	-	-	-	473,636.00	421,279.21	514,480.89	514,480.89
005910	Bunoy Avenue	100215	150,000.00	-	-	-	-	150,000.00	93,201.68	162,308.12	162,308.12
005922	Kingaroy-Alford Street-Carpark	100400	600,000.00	-	-	-	-	600,000.00	11,450.00	662,960.16	674,410.16
006100	Byrneside-Niagara Rd-Seal	100215	100,000.00	-	-	-	-	100,000.00	-	92,285.37	92,285.37
006182	DCP-Froston-Road St-Kent&ChamuelUpgrade	100720	60,000.00	-	-	-	-	60,000.00	-	2,263.04	2,263.04
006183	DCP-Murron-Burtons Lane-Upgrade	100720	60,000.00	-	50,000.00	-	-	10,000.00	-	75,942.43	75,942.43
006184	DCP-Wondal-Dingo Creek Carpark Upgrade	100720	75,000.00	-	-	-	-	75,000.00	-	35,478.81	35,478.81
006185	Kingaroy-Pavement Rehabilitation	100215	500,000.00	-	-	-	-	400,000.00	-	117,171.32	127,044.39
006186	Nanango-Mercer-Springs&Oringaru-Upgrade	100215	89,000.00	-	-	-	-	89,000.00	10,473.07	-	-
006187	Nanango-CBD Disability Parking Upgrade	100215	30,000.00	-	-	-	20,000.00	10,000.00	-	3,037.10	3,037.10
006188	Nanango-Butter Factory Disability Parking	100215	50,000.00	-	-	-	500,000.00	500,000.00	23,383.30	52,483.88	75,877.18
006189	Kingaroy/Wondal-Bunyah/Medican Upgrade	100215	1,020,000.00	-	-	-	-	150,000.00	19,046.13	214,469.19	234,415.32
006190	STP-Wheatlands School Set Down	100726	75,000.00	-	-	-	-	75,000.00	3,454.55	8,015.27	11,469.82
006191	Roy Emerson High School Pedestrian/Rt/UG	100215	75,000.00	-	-	-	-	75,000.00	10,185.79	54,092.79	64,278.58
006208	Murron-CBD Stormwater	100276	-	-	50,000.00	-	-	50,000.00	43,907.00	14,300.00	14,300.00
<b>Footpaths &amp; Cycleway</b>		<b>Sub Activity Subtotal</b>	<b>7,577,826.00</b>	<b>350,437.48</b>	-	-	<b>1,120,000.00</b>	<b>6,748,263.48</b>	<b>1,070,826.35</b>	<b>4,685,804.23</b>	<b>6,666,628.78</b>
005511	Footpaths - Renewal	100581	-	-	-	-	-	-	-	172	172
005715	Murron-CBD Footpath Stage 2	100674	150,000.00	278,879.61	-	-	-	428,879.61	39,471.53	303,555.04	343,026.57
005957	High Street/Wondal Footpath - TDS	100400	-	776.70	-	-	-	776.70	-	776.70	776.70
005971	Murron CBD Footpath Replacement Stage 3	100727	-	-	-	-	-	-	-	2,820.95	2,820.95
006098	TIDS-Kingaroy-Markwell St-Footpath	100726	34,000.00	-	-	-	-	34,000.00	-	34,206.09	34,206.09
006099	TIDS-Nanango-Burnet St/Droyden St-SP	100726	37,000.00	-	-	-	-	37,000.00	1.82	12,564.42	12,566.24
006101	DCP-Merceson-St-Footpath	100720	10,000.00	-	-	-	-	10,000.00	-	11,033.06	11,033.06
006102	TIDS-Kingaroy-Kingaroy/BarkersCreekRd-SP	100726	98,000.00	-	-	-	-	98,000.00	-	18,719.97	18,719.97
006103	TIDS-Kingaroy-Oliver Bond St-Footpath	100726	51,000.00	-	-	-	-	51,000.00	47,084.00	9,238.31	56,412.31
006104	TIDS-Kingaroy-Issemans Rd-Footpath	100726	47,000.00	-	-	-	-	47,000.00	-	52,868.66	52,868.66
006105	DCP-Kumula Bell St-Footpath	100720	65,000.00	-	-	-	-	65,000.00	8,875.00	110,690.07	119,565.07
006106	SPRC-Minor Footpath Replacements	100727	150,000.00	-	-	-	350,000.00	250,000.00	2,500.00	35,321.16	37,821.66
006107	blackout CBD Footpath	100727	500,000.00	-	-	-	-	500,000.00	65,503.31	430,906.38	496,409.69
006207	Murron-CBD Footpath-Stage 3	100727	500,000.00	-	-	-	-	500,000.00	-	-	-
<b>Bitumen Resealing</b>		<b>Sub Activity Subtotal</b>	<b>1,752,006.00</b>	<b>279,666.31</b>	-	-	<b>350,000.00</b>	<b>1,681,666.31</b>	<b>163,435.66</b>	<b>1,022,914.25</b>	<b>1,186,349.91</b>
006136	TIDS-Staworth-Back Creek Rd Reseal	100726	21,120.00	-	-	-	-	21,120.00	-	32,322.18	32,322.18
006137	TIDS-Abbeywood Basin Rd-Reseal	100726	30,360.00	-	-	-	-	30,360.00	-	28,701.84	28,701.84
006139	TIDS-Oliveleaf-Beena Rd - Reseal	100726	4,620.00	-	-	-	-	4,620.00	-	2,964.09	2,964.09
006140	TIDS-Traonga-Boonemulle/ElsenerRd-Reseal	100726	42,240.00	-	-	-	-	42,240.00	-	39,466.71	39,466.71
006141	TIDS-Memramik-Comdale Rd-Reseal	100726	78,100.00	-	-	-	-	78,100.00	-	59,464.73	59,464.73
006142	TIDS-Abbeywood-Childlands Rd-Reseal	100726	61,600.00	-	-	-	-	61,600.00	-	66,909.34	66,909.34
006143	TIDS-Greenview-Cuamie Rd-Reseal	100726	16,370.00	-	-	-	-	16,370.00	-	31,281.94	31,281.94
006144	TIDS-Kingaroy-Esternvale North Rd-Reseal	100726	20,064.00	-	-	-	-	20,064.00	-	25,934.20	25,934.20

Project Code	Project Description	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
006145	TDCS-Kingstony-Edenvale South Rd-Reseal	100726	65,472.00	-	-	-	-	65,472.00	-	60,688.36	60,688.36
006146	TDCS-Boole-Faughans Rd-Reseal	100726	32,472.00	-	-	-	-	32,472.00	-	24,952.20	24,952.20
006147	TDCS-Boole-Faulkner Rd-Reseal	100726	13,870.00	-	-	-	-	13,870.00	-	15,535.49	15,535.49
006148	LRCI-Hivesville-Sayre-Whitby Rd-Reseal	100723	167,687.00	-	-	-	-	167,687.00	-	139,287.63	139,287.63
006149	TDCS-Kingstony-Gentle Rd-Reseal	100726	40,040.00	-	-	-	-	40,040.00	-	39,597.69	39,597.69
006150	TDCS-Nanango-Greenwood-Creek Rd-Reseal	100726	45,760.00	-	-	-	-	45,760.00	-	38,436.29	38,436.29
006151	TDCS-Hivesville-Gwen St-Reseal	100726	950.00	-	-	-	-	950.00	-	6,420.25	6,420.25
006152	TDCS-Boole-Harolds Rd-Reseal	100726	19,688.00	-	-	-	-	19,688.00	-	25,120.07	25,120.07
006153	TDCS-Murgon-Heading St-Reseal	100726	3,700.00	-	-	-	-	3,700.00	-	10,403.70	10,403.70
006154	TDCS-Hivesville-Johnson St-Reseal	100726	4,510.00	-	-	-	-	4,510.00	-	5,260.14	5,260.14
006155	LRCI-Maldenwell-King Rd-Reseal	100723	22,716.00	-	-	-	-	22,716.00	-	32,636.53	32,636.53
006156	LRCI-Kinrossmore-Kinrossmore-School Rd-Reseal	100723	16,790.00	-	-	-	-	16,790.00	-	20,439.79	20,439.79
006157	LRCI-Moffatdale-Lendy Court-Reseal	100723	7,150.00	-	-	-	-	7,150.00	-	-	-
006158	LRCI-Tingora-Magnussens Rd-Reseal	100723	14,256.00	-	-	-	-	14,256.00	-	21,044.40	21,044.40
006159	LRCI-Mannheim-Mannheim Rd-Reseal	100723	76,230.00	-	-	-	-	76,230.00	-	63,891.45	63,891.45
006160	LRCI-Cuthnie-McAllisters Rd-Reseal	100723	33,449.00	-	-	-	-	33,449.00	-	17,159.02	17,159.02
006161	LRCI-Kingstony-Moonya St-Reseal	100723	36,000.00	-	-	-	-	36,000.00	-	23,671.79	23,671.79
006162	LRCI-MP-Creek-MP Creek Rd-Reseal	100723	24,112.00	-	-	-	-	24,112.00	-	37,070.73	37,070.73
006163	LRCI-Speerswell-Oxledenbyandra Rd-Reseal	100723	66,000.00	-	-	-	-	66,000.00	-	67,491.28	67,491.28
006164	LRCI-Nanango-Rescourse Rd-Reseal	100723	30,000.00	-	-	-	-	30,000.00	-	18,247.34	18,247.34
006165	LRCI-Stalworth-Rural Rd-Reseal	100723	44,000.00	-	-	-	-	44,000.00	-	65,420.90	65,420.90
006166	TDCS-Nanango-Rural Rd-Reseal	100726	8,105.00	-	-	-	-	8,105.00	-	3,525.45	3,525.45
006167	LRCI-Murgon-Silverleaf Rd-Reseal	100723	85,712.00	-	-	-	-	85,712.00	-	89,287.36	89,287.36
006168	LRCI-Boole-Smith Rd-Reseal	100723	79,200.00	-	-	-	-	79,200.00	-	50,725.96	50,725.96
006169	LRCI-Abbeywood-Speedwell-Abbeywood Rd-Reseal	100723	103,488.00	-	-	-	-	103,488.00	-	100,021.33	100,021.33
006170	LRCI-Stalworth-Stalworth Rd-Reseal	100723	64,240.00	-	-	-	-	64,240.00	-	54,817.63	54,817.63
006171	TDCS-Hivesville-Starr St-Reseal	100726	3,564.00	-	-	-	-	3,564.00	-	9,120.43	9,120.43
006172	TDCS-Hivesville-Vaughan St-Reseal	100726	1,426.00	-	-	-	-	1,426.00	-	4,562.03	4,562.03
006173	LRCI-Moffatdale-Vordillo Dr-Reseal	100723	39,500.00	-	-	-	-	39,500.00	-	47,966.59	47,966.59
006174	LRCI-Moffatdale-Worthington Dr-Reseal	100723	17,248.00	-	-	-	-	17,248.00	-	15,055.36	15,055.36
006175	TDCS-Hivesville-Walton St-Reseal	100726	2,640.00	-	-	-	-	2,640.00	-	7,849.08	7,849.08
006176	LRCI-Hivesville-Yield St-Reseal	100726	14,960.00	-	-	-	-	14,960.00	-	14,149.66	14,149.66
006177	LRCI-Gooburrig-Cook/Waters Rd-Reseal	100723	189,633.00	-	-	-	-	189,633.00	-	17,582.73	17,582.73
006178	Bilmen Seal Various Roads	100217	17,160.00	-	44,465.00	-	35,948.50	197,149.50	-	7,197.57	7,197.57
006179	TDCS-Kingstony-Bunya Highway-Reseal	100726	17,160.00	-	-	-	-	17,160.00	-	7,197.57	7,197.57
<b>Sub Activity Subtotal</b>			<b>1,663,042.00</b>	<b>-</b>	<b>44,465.00</b>	<b>-</b>	<b>35,948.50</b>	<b>1,671,558.50</b>	<b>-</b>	<b>1,441,389.14</b>	<b>1,441,389.14</b>
<b>TDCS - LRRS Projects</b>											
005930	TDCS-Kingstony-Jamral/Fisher St-Footpath	100219	-	-	-	-	-	-	-	730.05	730.05
<b>Sub Activity Subtotal</b>										<b>730.05</b>	<b>730.05</b>
<b>General</b>											
005459	Town Entry Signs	100215	-	100,000.00	-	-	-	50,000.00	38,400.00	56,078.88	56,078.88
005716	Nanango-Brisbane Street Drainage	100672	-	4,038.36	-	-	50,000.00	4,038.36	-	4,038.36	4,038.36
005941	CANCELLED See Project 006183 Dimoo Ct	104650	-	-	-	-	-	1,414.56	-	1,414.56	1,414.56
006467	Murgon Monument and wheel chair access	100744	-	-	-	-	50,000.00	50,000.00	45,340.00	34,552.20	79,892.20
<b>Sub Activity Subtotal</b>				<b>104,038.36</b>				<b>104,038.36</b>	<b>83,740.00</b>	<b>54,954.88</b>	<b>138,594.88</b>
<b>Urban Drainage</b>											
006195	Regional-Minor Drainage Replacements	100216	25,800.00	-	-	-	-	25,800.00	-	8,186.45	8,186.45
006196	LRCI-Kingstony-Afford Street-Drainage	100723	275,000.00	-	-	-	-	275,000.00	-	-	-
006197	Murgon-Cobb St South-Drainage	100216	120,000.00	-	-	-	10,000.00	110,000.00	-	8,913.85	8,913.85
006198	Wondel-Bramston St-Drainage	100216	70,000.00	-	-	-	5,000.00	85,000.00	30,268.00	2,550.00	32,818.00
006199	Nanango-Gappa St-Drainage	100216	70,000.00	-	-	-	5,000.00	85,000.00	-	1,486.15	1,486.15
<b>Sub Activity Subtotal</b>			<b>560,800.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000.00</b>	<b>540,800.00</b>	<b>30,268.00</b>	<b>21,136.45</b>	<b>51,404.45</b>

Project Code	Project Description	2020/2021 Approved 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
<b>Water Services</b>										
<b>KTP</b>										
006046	KTP-Alford St (Youngman-Glendon) WMR	800,000.00	-	-	-	425,000.00	375,000.00	6,570.80	107,892.63	114,463.43
006047	KTP - Alford St (Glendon - Short St) WMR	-	125,000.00	-	-	-	-	50,053.05	151,091.99	201,146.03
006048	KTP - Kingaroy (Alford - Haly St) WMR	-	-	-	-	-	-	4,298.07	34,360.98	38,679.05
006049	KTP - Haly St (Glendon - Youngmans) WMR	-	-	-	-	-	-	7,166.24	33,924.66	41,090.90
006050	KTP - Haly St (Glendon - Youngmans) WMR	300,000.00	-	-	-	230,000.00	70,000.00	4,298.07	116,356.31	120,654.38
006051	KTP-Glendon St (Alford to Haly St) WMR	-	-	-	-	-	-	10,698.06	48,845.14	57,543.20
<b>Sub Activity Subtotal</b>		<b>1,100,000.00</b>	<b>-</b>	<b>-</b>	<b>655,000.00</b>	<b>-</b>	<b>445,000.00</b>	<b>83,044.29</b>	<b>480,491.70</b>	<b>573,575.39</b>
<b>Water - General Oper</b>										
005930	Regional Arc Flash Compliance-Water	-	125,000.00	-	-	-	125,000.00	-	50,367.46	50,367.46
006051	Orana Reservoir Platform	150,000.00	-	-	50,000.00	-	100,000.00	-	44,652.94	44,652.94
006052	Wondai Reservoir	150,000.00	-	-	50,000.00	-	100,000.00	-	41,482.70	41,482.70
006053	Murgon Reservoirs-Flapwork	150,000.00	-	-	100,000.00	-	250,000.00	12,800.00	262,194.45	274,994.45
<b>Sub Activity Subtotal</b>		<b>450,000.00</b>	<b>125,000.00</b>	<b>-</b>	<b>100,000.00</b>	<b>-</b>	<b>575,000.00</b>	<b>12,800.00</b>	<b>398,707.55</b>	<b>411,507.55</b>
<b>Water - Kingaroy</b>										
004308	KWS - Burnett St Water Main Replacement	-	-	-	-	-	-	-	638.47	638.47
004311	KWS - West St Water Main Replacement	-	-	-	-	-	-	-	1,688.77	1,688.77
005315	Kingaroy-Orana Reservoir-Roof Replce	-	685,514.51	-	-	-	685,514.51	-	623,591.16	623,591.16
005471	KWS-Youngman Street (Haly to Avoca)	-	-	-	-	-	-	-	0,306.33	0,306.33
005472	KWS-Youngman St (Youngman to William) WMR	-	-	-	-	-	-	-	705.41	705.41
005473	KWS-Knight St (Railway to Hodge) WMR	-	-	-	-	-	-	-	335.41	335.41
005547	Gordonbrook WTP - Post Con Contract Work	-	67,000.79	-	-	-	-	-	984.42	984.42
006054	Water Meter Replacement Program - 2021	100,000.00	-	-	430,000.00	-	487,000.79	142,700.97	216,091.54	359,422.51
006060	Gordonbrook Dam AFC Design Works	200,000.00	-	-	-	-	200,000.00	21,848.00	68,672.27	84,480.29
006093	KWS-WMR-Youngman St Nth	175,000.00	-	-	-	-	175,000.00	51,983.29	32,497.00	160,500.34
006094	KWS-WMR- Rean St	100,000.00	-	-	-	-	100,000.00	15,572.32	15,572.32	
<b>Sub Activity Subtotal</b>		<b>575,000.00</b>	<b>733,118.30</b>	<b>-</b>	<b>430,000.00</b>	<b>-</b>	<b>1,738,118.30</b>	<b>219,471.35</b>	<b>1,088,733.69</b>	<b>1,308,205.04</b>
<b>Water - Murgon</b>										
006058	Murgon-ACM Replacement	100,000.00	-	-	-	-	100,000.00	-	38,718.44	38,718.44
<b>Sub Activity Subtotal</b>		<b>100,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000.00</b>	<b>-</b>	<b>38,718.44</b>	<b>38,718.44</b>
<b>Water - Preston</b>										
006055	Preston-SCADA Platform Update	250,000.00	-	-	-	100,000.00	150,000.00	11,697.65	25,887.59	37,585.24
006059	Preston-ACM Replacement	175,000.00	-	-	-	-	175,000.00	1,750.00	159,628.84	161,378.84
<b>Sub Activity Subtotal</b>		<b>425,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000.00</b>	<b>325,000.00</b>	<b>13,447.65</b>	<b>465,516.43</b>	<b>498,944.08</b>
<b>Water - Wondai</b>										
005318	Wondai-Scott St Reservoir-Roof	-	183,631.39	-	230,000.00	-	413,631.39	-	426,099.78	426,099.78
006056	Wondai-SCADA Platform Update	50,000.00	-	-	-	-	50,000.00	-	6,202.44	6,202.44
006080	WWS-WMR-Haly St (Hodge/Scott)	300,000.00	-	-	-	40,000.00	260,000.00	26,364.75	118,140.44	144,495.19
<b>Sub Activity Subtotal</b>		<b>350,000.00</b>	<b>183,631.39</b>	<b>-</b>	<b>230,000.00</b>	<b>-</b>	<b>723,631.39</b>	<b>26,364.75</b>	<b>590,442.66</b>	<b>576,797.41</b>
<b>Wastewater Services</b>										
<b>Wastewater - General</b>										
005825	Regional-Arc Flash Compliance Wastewater	-	125,000.00	-	-	-	125,000.00	-	62,876.50	62,876.50
005826	Update Scada/Cyber Security	-	98,026.50	-	-	10,000.00	88,026.50	74,000.00	-	74,000.00
<b>Sub Activity Subtotal</b>		<b>-</b>	<b>223,026.50</b>	<b>-</b>	<b>-</b>	<b>10,000.00</b>	<b>213,026.50</b>	<b>74,000.00</b>	<b>62,876.50</b>	<b>74,000.00</b>
<b>Activity Total</b>		<b>3,000,000.00</b>	<b>1,041,748.69</b>	<b>-</b>	<b>660,000.00</b>	<b>-</b>	<b>3,906,749.69</b>	<b>365,128.04</b>	<b>2,752,620.47</b>	<b>3,107,748.51</b>



Project Code	Project Description	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
<b>Wastewater - Blackbu</b>										
004503	Mains & Manholes - Network Renewals	-	224,026.50	-	-	10,000.00	214,026.50	74,000.00	62,876.50	136,876.50
Sub Activity Subtotal		-	224,026.50	-	-	10,000.00	214,026.50	74,000.00	62,876.50	136,876.50
<b>Wastewater - Kingspo</b>										
100238		-	-	-	-	-	-	-	2,222.21	2,222.21
100238	Mains & Manholes - Network Renewals	-	99,540.38	-	365,000.00	-	494,940.38	136,445.59	386,387.81	253,944.22
104626	KWW - Sewer Replacement Works	2,385,000.00	-	-	-	175,000.00	2,210,000.00	1,580,227.57	23,083.62	1,583,311.39
Sub Activity Subtotal		2,385,000.00	99,540.38	-	365,000.00	175,000.00	2,704,940.38	1,686,671.16	366,300.99	1,328,367.17
<b>Wastewater - Murgon</b>										
100237	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
<b>Wastewater - Nanango</b>										
100238	Mains & Manholes - Network Renewals	-	655,795.09	-	183,000.00	-	838,795.09	-	865,061.24	865,061.24
100238	WWTP Reconfiguration - Nanango	-	-	-	-	-	-	-	307.82	307.82
006096	NWW - Sewer Replacement Works	1,050,000.00	-	-	265,000.00	-	785,000.00	-	790,759.77	790,759.77
Sub Activity Subtotal		1,050,000.00	655,795.09	-	448,000.00	-	1,103,795.09	-	1,656,128.83	1,656,128.83
<b>Wastewater - Wondai</b>										
100240	Mains & Manholes - Network Renewals	-	456,881.39	-	313,000.00	-	769,881.39	-	271,598.02	271,598.02
100240	Wondai-Recycled Water Plant Upgrade	-	338,343.53	-	-	-	338,343.53	29,644.26	303,755.39	333,396.65
006084	Wondai-SCADA-STP/WWTP	300,000.00	-	-	-	100,000.00	200,000.00	51,376.85	30,291.85	81,671.70
Sub Activity Subtotal		300,000.00	795,224.92	-	313,000.00	100,000.00	682,224.92	81,024.11	605,645.26	686,668.37
Activity Total		3,735,000.00	2,310,711.16	-	285,000.00	5,760,711.16	1,850,695.27	2,492,602.39	4,343,297.66	4,343,297.66
<b>Waste Management - R</b>										
100241		-	9,919.64	-	165,080.36	-	175,000.00	9,915.64	5,000.00	14,915.64
100241	Kingaroy-Landfill-Land Acquisition	350,000.00	-	-	-	350,000.00	-	-	-	-
100241	Maldenwell-Transfer Station	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal		350,000.00	9,919.64	-	165,080.36	350,000.00	175,000.00	9,915.64	5,000.00	14,915.64
Activity Total		350,000.00	9,919.64	-	165,080.36	350,000.00	175,000.00	9,915.64	5,000.00	14,915.64
<b>Land</b>										
<b>General</b>										
005937	Lot 101 SP257227	-	-	-	-	-	-	-	37,330.77	37,330.77
005938	Lot 101 on SP 272806	-	-	-	-	-	-	-	11,566.71	11,566.71
Sub Activity Subtotal		-	-	-	-	-	-	-	48,897.48	48,897.48
Activity Total		-	-	-	-	-	-	-	48,897.48	48,897.48
Grand Total		38,226,662.00	7,370,809.25	244,465.00	1,175,080.36	8,489,733.48	33,529,283.17	7,863,784.15	21,886,429.26	25,752,213.41

**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 30 April 2021 was \$33,296,560 made-up of borrowings in the following departments:

Department	Borrowings
NRM & Parks	\$ 582,390
Finance	\$ 932,968
Property	\$ 895,524
Economic Development	\$ 369,568
Environment & Waste	\$ 714,078
Infrastructure	\$ 11,281,396
Water & Wastewater	\$ 18,520,636
<b>Total</b>	<b>\$ 33,296,560</b>

**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. Finance have been keeping an eye on monthly discount rates to determine whether any large adjustments may occur this financial year.

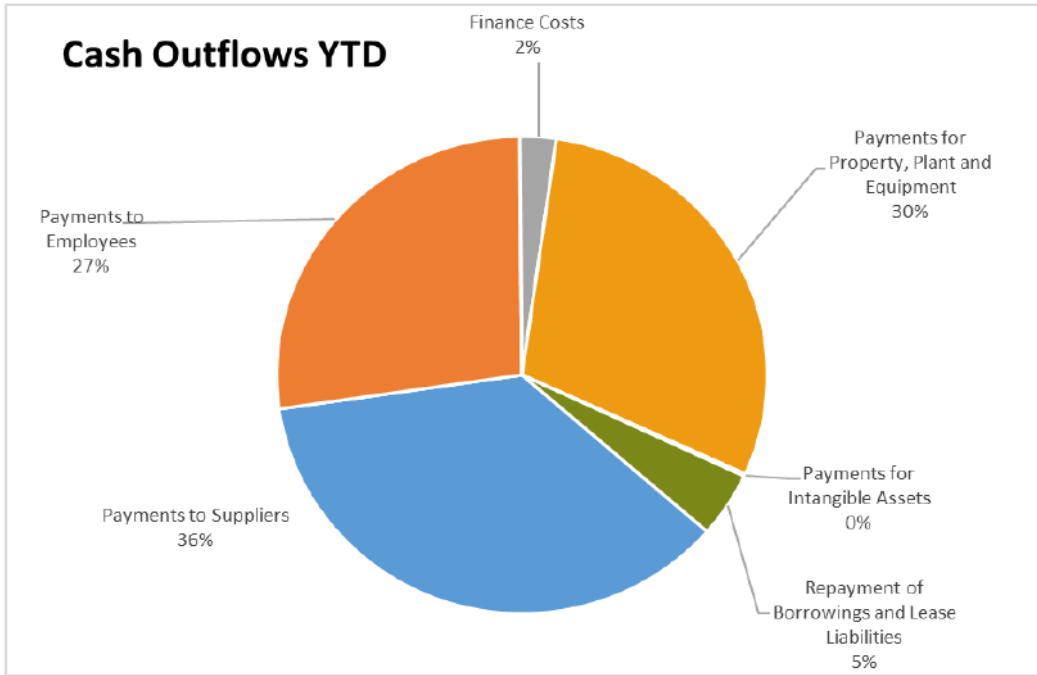
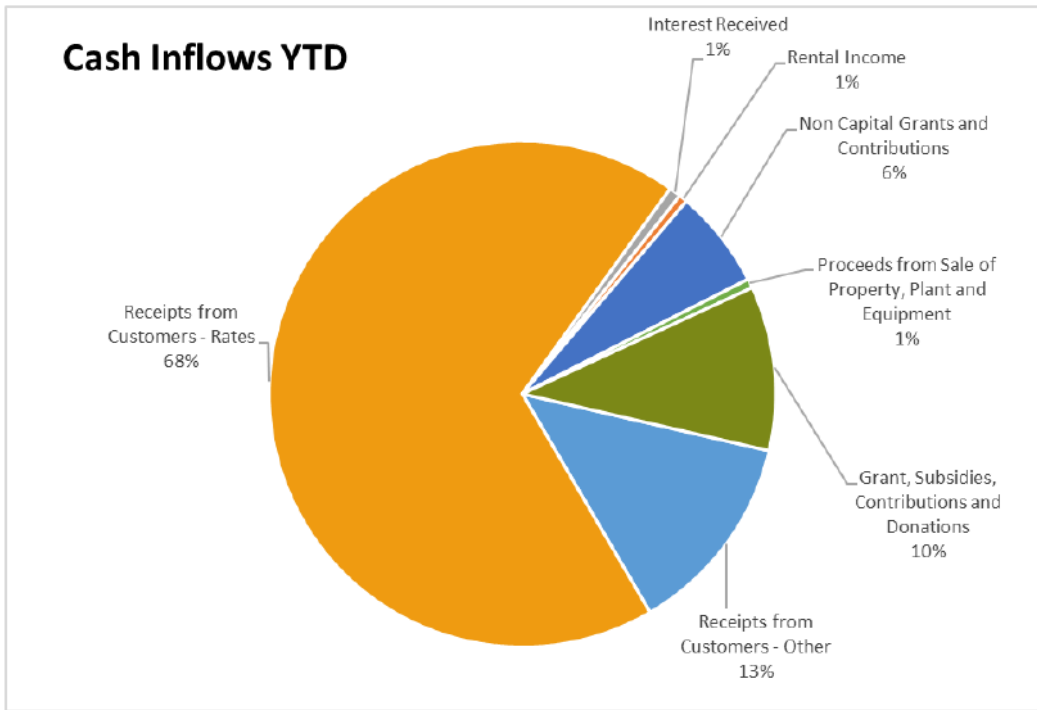
**3.3.5 Other Liabilities**

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	Apr	YTD	Amended Budget YTD vs Budget %
<b>Cash Flows from Operating Activities</b>												
Receipts from Customers	\$3,771,986	\$2,774,236	\$19,482,081	\$3,314,673	\$1,824,036	\$1,889,215	\$1,463,944	\$5,274,974	\$1,814,613	\$1,257,783	\$63,176,961	93%
Payments to Suppliers and Employees	(\$9,987,627)	(\$2,682,688)	(\$5,749,368)	(\$4,815,117)	(\$3,269,349)	(\$4,118,641)	(\$3,122,136)	(\$3,313,513)	(\$4,685,190)	(\$4,800,390)	(\$54,974,481)	85%
	(\$6,215,641)	(\$208,451)	\$13,738,712	(\$1,500,445)	(\$1,445,313)	(\$2,229,426)	(\$1,658,192)	\$1,961,460	\$1,129,424	(\$3,542,607)	\$8,202,479	
Interest Received	\$65,992	\$18,855	\$77,439	\$64,128	\$56,771	\$34,227	\$74,648	\$18,050	\$77,673	\$45,219	\$620,500	87%
Rental Income	\$38,456	\$33,660	\$37,900	\$30,917	\$50,826	\$44,935	\$42,670	\$30,941	\$12,166	\$47,388	\$317,209	123%
Non Capital Grants and Contributions	\$1,500	\$83,381	\$1,093,301	\$866,225	\$975,510	\$131,130	\$1,500	\$918,729	\$51,627	\$191,303	\$9,409,112	48%
Finance Costs	(\$182,233)	(\$182,497)	(\$174,334)	(\$179,571)	(\$168,786)	(\$172,951)	(\$171,096)	(\$181,328)	(\$172,354)	(\$172,911)	(\$1,780,218)	99%
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	<b>(\$6,291,926)</b>	<b>\$485,568</b>	<b>\$14,795,018</b>	<b>(\$1,218,746)</b>	<b>(\$300,992)</b>	<b>(\$2,192,085)</b>	<b>(\$1,711,471)</b>	<b>\$2,747,855</b>	<b>\$1,098,656</b>	<b>(\$3,431,198)</b>	<b>\$16,769,082</b>	<b>94%</b>
<b>Cash Flows from Investing Activities</b>												
Payments for Property, Plant and Equipment	(\$542,121)	(\$2,044,628)	(\$1,942,499)	(\$3,666,605)	(\$1,337,300)	(\$3,152,285)	(\$2,349,120)	(\$2,547,461)	(\$1,656,940)	(\$1,382,669)	(\$38,329,284)	57%
Payments for Intangible Assets	(\$25,130)	-	(\$5,228)	(\$13,723)	(\$13,723)	(\$11,761)	(\$12,416)	(\$13,059)	(\$14,376)	(\$11,762)	(\$111,190)	61%
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	-	-	-	-	-	\$400,000	107%
Proceeds from Sale of Property, Plant and Equipment	\$15,081	\$112,500	\$11,636	-	-	\$47,389	-	-	\$146,478	\$93,032	\$12,676,452	65%
Grant, Subsidies, Contributions and Donations	\$1,655,000	-	\$84,635	\$906,233	\$1,577,524	-	\$44,956	\$706,621	\$1,081,739	\$1,550,682	\$7,607,692	
<b>Net Cash Inflow (Outflow) from Investing Activities</b>	<b>\$1,102,831</b>	<b>(\$1,932,128)</b>	<b>(\$1,851,456)</b>	<b>(\$2,776,094)</b>	<b>(\$973,499)</b>	<b>(\$3,116,698)</b>	<b>(\$2,316,580)</b>	<b>(\$1,833,630)</b>	<b>(\$443,099)</b>	<b>\$249,283</b>	<b>(\$25,452,832)</b>	<b>55%</b>
<b>Cash Flows from Financing Activities</b>												
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	-	-	-	-	-	(\$2,958,610)	110%
Repayment of Borrowings and Leasing Liabilities	\$139,688	\$139,688	(\$4,397,081)	\$128,499	\$124,354	\$128,499	\$128,499	\$99,678	\$128,499	\$124,354	(\$2,958,610)	110%
<b>Net Cash Inflow (Outflow) from Financing Activities</b>	<b>\$139,688</b>	<b>\$139,688</b>	<b>(\$4,397,081)</b>	<b>\$128,499</b>	<b>\$124,354</b>	<b>\$128,499</b>	<b>\$128,499</b>	<b>\$99,678</b>	<b>\$128,499</b>	<b>\$124,354</b>	<b>(\$2,958,610)</b>	<b>110%</b>
<b>Cash and Cash Equivalents at the Beginning of the Period</b>	<b>\$47,404,602</b>	<b>\$42,355,195</b>	<b>\$41,038,323</b>	<b>\$49,602,804</b>	<b>\$45,736,463</b>	<b>\$44,356,326</b>	<b>\$39,176,102</b>	<b>\$35,276,550</b>	<b>\$36,270,453</b>	<b>\$49,054,489</b>	<b>\$47,310,229</b>	
<b>Net Increase (Decrease) in Cash and Cash Equivalents Held</b>	<b>(\$5,049,407)</b>	<b>(\$1,295,873)</b>	<b>\$8,544,481</b>	<b>(\$3,866,341)</b>	<b>(\$1,380,137)</b>	<b>(\$5,180,214)</b>	<b>(\$3,899,531)</b>	<b>\$993,303</b>	<b>\$12,784,056</b>	<b>(\$3,057,560)</b>	<b>(\$11,642,360)</b>	
<b>Cash and Cash Equivalents at the End of the Period</b>	<b>\$42,355,195</b>	<b>\$41,038,323</b>	<b>\$49,602,804</b>	<b>\$45,736,463</b>	<b>\$44,356,326</b>	<b>\$39,176,102</b>	<b>\$35,276,550</b>	<b>\$36,270,453</b>	<b>\$49,054,489</b>	<b>\$45,996,928</b>	<b>\$35,667,869</b>	
Restricted Cash	\$28,554,270	\$28,554,270	\$26,385,609	\$24,975,157	\$24,637,819	\$22,359,355	\$22,294,520	\$21,030,097	\$22,288,671	\$21,897,812	\$21,897,812	
<b>Cash Available for Use</b>	<b>\$13,800,925</b>	<b>\$12,504,053</b>	<b>\$23,217,194</b>	<b>\$20,761,305</b>	<b>\$19,718,507</b>	<b>\$16,816,747</b>	<b>\$12,984,030</b>	<b>\$14,240,556</b>	<b>\$16,765,817</b>	<b>\$24,099,117</b>	<b>\$13,769,057</b>	





5.0 Interim Changes in Equity

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	YTD
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Asset Revaluation Surplus</b>											
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	427,453,684
Incr/(dec) in asset revaluation surplus	-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>	<b>427,453,684</b>
<b>Retained Surplus</b>											
Opening Balance	426,494,028	423,171,118	444,591,009	437,832,541	434,889,110	432,384,029	428,625,217	423,220,729	446,815,528	439,770,526	426,494,028
Net Result	- 3,322,910	21,419,891	- 6,758,468	- 2,943,431	- 2,505,081	- 3,758,812	- 5,404,488	23,594,799	- 7,045,002	- 3,928,415	9,348,083
<b>Closing Balance</b>	<b>423,171,118</b>	<b>444,591,009</b>	<b>437,832,541</b>	<b>434,889,110</b>	<b>432,384,029</b>	<b>428,625,217</b>	<b>423,220,729</b>	<b>446,815,528</b>	<b>439,770,526</b>	<b>435,842,111</b>	<b>435,842,111</b>
<b>Total Community Equity</b>	<b>850,624,801</b>	<b>872,044,693</b>	<b>865,286,225</b>	<b>862,342,794</b>	<b>859,837,713</b>	<b>856,078,901</b>	<b>850,674,413</b>	<b>874,269,212</b>	<b>867,224,209</b>	<b>863,295,795</b>	<b>863,295,795</b>

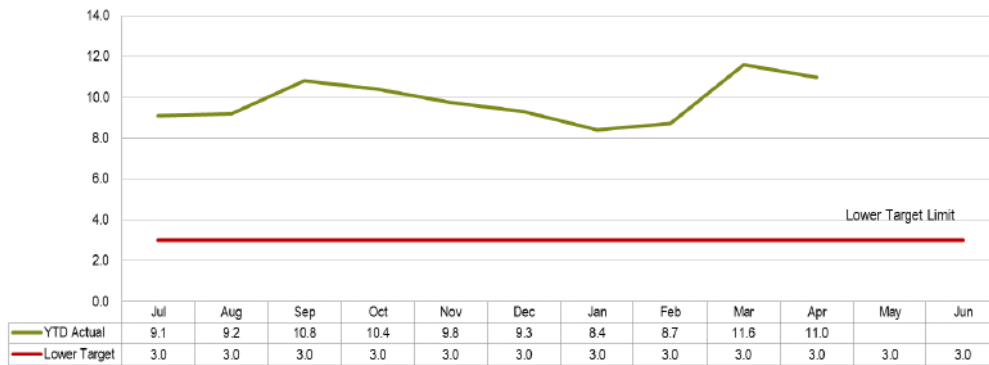
6.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

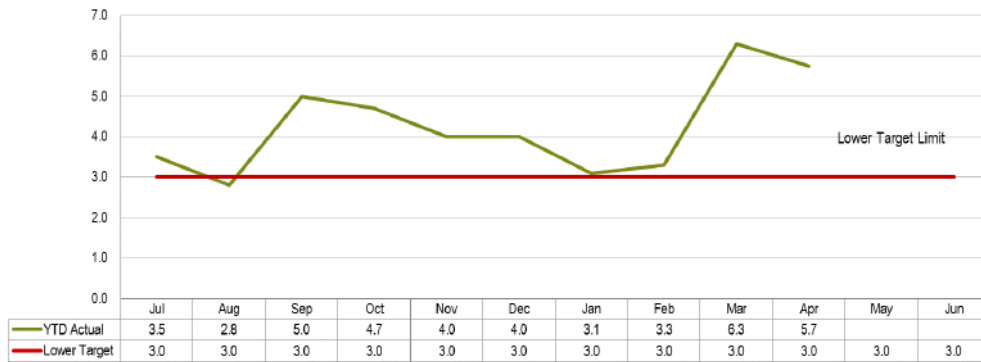
Ratio	Description	Formula	SBRC's Target	Status	Apr-21
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	11.0
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	5.7
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	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non} - \text{Current Borrowings}}$	Target greater than or equal to 59%	✓	88%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	6.0% <span style="color:red">▼</span>
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	46.00
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non} - \text{Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	3.6%
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%	✓	2.0%

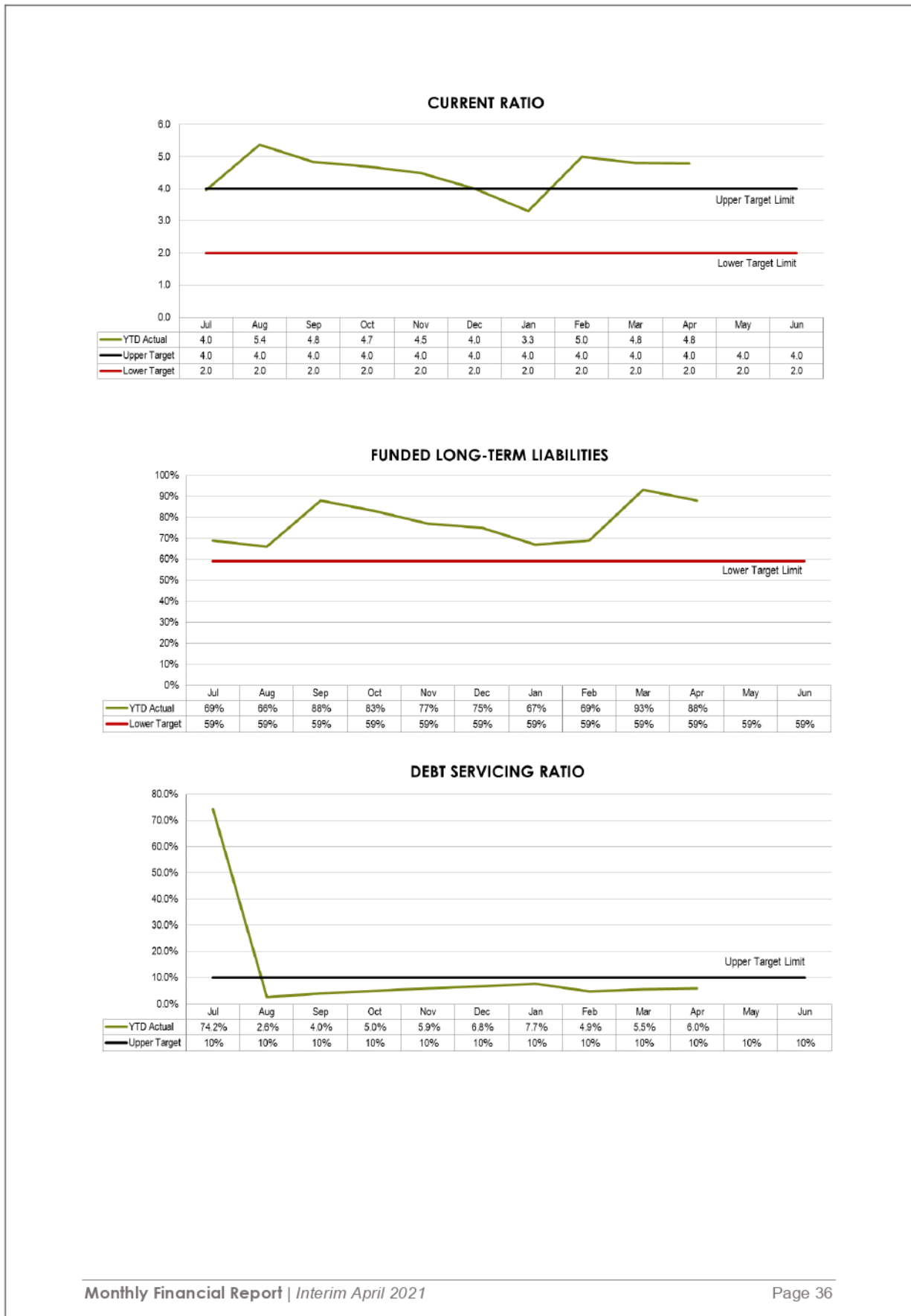
The current monthly ratios are all tracking on target this month apart from the current ratio which is slightly above the upper target at 4.79. This ratio is currently high due to the 6 monthly rating period having been processed in February. It is predicted that this ratio will slowly go down over the next few months and should be closer to the target range by the end of June.

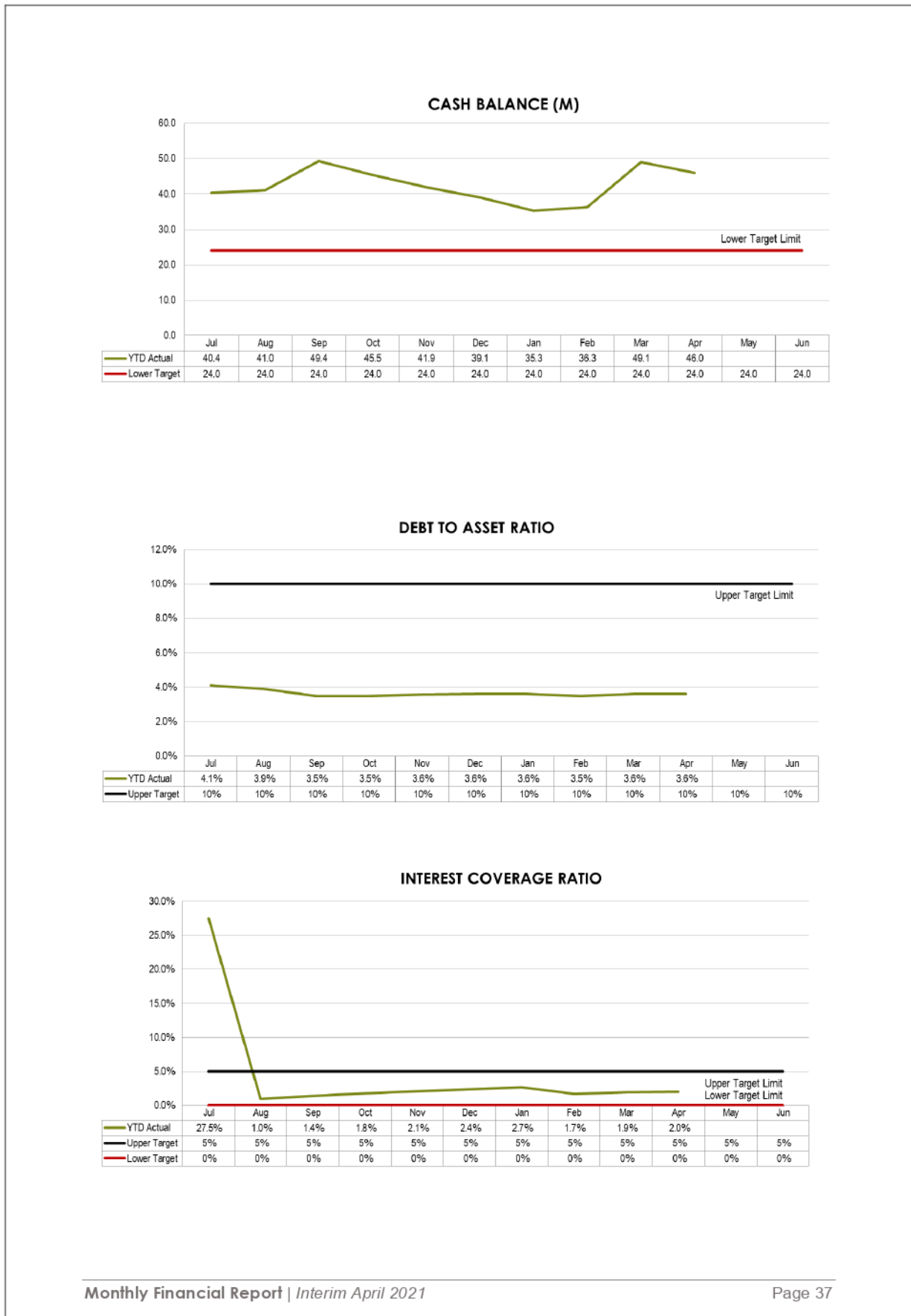
**CASH RATIO**



**OPERATING CASH 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 3<sup>rd</sup> quarter review.

### 7.1 Income and Expenditure Statements

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
<b>Income</b>				
<b>Revenue</b>				
<b>Recurrent Revenue</b>				
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
	68,637,835	70,459,452	72,365,334	74,336,640
<b>Capital Revenue</b>				
Grants, Subsidies, Contribution and Donations	14,205,358	5,684,234	4,917,858	4,917,858
<b>Total Income</b>	82,843,193	76,143,686	77,283,192	79,254,498
<b>Expenses</b>				
<b>Recurrent Expenses</b>				
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
	72,038,505	73,203,490	74,944,278	75,642,397
<b>Capital Expense</b>	(406,800)	(413,716)	(420,749)	(427,902)
<b>Total Expense</b>	71,631,705	72,789,774	74,523,529	75,214,495
<b>Net Result</b>	11,211,488	3,353,912	2,759,663	4,040,003
<b>Net Operating Result</b>	(3,400,670)	(2,744,038)	(2,578,944)	(1,305,757)



	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
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	296,048	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	1,049,128	1,066,981	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>
<b>Capital Revenue</b>					
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>
<b>Total Income</b>	<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>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Benefits	26,412,152	26,941,083	27,480,592	28,030,897	28,592,238
Materials and Services	25,257,906	25,871,632	26,418,529	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>
<b>Capital Expense</b>	(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>
<b>Total Expense</b>	<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>
<b>Net Result</b>	<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>
<b>Net Operating Result</b>	<u>(386,138)</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
<b>Assets</b>				
<b>Current Assets</b>				
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
<b>Total Current Assets</b>	<b>\$ 40,303,921</b>	<b>\$ 50,977,136</b>	<b>\$ 40,795,149</b>	<b>\$ 44,920,105</b>
<b>Non-Current Assets</b>				
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
<b>Total Non-Current Assets</b>	<b>\$ 897,519,206</b>	<b>\$ 898,430,510</b>	<b>\$ 907,768,834</b>	<b>\$ 903,982,454</b>
<b>Total Assets</b>	<b>\$ 937,823,128</b>	<b>\$ 949,407,646</b>	<b>\$ 948,563,982</b>	<b>\$ 948,902,559</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
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
<b>Total Current Liabilities</b>	<b>\$ 17,570,974</b>	<b>\$ 17,741,316</b>	<b>\$ 17,916,256</b>	<b>\$ 17,972,502</b>
<b>Non-Current Liabilities</b>				
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	\$ -	\$ -	\$ -	\$ -
<b>Total Non-Current Liabilities</b>	<b>\$ 46,577,305</b>	<b>\$ 54,637,569</b>	<b>\$ 50,859,303</b>	<b>\$ 47,101,629</b>
<b>Total Liabilities</b>	<b>\$ 64,148,279</b>	<b>\$ 72,378,885</b>	<b>\$ 68,775,559</b>	<b>\$ 65,074,131</b>
<b>Net Assets</b>	<b>\$ 873,674,849</b>	<b>\$ 877,028,761</b>	<b>\$ 879,788,424</b>	<b>\$ 883,828,427</b>
<b>Equity</b>				
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
<b>Total Equity</b>	<b>\$ 873,674,849</b>	<b>\$ 877,028,761</b>	<b>\$ 879,788,424</b>	<b>\$ 883,828,427</b>

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
<b>Assets</b>					
<b>Current Assets</b>					
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	\$ 7,679,961	\$ 8,461,501	\$ 9,374,318
Inventories	\$ 734,503	\$ 727,158	\$ 719,886	\$ 712,687	\$ 705,560
<b>Total Current Assets</b>	<b>\$ 65,187,806</b>	<b>\$ 56,408,843</b>	<b>\$ 64,849,581</b>	<b>\$ 63,022,074</b>	<b>\$ 72,333,454</b>
<b>Non-Current Assets</b>					
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	\$ 5,364,223
<b>Total Non-Current Assets</b>	<b>\$ 900,127,054</b>	<b>\$ 909,835,951</b>	<b>\$ 903,672,758</b>	<b>\$ 908,743,448</b>	<b>\$ 903,389,755</b>
<b>Total Assets</b>	<b>\$ 965,314,860</b>	<b>\$ 966,244,794</b>	<b>\$ 968,522,339</b>	<b>\$ 971,765,521</b>	<b>\$ 975,723,209</b>
<b>Liabilities</b>					
<b>Current Liabilities</b>					
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
<b>Total Current Liabilities</b>	<b>\$ 18,978,506</b>	<b>\$ 18,729,508</b>	<b>\$ 19,123,542</b>	<b>\$ 19,369,048</b>	<b>\$ 20,882,277</b>
<b>Non-Current Liabilities</b>					
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	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Non-Current Liabilities</b>	<b>\$ 57,541,031</b>	<b>\$ 53,378,789</b>	<b>\$ 48,968,986</b>	<b>\$ 44,434,318</b>	<b>\$ 38,465,401</b>
<b>Total Liabilities</b>	<b>\$ 76,519,536</b>	<b>\$ 72,108,296</b>	<b>\$ 68,092,528</b>	<b>\$ 63,803,366</b>	<b>\$ 59,347,679</b>
<b>Net Assets</b>	<b>\$ 888,795,323</b>	<b>\$ 894,136,497</b>	<b>\$ 900,429,811</b>	<b>\$ 907,962,155</b>	<b>\$ 916,375,531</b>
<b>Equity</b>					
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
<b>Total Equity</b>	<b>\$ 888,795,323</b>	<b>\$ 894,136,497</b>	<b>\$ 900,429,811</b>	<b>\$ 907,962,155</b>	<b>\$ 916,375,531</b>

7.3 Cash Flow

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
<b>Cash Flows from Operating Activities</b>				
<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
<b>Net Cash Provided (or Used) in Operating Activities</b>	<b>\$ 21,495,466</b>	<b>\$ 19,421,180</b>	<b>\$ 20,473,052</b>	<b>\$ 22,032,833</b>
<b>Cash Flows from Investing Activities</b>				
<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
<b>Net Cash Provided (or Used) in Investing Activities</b>	<b>-\$ 24,822,434</b>	<b>-\$ 17,263,236</b>	<b>-\$ 26,894,339</b>	<b>-\$ 14,096,566</b>
<b>Cash Flows from Financing Activities</b>				
<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
<b>Net Cash Provided (or Used) in Financing Activities</b>	<b>\$ 1,766,013</b>	<b>\$ 8,416,151</b>	<b>-\$ 3,960,845</b>	<b>-\$ 4,117,466</b>
<b>Net Increase/(Decrease) in Cash and Cash Equivalents</b>	<b>-\$ 1,560,955</b>	<b>\$ 10,574,095</b>	<b>-\$ 10,382,131</b>	<b>\$ 3,818,801</b>
<b>Cash and Cash Equivalents at Beginning of Period</b>	<b>\$ 35,667,869</b>	<b>\$ 34,106,914</b>	<b>\$ 44,681,009</b>	<b>\$ 34,298,878</b>
<b>Cash and Cash Equivalents at End of Period</b>	<b>\$ 34,106,914</b>	<b>\$ 44,681,009</b>	<b>\$ 34,298,878</b>	<b>\$ 38,117,679</b>

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
<b>Cash Flows from Operating Activities</b>					
<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
<b>Net Cash Provided (or Used) in Operating Activities</b>	<b>\$ 23,242,559</b>	<b>\$ 23,844,792</b>	<b>\$ 25,045,233</b>	<b>\$ 26,466,403</b>	<b>\$ 27,524,947</b>
<b>Cash Flows from Investing Activities</b>					
<i>Receipts:</i>					
Proceeds from Sale of PPE	\$ 435,176	\$ 442,574	\$ 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
<b>Net Cash Provided (or Used) in Investing Activities</b>	<b>-\$ 14,460,257</b>	<b>-\$ 28,359,513</b>	<b>-\$ 12,803,940</b>	<b>-\$ 24,466,064</b>	<b>-\$ 14,465,750</b>
<b>Cash Flows from Financing Activities</b>					
<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
<b>Net Cash Provided (or Used) in Financing Activities</b>	<b>\$ 11,068,241</b>	<b>-\$ 4,796,413</b>	<b>-\$ 4,448,647</b>	<b>-\$ 4,602,188</b>	<b>-\$ 4,653,507</b>
<b>Net Increase/(Decrease) in Cash and Cash Equivalents</b>	<b>\$ 19,850,543</b>	<b>-\$ 9,311,134</b>	<b>\$ 7,792,646</b>	<b>-\$ 2,601,849</b>	<b>\$ 8,405,690</b>
<b>Cash and Cash Equivalents at Beginning of Period</b>	<b>\$ 38,117,679</b>	<b>\$ 57,968,222</b>	<b>\$ 48,657,088</b>	<b>\$ 56,449,734</b>	<b>\$ 53,847,886</b>
<b>Cash and Cash Equivalents at End of Period</b>	<b>\$ 57,968,222</b>	<b>\$ 48,657,088</b>	<b>\$ 56,449,734</b>	<b>\$ 53,847,886</b>	<b>\$ 62,253,576</b>

**7.4 Changes in Equity**

	Year 2 2021/2022	Year 3 2022/2023	Year 4 2023/2024	Year 5 2024/2025
<b>Asset Revaluation Surplus</b>				
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -
<b>Closing Balance</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>
<b>Retained Surplus</b>				
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
<b>Closing Balance</b>	<b>\$ 446,221,166</b>	<b>\$ 449,575,077</b>	<b>\$ 452,334,740</b>	<b>\$ 456,374,743</b>
<b>Total Community Equity</b>	<b>\$ 873,674,849</b>	<b>\$ 877,028,761</b>	<b>\$ 879,788,424</b>	<b>\$ 883,828,427</b>

	Year 6 2025/2026	Year 7 2026/2027	Year 8 2027/2028	Year 9 2028/2029	Year 10 2029/2030
<b>Asset Revaluation Surplus</b>					
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Closing Balance</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>	<b>\$ 427,453,683</b>
<b>Retained Surplus</b>					
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
<b>Closing Balance</b>	<b>\$ 461,341,639</b>	<b>\$ 466,682,813</b>	<b>\$ 472,976,128</b>	<b>\$ 480,508,471</b>	<b>\$ 488,921,847</b>
<b>Total Community Equity</b>	<b>\$ 888,795,323</b>	<b>\$ 894,136,497</b>	<b>\$ 900,429,811</b>	<b>\$ 907,962,155</b>	<b>\$ 916,375,531</b>

**8.0 Investments**

Council had \$46.026m held in bank accounts at 30 April 2021. Out of this balance 90% was held with QTC with an end of month interest rate of 0.64% and the remaining 10% was with Commonwealth Bank with an interest rate of 0.60%.

Institution	Rating	Rate at 30/06/2020	Current Rate
QTC	A1+	0.86%	0.64%
CBA General Account (new)	A1+	0.75%	0.60%
CBA General Account	A1+	0.75%	0.60%

**Investment Portfolio Report**  
As at 30 April 2021

Financial Institution	Opening Investment Balance 1 July 2020	Interest Rate	Deposits	Redemptions	Balance	Interest Income	Admin Charge	Net Interest Income	Ending Investment Balance 30 April 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	231,614	46,261	205,353	41,494,554	0.90	A1+	100%	No Limit
Commonwealth Bank Australia General Operating Account	6,211,212	0.50%	115,831,182	117,545,289	4,497,106	34,471		34,471	4,531,577	0.10	A1+	25% to 35%	\$20M
<b>Total</b>	<b>47,500,413</b>		<b>131,831,182</b>	<b>133,545,289</b>	<b>45,786,307</b>	<b>286,086</b>	<b>46,261</b>	<b>239,825</b>	<b>46,026,131</b>				

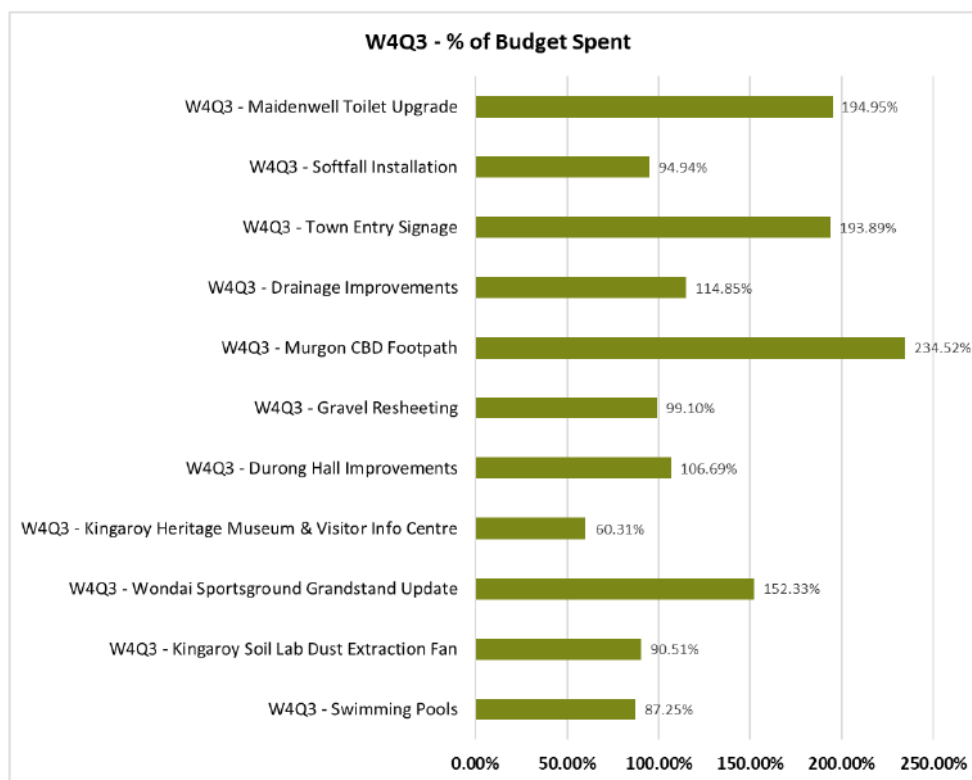


### 9.0 Works for Queensland

#### 9.1 Works for Queensland Round 3

The Works for Queensland total budget is \$4.5m. To-date, \$5.268m of actuals has been spent with a further committed cost of \$64k identified. As at 30 April 2021, \$4.398m was eligible expenditure under the grant with the remaining \$870k 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	1920 Project Actual Costs	July - Sept 2020	Oct - Dec 2020	Jan - Mar 2021	Apr - June 2021	Commitments	Project Life to Date	Eligible Expenditure	Funded by Council	% of Budget Spent
100055	W4Q3 - Swimming Pools	385,000.00	257,451.82	10,278.04	928.00	-	-	0.00	248,657.06	148,857.06	-	87.25%
100066	W4Q3 - Kingaroy So	48,000.00	58,831.40	-	-	-	-	0.00	58,831.40	58,831.40	-	90.11%
100067	W4Q3 - Wondai Spt	70,000.00	206,833.29	-	-	-	-	0.00	206,833.29	70,000.00	16,611.29	132.13%
100068	W4Q3 - Kingaroy Hs	50,000.00	5,292.75	1,008.07	2,366.60	12,985.94	7,002.77	24,438.18	30,155.81	30,155.81	-	60.31%
100069	W4Q3 - Durong Hall	15,000.00	16,063.76	-	-	-	-	0.00	16,063.76	15,000.00	1,063.76	106.69%
100070	W4Q3 - Gravel Reef	2,750,000.00	2,823,245.85	102,057.67	-	-	-	0.00	2,725,363.52	2,725,363.52	-	99.10%
100071	W4Q3 - Murgon CDE	500,000.00	869,947.99	321,094.89	18,258.15	10,143.89	28,498.81	89,473.53	1,372,662.97	500,000.00	473,662.97	236.52%
100072	W4Q3 - Drainage Ir	350,000.00	397,932.61	4,038.36	-	-	-	0.00	402,961.97	350,000.00	51,961.97	114.85%
100073	W4Q3 - Town Entry	300,000.00	393,325.71	-	-	781.40	-	0.00	393,887.11	300,000.00	93,887.11	130.89%
100074	W4Q3 - Softfall Inst	200,000.00	284,827.31	-	-	-	-	0.00	284,827.31	200,000.00	84,827.31	94.94%
100075	W4Q3 - Maidenwell	15,000.00	23,242.69	-	-	-	-	0.00	23,242.69	15,000.00	8,242.69	104.95%
		4,500,000.00	4,821,803.90	369,677.03	21,512.75	23,928.23	31,546.78	63,909.71	5,268,163.49	4,397,773.79	870,328.79	104.95%



9.2 Works for Queensland Round 4 – COVID

The Works for Queensland round 4 total budget is \$3.31m. To-date, \$1.367m of actuals has been spent with a further committed cost of \$1.098m 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	April 2021	Commitments	Project Life to Date Actual
<b>100712</b>														
005972	W4Q4-Local Airport Lighting Upgrade	50,000.00	-	-	-	-	-	-	-	488.53	13,299.00	2,680.00	-	16,467.53
	<b>Sub Total</b>	<b>50,000.00</b>								<b>488.53</b>	<b>13,299.00</b>	<b>2,680.00</b>		<b>16,467.53</b>
<b>100713</b>														
005983	W4Q4-Kingaro-Frontend CCTV	150,000.00	-	-	-	-	-	-	-	-	-	-	38.18	38.18
005984	W4Q4-Narrange-Cultural Centre-Arcon	255,000.00	-	-	-	8,888.16	2,161.00	-	6,173.20	6,134.00	3,325.00	5,948.41	372,142.23	35,382.87
005985	W4Q4-Regional-Roof-Replacements	220,000.00	-	-	7,340.30	9,322.34	23,228.46	21,328.00	927.50	80,629.56	8,337.28	41,794.68	18,864.87	207,183.52
005986	W4Q4-Regional-Repainting	370,000.00	-	-	-	450.00	3,640.00	-	-	10,417.00	65,070.00	8,611.82	96,071.05	79,275.18
005987	W4Q4-Regional-Repulse Flooring	150,000.00	-	-	-	16,234.26	8,300.00	-	10,629.91	2,313.18	-	4,956.18	68,439.45	73,227.82
005988	W4Q4-Regional-Security System	175,000.00	-	-	4,232.50	-	-	-	-	28,000.00	-	55,076.38	84,338.86	84,338.86
006000	W4Q4-Workshop-Showground Groundstand	175,000.00	-	-	552.00	4,850.24	-	-	10,138.80	1,750.00	9,875.00	14,611.82	41,786.16	48,210.66
006001	W4Q4 - Durong - Public Amenities - Bore	40,000.00	-	-	-	-	-	-	491.59	-	-	19.09	698.18	698.18
006002	W4Q4 - Kingooy - Youth Public Amenities	50,000.00	-	-	-	-	-	-	476.62	-	-	19.09	33,434.11	62,027
006003	W4Q4-Kingaro-Glenos St-Amenities	-	-	-	159.41	-	-	-	-	-	-	-	159.41	159.41
006009	W4Q4-Blackhill-Security Garden	20,000.00	-	-	-	-	-	-	2,000.00	-	-	3,121.09	-	20,121.09
006020	W4Q4-Blackhill-Forward-Goodwill-Like Sign	20,000.00	-	-	-	-	-	-	2,000.00	-	-	57.27	-	20,057.27
	<b>Sub Total</b>	<b>1,625,000.00</b>		<b>4,398.30</b>	<b>10,483.01</b>	<b>24,000.74</b>	<b>49,193.46</b>	<b>32,268.00</b>	<b>50,946.97</b>	<b>176,092.27</b>	<b>87,143.64</b>	<b>137,450.53</b>	<b>642,163.67</b>	<b>572,726.11</b>
<b>100714</b>														
005979	W4Q4 - Kingooy - New Planting	-	-	-	-	-	-	-	3,442.33	28,821.25	-	-	-	-
005980	W4Q4 - Murgon-QUEE Park Tree Replacement	-	-	-	-	-	-	-	1,990.91	-	-	-	-	-
005981	W4Q4 - Regional Parks Park Furniture	150,000.00	-	-	-	936.20	-	12,388.35	30,767.73	488.53	5,830.00	37,238.92	200,100.00	88,598.23
005982	W4Q4-Workshop & Blackhill-Lions Park Sprague	20,000.00	-	-	-	-	-	-	-	488.53	-	-	38.18	520.71
005983	W4Q4 - Regional Tourism - Stables	200,000.00	-	-	-	3,320.00	-	-	-	488.53	-	114.55	37,700.00	4,371.61
	<b>Sub Total</b>	<b>370,000.00</b>				<b>4,256.20</b>	<b>1,959.91</b>	<b>12,898.35</b>	<b>34,219.26</b>	<b>25,266.84</b>	<b>22,936.16</b>	<b>37,779.65</b>	<b>57,380.69</b>	<b>93,466.55</b>
<b>100715</b>														
005970	W4Q4-Boonooma-Homesack-Water	20,000.00	-	-	-	-	-	-	-	-	-	-	-	20,000.00
005973	W4Q4-Proton-Dump Point	15,000.00	-	-	-	-	-	-	488.53	2,827.17	-	-	4,628.82	3,804.23
005974	W4Q4-Workshop-Corralion Park	100,000.00	-	-	-	-	-	-	4,719.07	5,834.65	-	-	10,553.72	10,553.72
005975	W4Q4-Boonooma Dam-Bunhouse Relocation	250,000.00	-	-	8,863.00	89,946.16	25,751.98	34,200.23	16,731.52	12,377.82	78,633.68	28,840.12	13,286.71	236,133.51
005976	W4Q4 - Dams - Boonooma - Tennis Courts	-	-	-	467.27	1,106.31	-	-	2,910.81	306.18	-	-	-	-
005977	W4Q4-Workshop-Heights Museum Footpath	10,000.00	-	-	-	4,189.00	-	-	-	-	-	-	-	4,189.00
005978	W4Q4 - Yallock Dam - Boat Ramp Repairs	30,000.00	-	-	-	2,915.40	560.00	-	-	488.53	-	38,208.38	600.00	41,870.29
005984	W4Q4 - Dams - Yallock - Tennis Courts	20,000.00	-	-	-	693.24	182.64	-	-	1,556.98	-	8,254.07	-	9,390.95
006016	CP - Dams - Yallock - New Amenities	191,000.00	-	-	103.58	8,822.10	1,032.52	327.28	-	-	-	-	197,590.00	1,719.09
006271	W4Q4-Yallock BP Dam Contractor Rooms	65,000.00	-	-	-	-	-	-	3,065.00	3,976.93	21,930.42	22,896.57	41,838.84	51,832.82
006272	W4Q4 - Tourist Park Sprague BRBoonooma	50,000.00	-	-	-	-	-	-	-	488.53	-	78.38	18,750.00	1,833.42
	<b>Sub Total</b>	<b>760,000.00</b>		<b>18,811.82</b>	<b>9,030.27</b>	<b>106,177.81</b>	<b>29,400.20</b>	<b>35,361.15</b>	<b>23,195.86</b>	<b>93,182.97</b>	<b>91,129.90</b>	<b>107,124.39</b>	<b>277,291.26</b>	<b>432,716.13</b>
<b>100716</b>														
005985	W4Q4 - Narrange-Pioneer Park Playground	120,000.00	-	-	863.24	476.82	-	9,761.44	1,000.64	-	-	31,394.09	9,144.20	48,842.71
005986	W4Q4 - Yllock-Factory Playground	80,000.00	-	-	1,092.36	558.82	4,623.14	71,804.18	8,088.17	-	4,034.44	17,461.32	10,665.46	107,909.63
005987	W4Q4 - Kingooy - Memorial Park Softball	-	-	-	-	693.24	479.38	-	-	-	-	-	-	1,172.62
005988	W4Q4 - Kingooy-Heer Park-Park Furniture	80,000.00	-	-	-	476.58	40.08	-	-	-	-	-	19,400.00	2,478.75
005989	W4Q4 - Workshop-Sale Park Upgrade	30,000.00	-	-	-	558.82	-	-	488.53	-	488.53	19,430.09	97,000.00	21,882.21
005990	W4Q4 - Narrange-Reg McCallum Park Playground	80,000.00	-	-	-	963.24	1,489.05	-	-	-	-	19.09	24,850.79	2,849.82
005991	W4Q4-Narrange-Scott Street Carpark Shade	55,000.00	-	-	-	54,500.00	476.82	-	-	-	-	-	19.09	55,026.82
005992	W4Q4-Proton-Playground Renewal	80,000.00	-	-	174.76	2,576.36	597.69	-	-	182.80	-	19.09	55,751.08	3,560.00
	<b>Sub Total</b>	<b>595,000.00</b>		<b>174.76</b>	<b>4,622.16</b>	<b>58,974.82</b>	<b>4,933.89</b>	<b>15,468.18</b>	<b>75,541.99</b>	<b>9,261.61</b>	<b>67,137</b>	<b>68,361.86</b>	<b>121,243.53</b>	<b>344,127.86</b>
	<b>Grand Total</b>	<b>3,310,000.00</b>		<b>18,911.82</b>	<b>6,956.02</b>	<b>241,351.44</b>	<b>152,419.57</b>	<b>84,678.16</b>	<b>96,931.19</b>	<b>230,452.22</b>	<b>175,863.15</b>	<b>353,454.43</b>	<b>1,998,978.55</b>	<b>1,366,584.16</b>

### **10.0 Procurement Update**

Council is pleased to advise that a local provider has been appointed as the successful supplier for Hi Visibility Field Uniforms and Workwear for a contract period of 12 months.

Procurement conducted a cost analysis on the Bulk Fuel storage at the Murgon Depot to assist with determining the useful life of the bulk fuel storage facilities vs Fuel Cards. No change will be made at this stage.

Council is in the process of changing its online tendering portal where public tenders, requests for quote and expressions of interest will be advertised to reach the wider marketplace. This is due to the closure of the existing tendering portal LG Tenderbox. Tenders and Requests will continue to be advertised on the Council website with either downloadable offer documents or a link to the new tendering portal once established.

### **11.0 Rates Update**

Debt Recovery activities continued in April, with 1,273 First Rate Reminder Notices being issued on 7 April, and 762 Final Rate Reminder notices being issued on 28 April 2021. Any ratepayer who does not pay in full or make a satisfactory payment commitment with Council by 14 May 2021 will have their debt (if it is greater than \$800.00) sent to our Debt Recovery Specialist for the commencement of legal action. This will likely happen in the final week of May.

Rate Search requests continue to run at extremely high levels. While this has benefitted Council greatly by an increase in rate search revenue, as well as clearing up some properties with large and long-standing rates debts, it also impacts significantly on internal resources. By way of comparison, Rate Searches from 1 July 2019 to 30 April 2020 totalled 763 whereas Rate Searches for the period 1 July 2020 to 30 April 2021 totalled 1,407. This workload later flows onto the processing of property transfers; change of ownership letters; pensioner applications and splits processing.

As we move through the month of May, the Rates Section is preparing for the 6-monthly reading of water meters commencing at the end of May. Any notified changes to water meters are being updated into Tech One.

The public consultation period for Council's proposed changes to sewerage pedestal charges concluded on 30 April. The resultant comments will be compiled and likely discussed at one of the Council workshops in the coming days.

Sale of Land warning letters issued in March also had an expiry date of 30 April. A report is planned to be presented to Council in May recommending the commencement of formal Sale of Land for Overdue Rates proceedings for a number of properties.



**9.11 DEBTOR WRITE-OFFS FOR THE 2020/2021 YEAR****File Number:** 26/05/2021**Author:** Manager Finance**Authoriser:** Chief Executive Officer**PRECIS**

Debtor accounts for all modules (excluding rates) in both property and rating and core enterprise suite have been assessed with some write-offs as bad debts being required.

**SUMMARY**

Committee Resolution 2021/120

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the Committee recommends to Council:

- that the \$3,943.83 in bad debts to be written off be approved
- that Council receive and note the future potential write-offs of approximately \$2,000 to be confirmed at the June Standing Committee.

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:

- the \$3,943.83 in bad debts to be written off be approved; and
- South Burnett Regional Council receive and note the future potential write-offs of approximately \$2,000 to be confirmed at the June Standing Committee

**BACKGROUND**

As presented at the Executive and Finance & Corporate Standing Committee meeting on 19 May 2021

**ATTACHMENTS**

Nil

**10 PORTFOLIO – ROADS & DRAINAGE****10.1 MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD TUESDAY 16 MARCH 2021****File Number:** 26-05-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021 was the minutes of the Traffic Advisory Committee meeting held in the Warren Truss Chambers of the South Burnett Regional Council on Tuesday 16 March 2021 are provided to Council to note and consider.

**SUMMARY****COMMITTEE RESOLUTION 2021/90**

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That Council endorse the attached minutes and recommendations of the Traffic Advisory Committee held Tuesday, 16 March 2021.

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

Against: Nil

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

That Council receive the attached minutes of the Traffic Advisory Committee held Tuesday, 16 March 2021.

**BACKGROUND**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021.

**ATTACHMENTS**

1. TAC Minutes  



# Traffic Advisory Committee Minutes

Infrastructure

**Chair:** Councillor Jones  
**Minutes:** Alessandra Wagner  
**Date:** Tuesday 16 March 2021, 10am.  
**Venue:** Alpha/Bravo rooms, Nanango.

**Committee Attendance:**

Cr Gavin Jones (SBRC Councillor), Roz Frohloff (SBRC Councillor), James D'Arcy (SBRC Manager Infrastructure Planning), Alessandra Wagner (SBRC Administration Officer), Michelle Hoffman (Senior Advisor Road Safety DTMR), Vince Green (DTMR A/Principal Engineer), Cody Granger (SBRC Engineer), Aaron Kerr (SBRC Senior Technical Officer Works), Brett Smith (QPS - OIC Nanango), David Tierney (QPS – OIC Kingaroy), Brendan Seymour (QPS – RPU Kingaroy), Laura Bootle (QPS – Kingaroy Generals), Scott Henschen (SBRC Councillor).

Agenda Item	Action Summary	Responsible Officer	Due Date
<i>Welcome and Apologies (Chair)</i>	All members welcomed. Apologies recorded.	N/A	N/A
<i>Confirmation of previous minutes (Chair)</i>	Previous minutes of 16 December 2020 were confirmed. Moved: Cr Jones Seconded: David Tierney Vote: Unanimous	N/A	N/A
<i>Business Arising from Minutes of Last Meeting</i>	<b>Action: Widening and Lengthening of Bunya Highway to Boobie Crawford Road (DTMR)</b>  - Application submitted by DTMR for 'Safe Roads' funding for the 2021/2022 financial year. Funding to be announced in coming months.  <b>Status:</b> Current – outcome to be provided when available.	SBRC	TBA





# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>Action: Youngman/King Street Crash Data (SBRC)</b></p> <ul style="list-style-type: none"> <li>- DTMR have endorsed SBRC's concept plans for this project and for upgrades to the Glendon Street/Markwell Street intersection for submission to the Federal Government Blackspot for funding.</li> </ul> <p><b>Status:</b> Current – outcome of funding submission to be provided when available</p>	SBRC	TBA
	<p><b>Action: Request for 'Speed Cameras used in this area' signage at all SBRC boundary entrances (QPS)</b></p> <ul style="list-style-type: none"> <li>- Number of motorists require signage as it is available as a warning in other areas.</li> <li>- QPS and DTMR to investigate responsibility for installation of signage.</li> </ul> <p><b>Status:</b> Current</p>	QPS/DTMR	June
	<p><b>Action: Request for high visibility speed signage in Tingoorra (DTMR)</b></p> <ul style="list-style-type: none"> <li>- Hi-visibility signage to be included as part of DTMR's town entry treatments for the South Burnett for delivery this financial year.</li> </ul> <p><b>Status:</b> Closed</p>	DTMR	Closed
	<p><b>Action: Proposed speed limit reduction at Tanduringie Creek Bridge (DTMR)</b></p> <ul style="list-style-type: none"> <li>- 80km/hr signage has been installed.</li> </ul> <p><b>Status:</b> Closed</p>	DTMR	Closed
	<p><b>Action: Request to move Gayndah Hivesville road 60km/hr speed signage further back from the Hivesville turnoff. (SBRC)</b></p> <ul style="list-style-type: none"> <li>- '60 Ahead' sign to be installed upon approach to 60km/hr sign. 80km/hr buffer zone to be removed (diagram attached).</li> </ul> <p><b>Status:</b> Closed</p>	DTMR	Closed



# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>Action: Dangerous turnoff from Burnett Highway onto Cobby Road, Nanango.</b></p> <ul style="list-style-type: none"> <li>- Work order distributed by DTMR for extension of line marking along the Burnett highway to improve safety at this intersection.</li> <li>- DTMR have noted there is existing advanced warning signage and a widened road shoulder for safe overtake of turning vehicles at this turn off. Road users are encouraged to drive to the conditions.</li> </ul> <p><b>Status:</b> Closed</p>	DTMR	Closed
	<p><b>Action: Memerambi Gordonbrook Road (SBRC)</b></p> <ul style="list-style-type: none"> <li>- Road is inconsistent, sealed/unsealed and single/double lane stretches. Speed cannot be reduced at this time as road upgrade/widening would be required. If road is widened, speed reduction will no longer be required.</li> <li>- All future requests for speed reduction along this road to be directed to DTMR.</li> </ul> <p><b>Status:</b> Closed</p>	DTMR	Closed
	<p><b>Action: Speed limit on Levers Road (SBRC)</b></p> <ul style="list-style-type: none"> <li>- Traffic counts revealed a high number of cars travelling over 70km/hr.</li> <li>- Road is a single lane seal and cannot be signed. SBRC to advise petitioners and opposers no action will be taken.</li> </ul> <p><b>Status:</b> Closed</p>	SBRC	Closed
<i>Fatal Car Crashes</i>	<ul style="list-style-type: none"> <li>- Discussions held surrounding recent car crashes in the South Burnett.</li> </ul>		
<i>General Business</i>	<p><b>Item 1 – Murgon State Primary School zone line marking (QPS)</b></p> <ul style="list-style-type: none"> <li>- Line marking required to prevent U-turns during school pickup.</li> <li>- Proposed changes to line marking attached. Concerns raised that the proposed markings need to be extended higher to prevent additional hazards when cars enter the school carpark.</li> </ul>	SBRC	June



# Traffic Advisory Committee Minutes

Infrastructure

<ul style="list-style-type: none"> <li>- SBRC have line marking works programmed for completion this financial year close to the proposed location, SBRC to consider extension of these programmed works to include suggested area.</li> </ul> <p><b>Status:</b> Current – SBRC to advise outcome at future meeting.</p>		
<p><b>Item 2 – Tingoora Loop Road Speed reduction (QPS)</b></p> <ul style="list-style-type: none"> <li>- As road is single lane seal, speed should not be signed. SBRC to remove existing 80km/hr signage.</li> </ul> <p><b>Status:</b> Closed</p>	SBRC	Closed
<p><b>Item 3 – Kingaroy Barkers Creek Road/Redmans Road intersection proposed speed reduction (QPS)</b></p> <ul style="list-style-type: none"> <li>- Speed review required following fatal car accident.</li> <li>- Traffic review identified an average 1500 vehicles per day.</li> <li>- TAC have recommended 80km zone be introduced approximately 2kms from the intersection.</li> <li>- DTMR to conduct speed review and report at future meeting.</li> </ul> <p><b>Status:</b> Current</p>	SBRC/DTMR	June
<p><b>Item 4 – Proposed South Burnett entry treatments (DTMR)</b></p> <ul style="list-style-type: none"> <li>- Town entry treatment program to be delivered this financial year. Including upgrades to the entry speed signage and road treatments at:             <ul style="list-style-type: none"> <li>o Kumbia</li> <li>o Kingaroy (x4 entries)</li> <li>o Memerambi</li> <li>o Wooroolin</li> <li>o Tingoora</li> <li>o Wondai</li> </ul> </li> </ul>	DTMR	Closed



# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>Status:</b> Closed – FYI</p>		
	<p><b>Item 5 – Hivesville speed limit changes (DTMR)</b></p> <ul style="list-style-type: none"> <li>- As discussed in business arising.</li> </ul>	DTMR	Closed
	<p><b>Status:</b> Closed</p>		
	<p><b>Item 6 – Bunya Highway 45B line marking changes (DTMR)</b></p> <ul style="list-style-type: none"> <li>- 'Left turn only' line marking to be extended back to entry to prevent cars travelling in left lane when entering Murgon.</li> </ul>	DTMR	Closed
	<p><b>Status:</b> Closed</p>		
	<p><b>Item 7 – E-bike footpath inspections (SBRC)</b></p> <ul style="list-style-type: none"> <li>- Council to conduct footpath inspections and collect data using electric bike.</li> </ul>	SBRC	Closed
	<p><b>Status:</b> Closed – FYI</p>		
	<p><b>Item 8 - Nanango State School Safe ST works (SBRC)</b></p> <ul style="list-style-type: none"> <li>- Draft plans attached.</li> <li>- Works to include:                             <ul style="list-style-type: none"> <li>o Relocation of drop off zones</li> <li>o Relocation of pedestrian crossing</li> <li>o Relocation of disabled parking</li> <li>o Reintroduction of parking near turnoff</li> <li>o</li> </ul> </li> </ul>	SBRC	June
	<p><b>Status:</b> Current – SBRC to provide update of works at future meeting</p>		
<i>Report from Agencies</i>	<p><b>QPS</b></p> <ul style="list-style-type: none"> <li>- Nil</li> </ul>	N/A	N/A



# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>TMR Road Safety</b></p> <ul style="list-style-type: none"> <li>- Fatality Free Friday to be held May 28 2021</li> </ul>	N/A	N/A
	<p><b>TMR - Vince Green</b></p> <ul style="list-style-type: none"> <li>- Nil</li> </ul>	N/A	N/A
	<p><b>QAS</b></p> <ul style="list-style-type: none"> <li>- Not present</li> </ul>	N/A	N/A
<i>Further items for discussion</i>	<ul style="list-style-type: none"> <li>- More prominent 'no entry ahead' signage requested for the Railway Terrace access off Booth Street, Kingaroy.</li> <li>- SBRC have achieved STIP funding for the upgrade of the Taabinga State School parking and drop off area. Signage request to be considered in draft designs and presented at future meeting.</li> <li>- DTMR have raised the parking conditions on Youngman street adjacent to the hospital during construction works. QPS have requested that requests concerning illegal parking be forwarded to Kingaroy Police for assessment.</li> <li>- SBRC to investigate corridor management issues with DTMR to make the area more accessible for residents.</li> <li>- DTMR federal stimulus packages:                         <ul style="list-style-type: none"> <li>o Town entry treatments</li> <li>o Wondai Proston Road culvert replacements</li> <li>o Nanango turn lane upgrades and traffic treatments</li> <li>o Regional flood prevention works</li> <li>o Mundubbera Durong Road widening (proposed)</li> <li>o Booie Crawford Road right turn lane upgrades</li> <li>o Maidenwell Bunya Mountains Road sealing</li> <li>o Vegetation clearing works at various locations</li> </ul> </li> </ul>	<p>SBRC</p> <p>SBRC</p> <p>FYI</p>	<p>June</p> <p>June</p> <p>N/A</p>



# Traffic Advisory Committee Minutes

Infrastructure

---

<i>Next Meeting</i>	Date: 10 June 2021 Location: Council Chambers, Kingaroy.		
<i>Meeting Closed</i>	Meeting Closed: 12.20pm		

:

**10.2 HIVESVILLE FOOTPATH PETITION**

**File Number:** 26-05-2021  
**Author:** Personal Assistant Infrastructure  
**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021, was a report updating Council on the progress of the petition received 24 March 2021 and accepted as Resolution 2021/291.

**SUMMARY****COMMITTEE RESOLUTION 2021/92**

Moved: Cr Kathy Duff  
Seconded: Cr Danita Potter

That the committee recommend to Council:

That Council consider the footpath request between Hivesville and Gwen Street along the Wondai Proston Road in the development of its forward capital works program.

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

Against: Nil

**CARRIED 6/0**

**OFFICER'S RECOMMENDATION**

That Council consider the footpath request between Hivesville and Gwen Street along the Wondai Proston Road in the development of its forward capital works program.

**BACKGROUND**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021.

**ATTACHMENTS**

1. **Hivesville Footpath Petition** [↓](#) 

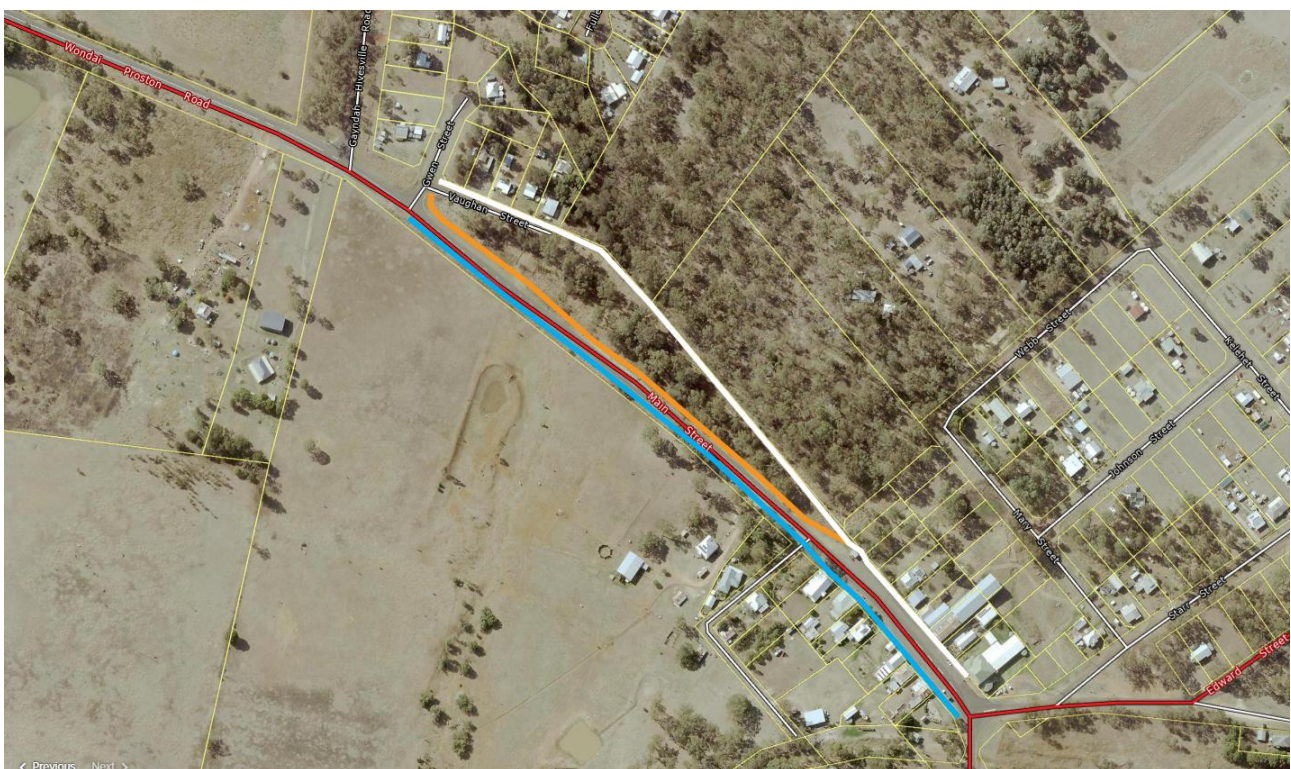


**Hivesville – Footpath Petition**

**Brief Report  
Infrastructure Planning**

A petition was received by Council on 1 March 2021 and noted at the March Ordinary Meeting of Council on 24 March 2021, petitioning for the construction of a footpath between Hivesville township and Gwen Street along Wondai Proston Road (Main Street), Hivesville.

Further investigation and scoping will be undertaken to understand the project budget and this project will added for future consideration by Council in developing its forward works programs.



**Attachment one (1) – Map of Hivesville township showing three (3) potential options between Hivesville Road and Gwen Road.**



**10.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - PHASE 2****File Number:** 26-05-2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Local Roads and Community Infrastructure Program – Phase 2

**SUMMARY**

At the Ordinary Council Meeting on 28 April 2021, Council resolved:

**MOTION**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

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

1. Blackbutt CBD - \$750,000
2. Wondai Industrial Estate Entry & Pavement Overlay - \$900,000
3. Harris Road Kingaroy - \$300,000

**MOTION**

Resolution 2021/1

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That Item 10.7 lay Local Roads and Community Infrastructure Program - Phase 2 on the table.

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

CARRIED 6/1

**OFFICER'S RECOMMENDATION**

Procedural Tabling Motion

That Local Roads and Community Infrastructure Program – Phase 2 be taken off the table.

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

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

1. Blackbutt CBD - \$750,000
2. Wondai Industrial Estate Entry & Pavement Overlay - \$900,000
3. Harris Road Kingaroy - \$300,000

**BACKGROUND**

N/A

**ATTACHMENTS**

Nil

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

Nil

**12 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES****12.1 LOCAL LAW REVIEW****File Number: 26-05-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 12 May 2021 was a report forwarding information regarding a Local Law Review.

**SUMMARY**

Committee Resolution 2021/160

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council;

That a complete review of Council's Local Laws and Subordinate Local Laws be undertaken during the 2021/22 financial year and that this activity be included in Council's 2021/22 Operational Plan.

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

Against: Nil

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

That a complete review of the South Burnett Regional Council's Local Laws and Subordinate Local Laws be undertaken during the 2021/22 financial year and that this activity be included in Council's 2021/22 Operational Plan.

**BACKGROUND**

Presented at the Community Standing Committee meeting held on 12 May 2021.

**ATTACHMENTS****Nil**

**13 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT****13.1 CLARK AND SWENDSON DEVELOPMENT SOUTH EAST KINGAROY WATER INFRASTRUCTURE****File Number: 26-05-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021 was a report on Clark and Swendson Development, South East Kingaroy Trunk Water Infrastructure. A requirement for significant trunk water infrastructure in south-east Kingaroy has been previously identified and recently reinforced by studies undertaken on Council's Managing the Infrastructure Pipeline Program (MIPP). While the timing for multiple infrastructure components required will be dictated the relative priority of these and identified in the 10-year capital works program under development, key stakeholders have requested Council consider prioritising components of the works for early delivery in the program. The matter was present to the March General Meeting and left to lay on the table until a revised report could be brought back with costs and considerations of a fourth option.

**SUMMARY****COMMITTEE RESOLUTION 2021/100**

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

That the committee recommend to Council:

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; and
3. Consider options for staged delivery of components of the planned trunk water infrastructure for Kingaroy, including Option four (4) of this report, in its Ten (10) Year Capital Works Program.

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

Against: Nil

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




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; and
3. Consider options for staged delivery of components of the planned trunk water infrastructure for Kingaroy, including Option four (4) of this report, in its Ten (10) Year Capital Works Program.

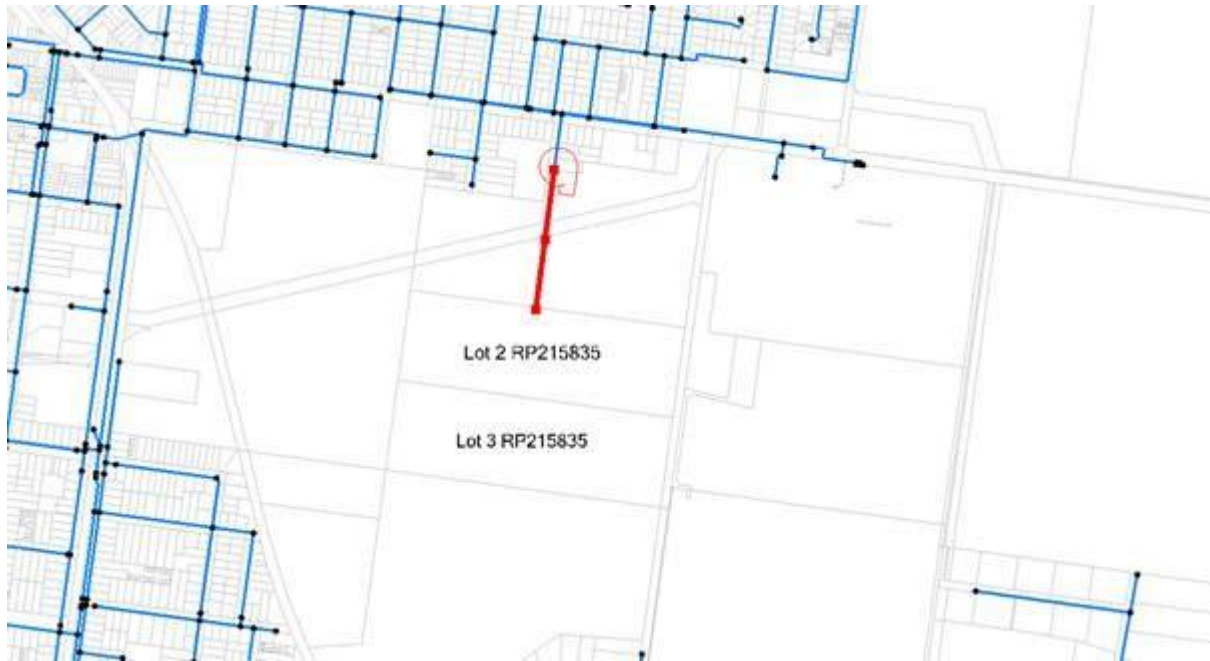
**BACKGROUND**

Presented at the Infrastructure Standing Committee meeting held on 5 May 2021.

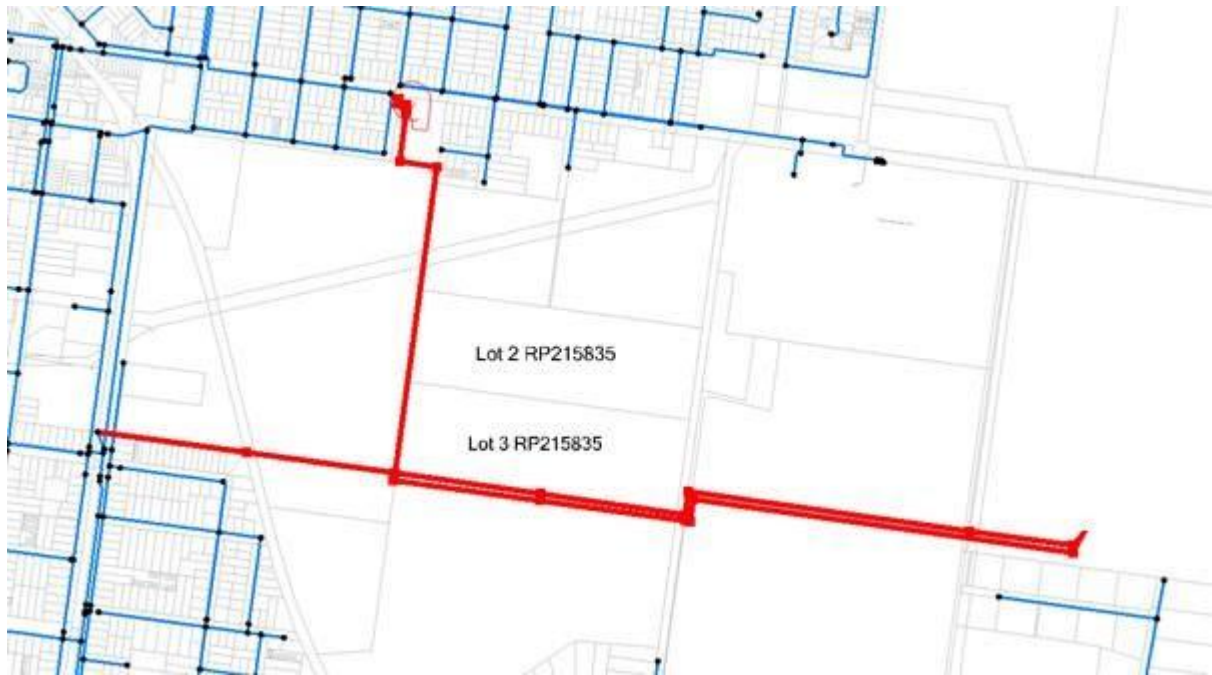
**ATTACHMENTS**

1. **Option One Layout** [!\[\]\(9bf097d682561b2ffd12d57a40ca73b1\_img.jpg\)](#) 
2. **Option Two Layout** [!\[\]\(a2c132b99b4fcf21fd2bcbbdcf2be642\_img.jpg\)](#) 
3. **Option Three Layout** [!\[\]\(6e5db9be9f6501972c386bc8b9567019\_img.jpg\)](#) 
4. **Option Four Layout** [!\[\]\(1239c315756aa530b61a30defc626f03\_img.jpg\)](#) 

Attachment 1 – Option One (1) Layout

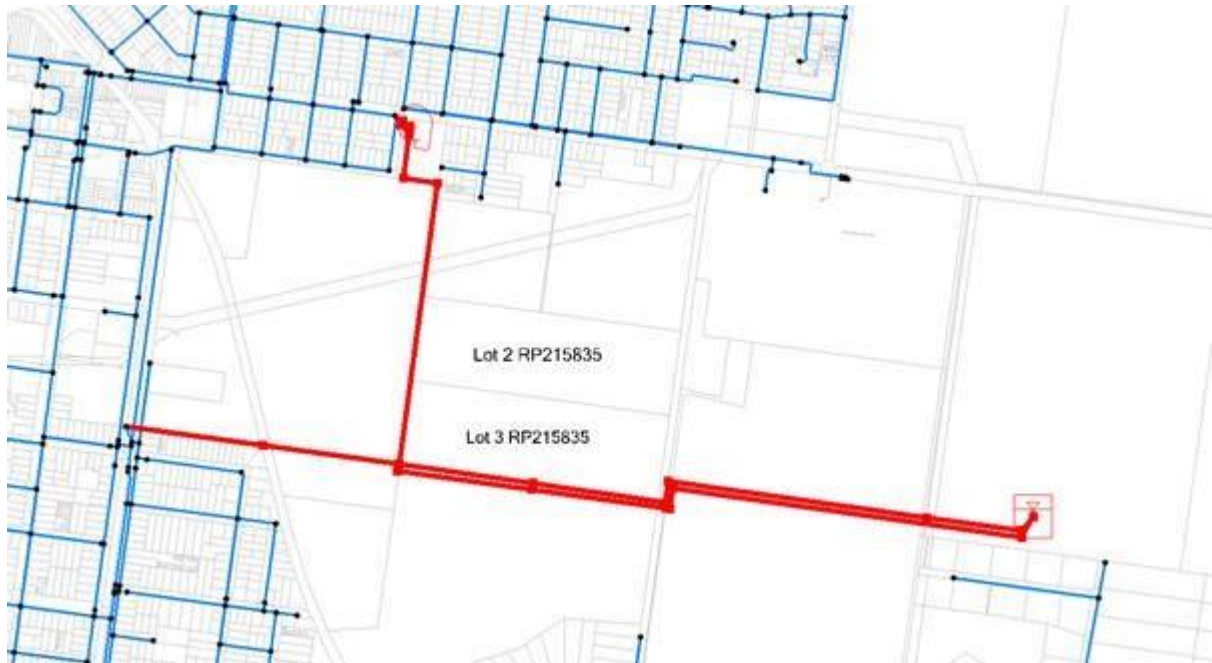


Attachment 2 – Option Two (2) Layout

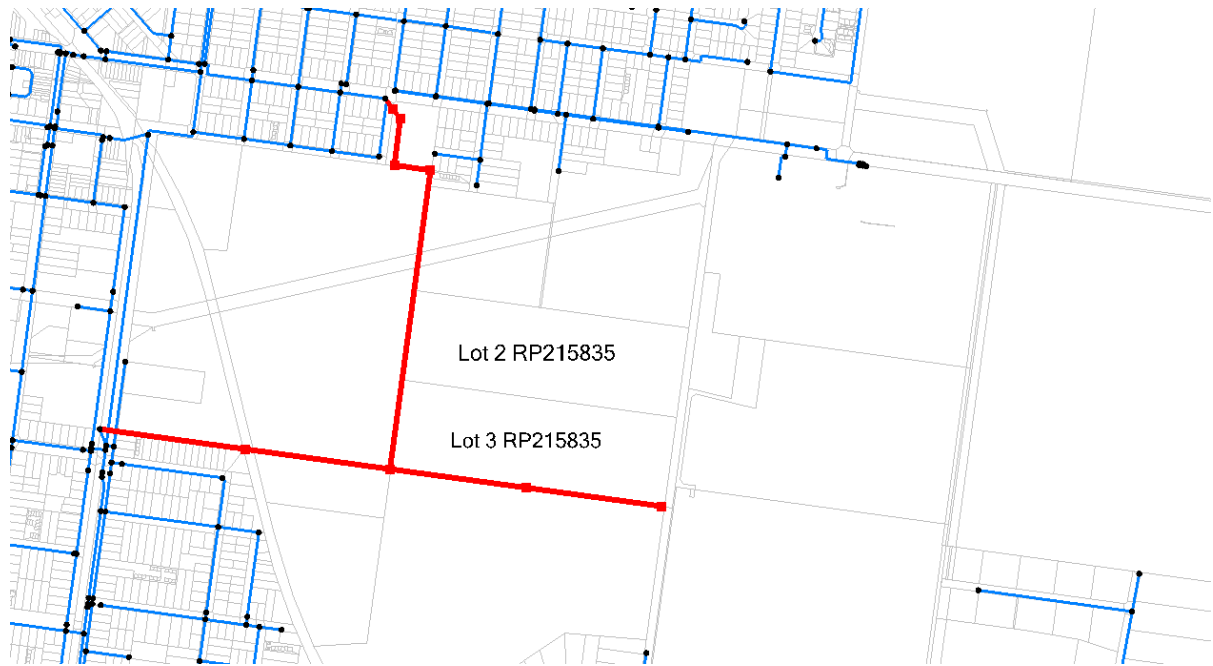




Attachment 3 – Option Three (3) Layout



Attachment 4 – Option Four (4) Layout



**13.2 ILLEGAL DUMPING SIGNAGE AND COMMUNITY EDUCATION**

**File Number:** 26-05-2021  
**Author:** Personal Assistant Community  
**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Community Standing Committee meeting held on 12 May 2021 was a report forwarding information regarding the Illegal Dumping Signage and Community Education.

**SUMMARY**

Committee Resolution 2021/167

Moved: Cr Roz Frohloff  
Seconded: Cr Danita Potter

That the Committee recommend to Council that;

Council investigate options for community education and awareness including signage on illegal dumping and littering and that this activity be included in Council's 2021/22 Operational Plan.

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

Against: Nil

**CARRIED 6/0**

---

**OFFICER'S RECOMMENDATION**

That Council investigate options for community education and awareness including signage on illegal dumping and littering and that this activity be included in Council's 2021/22 Operational Plan.

**BACKGROUND**

Presented at the Community Standing Committee meeting held on 12 May 2021.

**ATTACHMENTS**

Nil

**14 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS****14.1 PROPOSAL TO COMMENCE INVESTIGATIONS FOR THE DIVESTMENT OF TINGOORA HALL.****File Number: 26-05-2021****Author: Personal Assistant Community****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Community Standing Committee meeting held on 12 May 2021 was a report forwarding information regarding a proposal to commence investigations for the divestment of Tingoora Hall.

**SUMMARY**

Committee Resolution 2021/176

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council endorse the investigation of options, and community consultation, for the proposed divestment of the Tingoora Hall and report back to the September Community Standing Committee once investigations are complete.

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

Against: Nil

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

That South Burnett Regional Council endorse the investigation of options, and community consultation, for the proposed divestment of the Tingoora Hall and report back to the September Community Standing Committee once investigations are complete.

**BACKGROUND**

Presented at the Community Standing Committee meeting held on 12 May 2021.

**ATTACHMENTS**

Nil

**14.2 DEVELOPMENT OF MURGON TO PROSTON TO RAIL TRAIL****File Number:** 26-05-2021**Author:** Personal Assistant Community**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting held on 12 May 2021 was a report forwarding information regarding the development of Murgon to Proston Rail Trail.

**SUMMARY****Committee Resolution 2021/175**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the Committee recommend to Council that;

1. A Councillor workshop be held to review relevant documentation and formulate an assessment process including consultation plan as required, to assist Council make an informed decision on this matter.
2. That the Deputation parties be advised that Council will not be in a position to provide a response until further consideration on this matter has been made.
3. A further report be presented to a future Standing Committee Meeting.

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

Against: Nil

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

That:

1. A Councillor workshop be held to review relevant documentation and formulate an assessment process including consultation plan as required, to assist Council make an informed decision on this matter.
2. That the Deputation parties be advised that Council will not be in a position to provide a response until further consideration on this matter has been made.
3. A further report be presented to a future Standing Committee Meeting.

**BACKGROUND**

Presented at the Community Standing Committee meeting held on 12 May 2021.

**ATTACHMENTS**

Nil

**14.3 EXPIRY OF MANAGER CONTRACTS - BOONDOOMA & BJELKE PETERSEN DAMS**

**File Number:** 26-05-2021  
**Author:** Personal Assistant Community  
**Authoriser:** Chief Executive Officer

**PRECIS**

Presented at the Community Standing Committee meeting held on 12 May 2021 was a report forwarding information regarding the expiry of Manager Contracts - Boondooma & Bjelke-Petersen Dams.

**SUMMARY****Committee Resolution 2021/174**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

That the committee recommends to Council:

That pursuant to section 224(5) of the Local Government Regulation 2012, South Burnett Regional Council exercise an extension to the current contracts for Boondooma and Bjelke-Petersen Dams, for a period no greater than 12 months.

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

Against: Nil

**CARRIED 6/0**

**OFFICER'S RECOMMENDATION**

That pursuant to section 224(5) of the Local Government Regulation 2012, South Burnett Regional Council exercise an extension to the current contracts for Boondooma and Bjelke-Petersen Dams, for a period no greater than 12 months.

**BACKGROUND**

Presented at the Community Standing Committee meeting held on 12 May 2021.

**ATTACHMENTS**

Nil

**14.4 UPGRADES TO WONDAI SHOWGROUNDS GRANDSTAND AND PAVILION****File Number:** 26-05-2021**Author:** Manager Property**Authoriser:** Chief Executive Officer**PRECIS**

Assessment of Tender SBRCQ – 20/21 -18 Wondai Pavilion Grandstand Demolition and Reconstruction.

**SUMMARY**

Assessment of Tender for Wondai Grandstand Demolition and Pavilion Reconstruction.

---

**OFFICER'S RECOMMENDATION**

That Council

1. Award Tender SBRCQ – 20/21 -18 to Hawley Constructions Pty Ltd for the Wondai Pavilion Grandstand Demolition and Reconstruction as per their tender price.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The original budget allocation was \$175,000.

This project has also incurred expenditure to develop detailed survey plans, architecture drawings, construction drawings, building permit, demolition permits. A total cost to date of \$89996.82. These costs will be capitalised with the entire project cost.

Total proposed cost of project \$380,000. Available funds required for completion of the project can be sourced from within the building condition assessment priorities budget allocation.

**LINK TO CORPORATE/OPERATIONAL PLAN****EC2 Sustainable community groups**

EC2.1 - Encourage and support community organisations to enhance their sustainability

**INF1 Infrastructure that meets our communities needs**

INF1.3 - Provide and maintain other Council owned infrastructure to meet community needs in accordance with asset management practices

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Council has met with the Wondai Agricultural Pastoral and Industrial Society Inc and South Burnett Race Club members regularly to discuss this project. Councillors, Council Property Manager and Property Supervisor, Cardno Structural Engineer and Habitanace Architectures met with the Show Society and Racecourse committees to present concept designs and construction drawings. Both committees providing feedback and input into the designs to assist Council in preparing a building that is suitable for future events and functions during a show and race meet.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No direct legal implications arise from this report.

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

The normal contractual risks and mitigation strategies have been applied in assessing tenders as per Council's Procurement Policy.

## ASSET MANAGEMENT IMPLICATIONS

Council commissioned Cardno Structural Engineers to prepare a structure integrity report of the Wondai Grandstand and pavilion in January 2020.

The structural assessment report findings included;

- posts are in very poor condition, with high levels of termite damage, weathering, wood rot, poor connectivity and foundations unknown;
- bearers, joists and stringers that have been exposed to unprotected weathering are in very poor condition, with high level wood rot, signs of termite infiltration, weathering, loose connections and poor decking connectivity;
- the tiered seating decking may contain up to 20-30% salvageable material for reuse, but the remaining would be unsuitable for relaying without investing large amounts of labour cutting, sizing and re-lengthening;
- the grandstand roof was not a focus of this assessment, but noted the sheeting appears in good conditions, but the trusses and purlins showed signs of corrosion.

Council closed the grandstand to the public and securely fenced the site to safeguard against possible failure.

The grandstand will not be replaced, alternatively portable grandstand seating will be purchased by the Wondai Agricultural Pastoral and Industrial Society Inc through other grant opportunities when they become available. The reconstruction of the pavilion will continue to allow both committees to use the building on show and race days.

## REPORT

Council tendered the Wondai Pavilion Grandstand Demolition and Reconstruction on LG Tender Box 7<sup>th</sup> of May 2021 and tender submissions closed 14<sup>th</sup> of May 2021.

Council received 4 tender submissions from suppliers outside of the South Burnett Region. No local suppliers submitted a tender.

Both Tenderer A and Tenderer B visited Wondai Showgrounds and discuss the project and site conditions, location of services, relocation of campers etc with Council officers and Cardno Structural Engineer.

Tenderer B included a list of 6 local suppliers they were willing to sub-contract to assist with the delivery of the project.

Table 1: Tender Submission

Name of Supplier	Tender Price	Date Tender Received
Tenderer A	\$258,541.80	14-5-2021
Tenderer B	Conforming - \$395,558.54 Non-conforming - \$290,621.77	14-5-2021
Tenderer C	\$323,057.90	14-5-2021
Tenderer D	Conforming - \$359,942.00 Non-conforming - \$290,942.00	14-5-2021

The Tender Evaluation Panel has assessed the tenders and recommend that the tender be awarded to the lowest price conforming tender Hawley Constructions Pty Ltd (Tenderer A) for \$258,541.80 (GST Exclusive).

## ATTACHMENTS

Nil



**15 PORTFOLIO - REGIONAL DEVELOPMENT**

Nil

**16 NOTICES OF MOTION**

Nil

**17 INFORMATION SECTION****17.1 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT****File Number:** 26-05-2021**Author:** Senior Planner**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****RAL21/0003** – Reconfiguring a lot - 1 lot into 2 lots at 59 Bushnells Road, Nanango (and described as Lot 2 on RP186067)**RAL21/0004** – Reconfiguring a lot - 3 lots into 3 lots at 873 Benair Road, Wattlegrove (and described as Lot 181 on FY491 and Lots 182 & 183 on FY449)**MCU21/0005** – Material change of use – Telecommunications facility at 125 Lewis Duff Road, Ballogie (and described as Lot 33 on BO44)**MCU21/0006** – Other Change – Retirement facility at 95 Markwell Street, Kingaroy (and described as Lot 4 on RP178596)**ATTACHMENTS**

Nil

**17.2 DELEGATED AUTHORITY REPORTS****File Number:** 26/05/2021**Author:** Senior Planner**Authoriser:** Chief Executive Officer**PRECIS**

Reports signed by the Chief Executive Officer under delegated authority.

**SUMMARY**

This report comprises a listing of any reports approved by delegated authority.

---

**OFFICER'S RECOMMENDATION**

That the Delegated Authority report be received.

**ATTACHMENTS**

1. **OPW20/0001 - Operational Works Development Permit for Stage 5 Summit View** [↓](#) 
2. **MCU20/0010 - Material Change of Use for Extension to Existing Supermarket in Blackbutt** [↓](#) 
3. **OPW21/0002 - Operational Works Development Permit for 29A Knight Street Kingaroy** [↓](#) 

Delegated Authority

*[Signature]*

Date: 21/4/2021

**0.0 OPERATIONAL WORKS APPLICATION FOR STAGE 5 SUMMIT VIEW - PREMIER DRIVE, KINGAROY - LOT 206 SP313146 - ONE SURVEYORS - OPW20/0001**

**File Number:** OPW20/0001  
**Author:** Planning & Land Management  
**Authoriser:** Chief Executive Officer

	SIGNATURE	DATE
MANAGER	<i>[Signature]</i>	21/4/2021
GM	<i>[Signature]</i>	22/4/2021
CEO	<i>[Signature]</i>	22-04-2021

**PRECIS**

Operational Works Application for Stage 5 Summit View – Premier Drive/ Kingaroy – Lot 206 SP313146 – ONF Surveyors – OPW20/0001

**SUMMARY**

- Application for Operational Work for Earthworks, Stormwater, Water Supply at Premier Drive, Kingaroy on Lots 206 and 207 SP131146;
- An Operational Work application was conditioned in the required to implement the approval for Reconfiguring a Lot (Council Ref IR1322460);
- The proposed Operational Work is approved with conditions.
- These conditions are seen to be in accordance with South Burnett Regional Council Planning Scheme 2017, development guidelines and best practices.

**OFFICER'S RECOMMENDATION**

**Officer's Recommendation**

It is recommended that Council approve the development application for Operational Work for Stage 5 for Stormwater, Water Supply, Roadworks, Earthworks, on land described as Lot 206 and Lot 207 on SP131146 and situated at Premier Drive, Kingaroy, subject to the following conditions:

**GENERAL**

- ENG1. Compliance with the plans submitted with Development Application OPW20/0001, approval conditions, all Council Planning Scheme Policies and Reconfiguration of a Lot Approval (Council Ref IR1322460 dated 26 September 2014)
- (a) This approval extends to Operational Work for Stormwater, Water Infrastructure, Roadworks, and Earthworks, as detailed, and is conditional upon a set of "Issued for Construction" drawings, amended if required by the conditions of this approval, being submitted to Council for endorsement, prior to pre-start meeting.
- ENG2. Undertake all approved works and works required by conditions of this development approval at no cost to Council.
- ENG3. Submit to Council, electrical underground power and street lighting plans certified by a suitably qualified Engineer (RPEQ – Electrical) for endorsement, prior to Council's endorsement of the Plan of Survey. Be responsible to check and ensure that electrical drawings do not conflict with the civil engineering design.

Delegated Authority



Date: 21/4/2021

*Note: Electrical and Lighting plans have previously been prepared and accepted by Council subject to Ergon approval, which has not been received. The plans were prepared by Mohsen Khodadady at S&M Engineers.*

- ENG4. Submit to Council for approval, an Inspection and Test Plan certified by a suitably qualified Engineer (RPEQ – Civil) prior to commencement of any work and prior to any pre-start meeting.
- ENG5. Pay to Council, inspection fees based on Council's Fees and Charges current at the time of commencement of works and based on the estimated project cost as estimated or accepted by Council prior to the pre-start meeting.
- ENG6. Provide proof that the Queensland State Government Portable Long Service Leave and other associated charges have been paid prior to commencement of any work.
- ENG7. Ensure that supervision of all construction works are carried out by a suitably qualified and experienced Engineer (RPEQ).
- ENG8. Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday:	6.30am to 6.00pm	Noise permitted
Monday to Sunday:	6.00pm to 6.30am	No noise permitted
Sunday and Public Holidays:		No noise permitted

Do not conduct work or business that causes audible noise from or on the site outside the above hours.

- ENG9. Be responsible to carry out Work Health and Safety legislative requirements.
- ENG10. Ensure all work sites are maintained in a clean, orderly state at all times.
- ENG11. Manage all waste in accordance with the relevant legislation and regulations and dispose of regulated waste at a licensed facility of South Burnett Regional Council by a licensed regulated waste disposal contractor.
- ENG12. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG13. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development, immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of works associated with the development.
- ENG14. Submit to Council, a Certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the approved plans and specifications and to Council's requirements, prior to Council's endorsement of the Plan of Survey.

Delegated Authority



Date: 21/4/2021

ENG15. Works are to be constructed generally in accordance with the specification requirements outlined in Aus-Spec #1 and the IPWEAQ Standard Drawings unless otherwise approved by South Burnett Regional Council.

**ROADWORKS**

ENG16. Ensure fill placed under the road formation in embankment situations is compacted to achieve 98% standard compaction. Testing and supervision of such fill must be in accordance with the testing requirements of EDROC and at Level 2 Supervision of AS3798.

ENG17. Ensure that backfilling of road crossings with an insitu material to subgrade level is compacted to achieve 97% standard compaction.

ENG18. Submit to Council for approval, a Traffic Management Plan prior to commencement of any works involving closing of Council roads or working on or adjacent to existing roads.

**STORMWATER**

ENG19. Provide a Closed Circuit Television (CCTV) inspection of all underground stormwater drainage and interallotment drainage.

ENG20. In the event that works on Lots 207 and 206 are not carried out at the same time, temporary end caps shall be provided to the RW Line 2 at the boundary to allow for future connection. Future dwellings on proposed lots 168 and 169 shall not be connected to RW Line 2 until construction of RW Line 2 is completed.

ENG21. Ensure that earthworks and fill on the subject land do not lead to ponding of stormwater or actionable nuisance and ensure all lots, both internal and adjoining/ensure that the development and adjoining properties, drain freely to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual.

ENG22. Do not concentrate stormwater onto adjoining properties.

ENG23. Provide appropriate energy dissipation and scour protection measures at stormwater outlets.

**DEVELOPMENT WORKS**

ENG24. Maintain erosion and sedimentation controls at all times during the course of the project and the ensuing defects liability period. Council Officers will inspect and assess the sediment and erosion control measures and temporary fencing implemented, and any alterations and/or supplementary works required must be incorporated.

ENG25. Implement measures to prevent site vehicles tracking sediment and other pollutants from the site onto adjoining streets during the course of the project, and to prevent dust nuisance during construction and the ensuing defects liability period.

ENG26. Be responsible for protecting nearby property owners from dust pollution arising from construction and maintenance of the works required by this approval, and comply with any lawful instructions from the Assessment Manager if, in his opinion, a dust nuisance exists.



Delegated Authority



Date: 21/4/2021

**EARTHWORKS**

ENG27. Supervise bulk earthworks to Level 1 or Level 2 as applicable, and have a frequency of field density testing carried out in accordance with Table 8.1 of AS3798.

ENG28. Contain cut or fill batters wholly within the subject land. Do not place fill on adjacent properties without providing Council with written permission from the respective property owner(s).

ENG29. Do not store plant or material on adjoining lands without written permission from the respective property owner(s).

ENG30. Do not use contaminated material as fill on the site. Undertake any filling using inert materials only, with a maximum particle size of 75mm.

**WATER SUPPLY**

ENG31. Construct water supply networks in accordance with the *SEQ Design and Construction Standards*, Council Specifications, and Customer Service Standards.

ENG32. All live works associated with water must be performed by South Burnett Regional Council (or under the supervision of a South Burnett Regional Council Officer if considered appropriate).

ENG33. Install valve markers and hydrant markers including RPMs on the completed roads to Council's standards.

ENG34. A 3 metre wide easement, in favour of Council, shall be registered on the southern side of the property boundary between lots 188 and 189 to allow for future Council infrastructure.

**INSPECTIONS AND TESTING**

ENG35. Submit to Council the pre-start meeting agenda at the confirmation of a date and time for the meeting.

ENG36. Provide Council with a minimum of two clear working days notice to undertake compulsory inspections and meetings at the following stages:

Pre-start meeting with Council, Contractor, Supervising Engineer and developer;

- a) Water: In accordance with Council's Minimum Requirements, and:
  - i. prior to backfilling of each water main;
  - ii. prior to backfilling of each water connection point;
  - iii. prior to connection of any works to the reticulated water supply systems;
  - iv. at the time of super-chlorination works and swabbing of mains; and
  - v. at the time of any testing of each and every water main;
- b) Stormwater:
  - i. prior to backfilling of any stormwater drainage works; and
  - ii. at the time of CCTV inspection to facilitate Council's acceptance of the works on and off-maintenance;
- c) Structural steel inspection prior to pouring of any structural concrete including cast in-situ stormwater and sewer manholes and gully pits;
- d) prior to back filling road crossings;

Delegated Authority



Date: 21/4/2021

- e) following preparation and compaction of road sub-grade;
- f) following placement and compaction of each road pavement layer and prior to laying of the next pavement layer or surfacing layer;
- g) of the finished pavement surface prior to any bitumen primer-seal or prime or asphalt surfacing;
- h) at the point of completion of all works before placing on-maintenance; and
- i) at the point of requesting Council to accept the works off-maintenance.

ENG37. Submit to Council, all inspection and test data in its entirety prepared by the applicant, Engineer, Principal Contractor or by Subcontractors in relation to the Operational Work or as described in the application prior to Council's endorsement of the Survey Plan. Undertake any further inspection, testing or analysis required, due to failure of work to meet specifications or where the testing previously provided is considered insufficient on behalf of the Principal Contractor by a NATA accredited entity (where applicable).

ENG38. Uncover all works covered prior to inspection to allow inspection by Council at Council's sole discretion.

ENG39. Allow Council to enter a work site to which this approval relates and undertake testing or analysis of any part of the construction, and Council is not liable for the rectification of or compensation for any damage caused in the testing or analysis process. Should work be found to be not constructed to specification or of poor quality, any reasonable instruction given by Council Officers must be considered to be a condition of approval and undertaken by the Principal Contractor.

ENG40. Where complete or incomplete works under this approval adversely affect adjoining properties, Council land, roads or other infrastructure, Council requires by notice, works to be completed.

ENG41. Undertake any works for the safety or health of the community or protection of infrastructure where Council deems it necessary.

#### **MAINTENANCE**

ENG42. Submit to Council, a written request to place constructed works on-maintenance or off-maintenance from the developer's certifying Engineer stating that all approved works have been completed and are ready for Council inspection.

ENG43. Submit to Council, a Closed Circuit Television (CCTV) inspection for all underground stormwater drainage, inter-allotment drainage and sewerage works undertaken by an accredited provider at on and off-maintenance. A certified copy of the report including a disk or storage device is to be submitted to Council for review and endorsement prior to Council's acceptance of the works on or off-maintenance.

ENG44. Pay to Council, a maintenance bond of 5% of the cost of the operational work as estimated or accepted by Council, prior to commencement of the on-maintenance period.



Delegated Authority



Date: 21/4/2021

ENG45. Maintenance bond must be provided in the form of a cash bond or a bank guarantee.

ENG46. Maintain all works that will become Council infrastructure for a period of 12 months (maintenance period) from commencement of the on-maintenance period. Undertake any necessary maintenance or repairs to non-conforming work, defects and/or damage to any works undertaken in relation to this approval, even where damage has resulted from a third party activity within the maintenance period.

ENG47. The maintenance bond will be entirely forfeited to Council should there be any failure by the applicant to undertake any such works considered by Council as necessary, to rectify any non-compliant works and to protect public safety. In the event that the bond is insufficient to address the non-compliant works, Council reserves the right to seek restitution. After expiration of the maintenance period and where required maintenance is suitably undertaken to Council's satisfaction, the bond will be returned accordingly, after the project is accepted off-maintenance.

ENG48. The on-maintenance period commences only when Council provides written confirmation that all of the following are completed:

- (a) satisfactory completion of all works and conditions of Operational Work approval including associated Reconfiguring a Lot approval;
- (b) provision of all necessary test and quality audit requirements;
- (c) lodgement with Council, of certification from an RPEQ that the works have been undertaken in accordance with the approved plans and specifications and to Council's requirements;
- (d) lodgement of a maintenance bond of 5% of the cost of the operational work as accepted by Council;
- (e) submission of "As Constructed" data in the required format.

#### **AS CONSTRUCTED INFORMATION**

ENG49. Submit to Council within 10 working days of completion of the operational work, suitable "As Constructed" drawings in hard copy and AutoCAD format and on GDA Zone 56 coordinates. The "As Constructed" drawings or data capture methods as required by Council must be certified by a Registered Professional Engineer of Queensland (RPEQ) on every drawing and shall be to an appropriate electronic format and standard as required by Council's Infrastructure Services General Manager.

ENG50. Provide "As Constructed" data for the following elements, where applicable:

- (a) water supply;
- (b) roadworks; and
- (c) stormwater drainage.

Delegated Authority



Date: 21/4/2021

The approval is subject to construction being undertaken in accordance with the Approved Plans prepared by Baker Rossow Consulting Engineers as listed below:

Drawing No./ Revision/Sheet No.	Drawing/Plan Title	Date
140248_04-101 A	Roadworks Typical Cross Section, Kerb and Pavement Details	19/2/21
140248_04-102 A	Control Line Setout – Sheet 1 of 2	19/2/21
140248_04-103 A	Control Line Setout – Sheet 2 of 2	19/2/21
140248_04-201 A	Roadworks Layout Plan – Sheet 1 of 2	19/2/21
140248_04-202 A	Roadworks Layout Plan – Sheet 2 of 2	19/2/21
140248_04-203 A	Roadworks Longitudinal Section – Control Line 1 – Sheet 1 of 3	19/2/21
140248_04-204 A	Roadworks Longitudinal Section – Control Line 1 – Sheet 2 of 3	19/2/21
140248_04-205 A	Roadworks Longitudinal Section – Control Line 1 – Sheet 3 of 3	19/2/21
140248_04-206 A	Roadworks Cross Sections – Control Line 1 – Sheet 1 of 7	19/2/21
140248_04-207 A	Roadworks Cross Sections – Control Line 1 – Sheet 2 of 7	19/2/21
140248_04-208 A	Roadworks Cross Sections – Control Line 1 – Sheet 3 of 7	19/2/21
140248_04-209 A	Roadworks Cross Sections – Control Line 1 – Sheet 4 of 7	19/2/21
140248_04-210 A	Roadworks Cross Sections – Control Line 1 – Sheet 5 of 7	19/2/21
140248_04-211 A	Roadworks Cross Sections – Control Line 1 – Sheet 6 of 7	19/2/21
140248_04-212 A	Roadworks Cross Sections – Control Line 1 – Sheet 7 of 7	19/2/21
140248_04-213 A	Allotment Filling Details	19/2/21
140248_04-401 A	Stormwater Catchment Plan – Sheet 1 of 2	19/2/21
140248_04-402 A	Stormwater Catchment Plan – Sheet 2 of 2	19/2/21
140248_04-403 A	Stormwater Drainage Layout Plan – Sheet 1 of 2	19/2/21
140248_04-404 A	Stormwater Drainage Layout Plan – Sheet 2 of 2	19/2/21
140248_04-405 A	Stormwater Drainage Manhole Plan – Sheet 1 of 2	19/2/21
140248_04-406 A	Stormwater Drainage Manhole Plan – Sheet 2 of 2	19/2/21
140248_04-407 A	Stormwater Drainage Longitudinal Section – Sheet 1 of 7	19/2/21
140248_04-408 A	Stormwater Drainage Longitudinal Section – Sheet 2 of 7	19/2/21
140248_04-409 A	Stormwater Drainage Longitudinal Section – Sheet 3 of 7	19/2/21
140248_04-410 A	Stormwater Drainage Longitudinal Section – Sheet 4 of 7	19/2/21
140248_04-411 A	Stormwater Drainage Longitudinal Section – Sheet 5 of 7	19/2/21
140248_04-412 A	Stormwater Drainage Longitudinal Section – Sheet 6 of 7	19/2/21
140248_04-413 A	Stormwater Drainage Longitudinal Section – Sheet 7 of 7	19/2/21
140248_04-414 A	Stormwater Drainage Miscellaneous Details – Sheet 1 of 3	19/2/21

Delegated Authority



Date: 21/9/2021

140248_04-415 A	Stormwater Drainage Miscellaneous Details – Sheet 2 of 3	19/2/21
140248_04-416 A	Stormwater Drainage Miscellaneous Details – Sheet 3 of 3	19/2/21
140248_04-701 A	Water Reticulation Layout Plan – Sheet 1 of 2	19/2/21
140248_04-702 A	Water Reticulation Layout Plan – Sheet 2 of 2	19/2/21
140248_04-801 A	Sediment and Erosion Control Plan – Sheet 1 of 2	19/2/21
140248_04-802 A	Sediment and Erosion Control Plan – Sheet 1 of 2	19/2/21
140248_04-803 A	Sediment and Erosion Control Details	19/2/21

**ADVICE NOTES**

The applicant be advised that:

- (a) Prior to commencement of the use or endorsement of the survey plan as applicable, the applicant shall contact Council to arrange a Development Compliance Inspection.
- (b) The applicant must ensure compliance with environmental conditions whether required to hold an Environmental Authority or not. These include, but are not limited to water quality, air quality, noise levels, waste waters, lighting and visual quality as a result of any activity or by-product or storage of materials within the confines of the building(s) and property boundaries.

Any amendment, alteration or addition to the development approval will require further consideration by Council in assessing any changes to the environmental conditions.

- (c) The *Aboriginal Cultural Heritage Act 2003* (ACHA) is administered by the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs (DATSIMA). The ACHA establishes a duty of care to take all reasonable and practicable measures to ensure any activity does not harm Aboriginal cultural heritage. This duty of care:
  - (i) is not negated by the issuing of this development approval;
  - (ii) applies on all land and water, including freehold land;
  - (iii) lies with the person or entity conducting an activity; and
  - (iv) if breached, is subject to criminal offence penalties.

Those proposing an activity involving surface disturbance beyond that which has already occurred at the proposed site must observe this duty of care. Details of how to fulfil this duty of care are outlined in the duty of care guidelines gazetted with the ACHA. The applicant should contact DATSIP’s Cultural Heritage Co-ordination Unit on telephone (07) 3224 2070 for further information on the responsibilities of developers under the ACHA.

- (d) The **relevant period** for the development approval (Operational Work) shall be **two (2) years** starting the day the approval is granted or takes effect. In accordance with Section 85(1)(c) of the *Planning Act 2016* (PA), the development approval for Operational Work lapses if the development does not substantially start within the abovementioned **relevant period**.

An applicant may request Council to extend the **relevant period** provided that such request is made in accordance with Section 86 of PA and before the development approval lapses under Section 85 of the PA.

- (e) Council is to be indemnified against any claims arising from works carried out by the applicant on Council’s property.

Delegated Authority



Date: 21/4/2021

- (f) The relevant Planning Scheme for this Development Permit is the South Burnett Regional Council Planning Scheme 2017. All references to the Planning Scheme and Schedules within these conditions refer to the above Planning Scheme.

**Conclusion**

The proposed development has been assessed against the requirements of the South Burnett Regional Council Planning Scheme 2017. It is considered that the proposed development generally complies with the requirements of the Planning Scheme and as such, the applicant should be provided with a Development Permit. The Development Permit should contain the conditions detailed in the Officer's Recommendation in order to ensure that the proposal complies with the South Burnett Regional Council Planning Scheme 2017.

**Attachments**

1. Locality Plans
2. Proposal Plans



Delegated Authority



Date: 21/4/2021

Performance outcomes	Assessment benchmarks
<b>General</b>	
<b>PO1</b> The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.	<b>AO1.1</b> A stormwater quality management plan provides for achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.
<b>PO2</b> Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.	<b>AO2.1</b> A wastewater management plan prepared by a suitably qualified person and addresses : (a) wastewater type; (b) climatic conditions; (c) water quality objectives; (d) best-practice environmental management; and <b>AO2.2</b> Wastewater is managed in accordance with a waste management hierarchy that: (a) avoids wastewater discharge to waterways; or (b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.
<b>PO3</b> Construction activities avoid or minimise adverse impacts on stormwater quality.	<b>AO3.1</b> An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.
<b>PO4</b> Operational activities avoid or minimise changes to waterway hydrology from adverse impacts of altered stormwater quality and flow.	<b>AO4.1</b> Development incorporates stormwater flow control measures to achieve the design objectives for the post-construction phase in Table 9.4.4.
<ul style="list-style-type: none"> <li>• Stormwater Management Plan prepared by Baker Rossow Consulting Engineers approved as part of the Reconfiguring a Lot approval.</li> <li>• Wastewater discharge for dwellings will be as part the AS1547 and QPWC</li> </ul>	
<b>Infrastructure</b>	
<b>PO5</b> Development is provided with infrastructure which: (a) conforms with industry standards for quality; (b) is reliable and service failures are minimised; and (c) is functional and readily augmented.	<b>AO5.1</b> Except in the Rural zone, all development occurs on a site with frontage to a sealed road. and <b>AO5.2</b> Infrastructure is designed and constructed in accordance with the standards contained in PSP1 – Design and Construction Standards.
<ul style="list-style-type: none"> <li>• Subdivision connects to existing sealed road, with water supply available.</li> <li>• Design meets current standards and requirements</li> </ul>	
<b>Vehicle parking</b>	
<b>PO6</b> Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.	<b>AO6.1</b> Vehicle parking spaces are provided on-site in accordance with Table 9.4.5. and <b>AO6.2</b> A service bay is provided on-site for the service vehicle nominated in Table 9.4.5. and <b>AO6.3</b> Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards. and <b>AO6.4</b> Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.

Delegated Authority



Date: 21/4/2021

Performance outcomes	Assessment benchmarks
<ul style="list-style-type: none"> <li>Subdivision connects to existing sealed road, with water supply available.</li> <li>Design meets current standards and requirements</li> </ul>	
<b>Vehicle parking</b>	
<p><b>PO6</b> Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.</p>	<p><b>AO6.1</b> Vehicle parking spaces are provided on-site in accordance with Table 9.4.5.</p> <p>and</p> <p><b>AO6.2</b> A service bay is provided on-site for the service vehicle nominated in Table 9.4.5.</p> <p>and</p> <p><b>AO6.3</b> Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards.</p> <p>and</p> <p><b>AO6.4</b> Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>
<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	
<b>Landscaping</b>	
<p><b>PO7</b> Landscaping is appropriate to the setting and enhances local character and amenity.</p>	<p><b>AO7.1</b> Landscaping is provided in accordance with the relevant zone code provisions.</p> <p>and</p> <p><b>AO7.2</b> Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m<sup>2</sup> and is unsealed and permeable.</p> <p>and</p> <p><b>AO7.3</b> Plantings along frontages or boundaries are in the form of defined gardens with three tier planting comprised of groundcovers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system, mulching and border barriers.</p>
<p><b>PO8</b> Plant species avoid adverse impacts on the natural and built environment, infrastructure and the safety of road networks.</p>	<p><b>AO8.1</b> Landscaping utilises plant species that are appropriate for the location and intended purpose of the landscaping.</p> <p>and</p> <p><b>AO8.2</b> Species selection avoids non-invasive plants.</p> <p>Editor's Note. Guidance on plant selection is provided in Branching Out - Your Handy Guide to tree Planting in the South Burnett available from Council.</p>
<ul style="list-style-type: none"> <li>Landscaping to be provided as per Reconfiguring a Lot approval conditions</li> </ul>	

Delegated Authority



Date: 21/4/2021

Performance outcomes	Assessment benchmarks
<b>Filling and excavation</b>	
<p><b>PO9</b> Development results in ground levels that retain:</p> <ul style="list-style-type: none"> <li>(a) access to natural light;</li> <li>(b) aesthetic amenity;</li> <li>(c) privacy; and</li> <li>(d) safety.</li> </ul>	<p><b>AO9.1</b> The depth of:</p> <ul style="list-style-type: none"> <li>(a) fill is less than 2m above ground level; or</li> <li>(b) excavation is less than 2m below ground level.</li> </ul> <p>and</p> <p><b>AO9.2</b> The toe of the fill, or top of the excavation is not less than 0.5m inside the site property boundary.</p> <p>and</p> <p><b>AO9.3</b> Works do not occur on slopes over 15% in grade.</p> <p>and</p> <p><b>AO9.4</b> Retaining walls over 1m in height are terraced 1.5m for every 1m in height and landscaped.</p> <p>and</p> <p><b>AO9.5</b> Batter slopes are not steeper than 25% and are grassed and terraced 1.5m for every 1m in height.</p> <p>and</p> <p><b>AO9.6</b> Filling or excavation for the purpose or retention of water:</p> <ul style="list-style-type: none"> <li>(a) is certified by an RPEQ engineer to safely withstand the hydraulic loading;</li> <li>(b) directs overflow such that no scour damage or nuisance occurs on adjoining lots.</li> </ul>
<p><b>PO10</b> Filling or excavation does not cause damage to public utilities.</p>	<p><b>AO10.1</b> Filling or excavation does not occur within 2m horizontally of any part of an underground water supply, sewerage, stormwater, electricity or telecommunications system.</p>
<p><b>PO11</b> Filling and excavation avoids water ponding on the premises or nearby premises that will adversely impact on the health of the community.</p>	<p><b>AO11.1</b> Following filling or excavation:</p> <ul style="list-style-type: none"> <li>(a) the premises:                             <ul style="list-style-type: none"> <li>(i) are self-draining; and,</li> <li>(ii) has a minimum slope of 0.25%; and,</li> </ul> </li> <li>(b) surface water flow is:                             <ul style="list-style-type: none"> <li>(i) directed away from neighbouring properties; or</li> <li>(ii) discharged into a stormwater drainage system designed and constructed in accordance with AS3500 section 3.2.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• No significant excavation or filling. Road to be constructed at existing ground level.</li> </ul>	
<b>All operational work subject to an overlay</b>	
<b>Biodiversity overlay</b>	
<p><b>PO12</b> Development avoids, minimises or mitigates adverse impacts on areas of environmental significance.</p>	<p><b>AO12.1</b> Uses and associated works are confined to areas not identified on Overlay Map 05.</p> <p>or</p> <p><b>AO12.2</b> Development is compatible with the environmental values of the area.</p> <p>or</p> <p><b>AO12.3</b> Where development within an area identified on Overlay Map 05 is unavoidable, measures recommended by a</p>



Delegated Authority

Date: 21/4/2021

Performance outcomes	Assessment benchmarks
	suitably qualified ecologist are incorporated to protect and retain the environmental values and underlying ecosystem processes within or adjacent to the development site to the greatest extent practical.
<b>PO13</b> Biodiversity values of identified areas of environmental significance are protected from the impacts of development	<b>AO13.1</b> Development adjacent to Protected Areas identified on Overlay Map 05 is set back a minimum of 100m from the park boundaries in the absence of any current 'Management Plans' for these areas.
<b>PO14</b> There are no significant adverse effects on water quality, ecological and biodiversity values.	<b>AO14.1</b> Uses and associated works are confined to areas outside overland flow paths and natural drainage features. and <b>AO14.2</b> The Waterway Corridors identified on Overlay Map 05 are maintained in a natural state.
<ul style="list-style-type: none"> <li>• <i>Not Applicable</i></li> </ul>	
<b>Flood hazard overlay</b>	
<b>PO15</b> Development directly, indirectly and cumulatively avoids any significant increase in water flow, velocity or flood level, and does not increase the potential for flood damage either on site or other properties.	<b>AO15.1</b> Works associated with the proposed development do not: <ul style="list-style-type: none"> <li>(a) involve a net increase in filling greater than 50m<sup>3</sup> in the area identified on Overlay Map 03;</li> <li>(b) result in any reductions of on-site flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or</li> <li>(c) change flood characteristics outside the site in ways that result in:                             <ul style="list-style-type: none"> <li>(i) loss of flood storage;</li> <li>(ii) loss of/changes to flow paths;</li> <li>(iii) acceleration or retardation of flows; or</li> <li>(iv) any reduction in flood warning times.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <i>Not Applicable</i></li> </ul>	
<b>Regional infrastructure overlay</b>	
<b>PO16</b> Earthworks do not restrict access to and along major electricity infrastructure corridors by the electricity providers, using their normal vehicles and equipment.	<b>AO16.1</b> Earthworks do not alter levels along the boundaries of existing easements by more than 300mm and do not result in increased inundation of electricity infrastructure.
<b>PO17</b> There is no worsening of drainage or erosion conditions affecting the bulk supply and linear infrastructure.	No outcome specified.
<ul style="list-style-type: none"> <li>• <i>Site is not near any existing easements</i></li> </ul>	



Delegated Authority 

Date: 21/4/2021

Performance outcomes	Assessment benchmarks
<b>Water catchments overlay</b>	
<p><b>PO18</b> There are no significant adverse effects on the water quality of the Region's drinking water supply.</p>	<p><b>AO18.1</b> Development within the Bjeike-Petersen Dam Water Resource Catchment Area and the 800m buffer to Boondooma and Gordonbrook Dams shown on Overlay Map 06 has no significant adverse effect on the quantity and availability of raw water for consumption, as determined by a suitably qualified water quality expert.</p> <p>or</p> <p><b>AO18.2</b> Development within the Cooyar Creek water supply buffer area shown on Overlay Map 06 complies with the specific outcomes and measures of the <i>Seqwater Development Guidelines: Development Guidelines for Water Quality Management in Drinking Water Catchments 2012</i>.</p>
<ul style="list-style-type: none"> <li>• Site is not within a water supply catchment</li> </ul>	

Delegated Authority



Date:

21/4/2021

**NOTICE ABOUT DECISION – STATEMENT OF REASONS**

*The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016*

The development application for:

<b>Type of Approval</b>	Operational Work
<b>Level of Assessment</b>	Code Assessment
<b>Application No</b>	OPW20/0001
<b>Name of Applicant</b>	ONF Surveyors PO Box 896 Kingaroy Qld 4610
<b>Street Address</b>	Premier Drive, Kingaroy
<b>Real Property Address</b>	Lot 206 & 207 SP313146

On 21 April 2021 the above development was:

- Approved in full, with conditions;
- Approved in full, without conditions;
- Refused;
- Approved in part with conditions and refused in part.

**1. Reasons for the Decision**

The reasons for this decision are:

- The proposed development (Operational Work) is complimentary to previous Reconfiguring a Lot Approval - IR1322460 dated 26 September 2014
- The application meets the requirements of the Services and Works Code of the SBRC Planning Scheme

**2. Assessment Benchmarks**

The following benchmarks apply to this development:

- South Burnett Regional Council Planning Scheme 2017: Services and Works Code3.

Delegated Authority



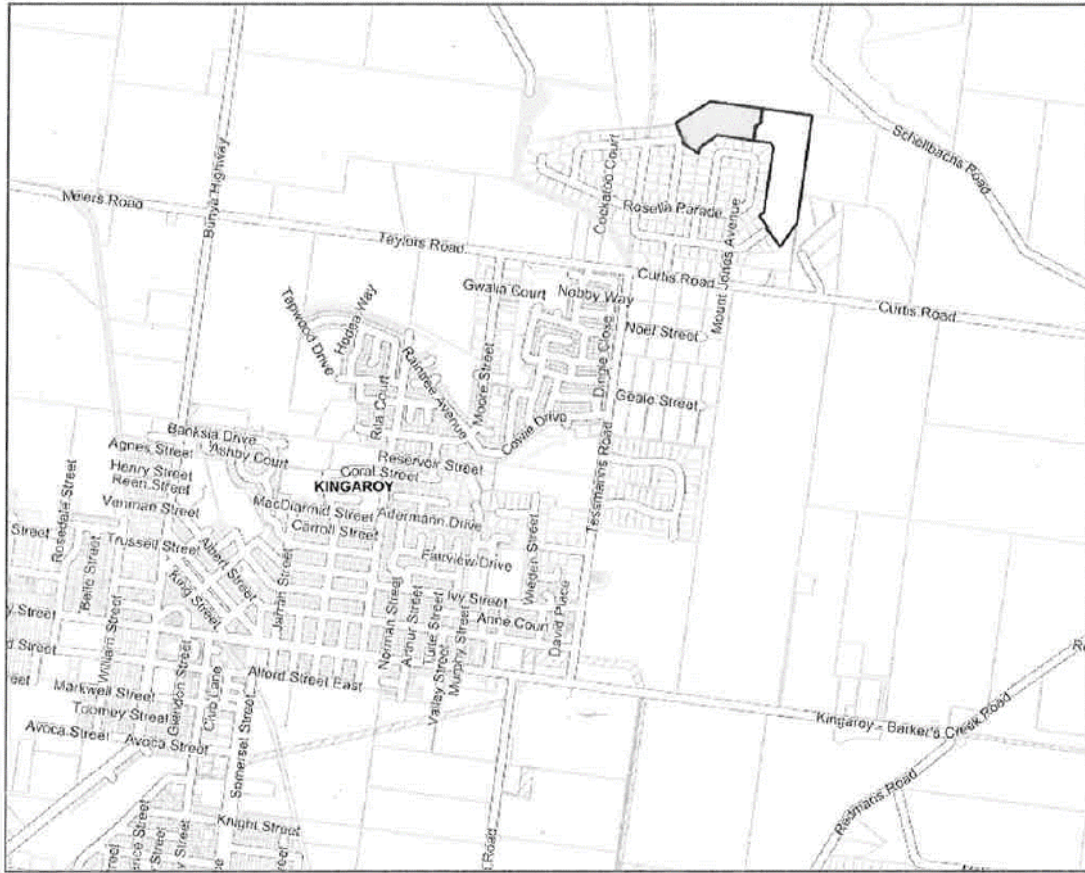
Date: 21/4/2021

Delegated Authority

*A*

Date: *21/9/2021*

**Locality Plan (Intramaps)**



Delegated Authority



Date: 21/4/2021

**PROPOSAL PLANS**

Not Included – refer table of Approved Plans

Delegated Authority



Date: 21/4/2021

**ATTACHMENTS**

Nil



Delegated Authority 

Date: 14/5/2021

**0.0 MATERIAL CHANGE OF USE - SHOP (EXTENSION TO EXISTING SUPERMARKETS AND ADDITIONAL SHOP) AT 48 - 50 COULSON STREET, BLACKBUTT - LOT 8 ON SP105981 AND LOT 9 ON RP32384 - APPLICANT: JANDEV PTY LTD**

**File Number:** MCU20/0010  
**Author:** Manager Planning & Land Management  
**Authoriser:** Chief Executive Officer

SIGNATURE		
MANAGER		14/5/2021
GM		17/5/2021
CEO		18.05.2021

**PRECIS**

Development Approval for a Material Change of Use for a Shop and extension to the existing supermarket in three (3) stages, over land described as Lot 8 on SP105981 and Lot 9 on RP32384 and situated at 48 – 50 Coulson Street, Blackbutt.

**SUMMARY**

The Applicant, Jandev Pty Ltd c/- Mayhill Planning and Architecture Pty Ltd, seeks a Development Permit for Material Change of Use for a Shop and extension to the existing supermarket and additional shop.

The proposal involves extensions to the existing supermarket by 242m<sup>2</sup> and an additional speciality retail store of 121m<sup>2</sup>. The proposed development provides for 43 (including 1 PWD) car parking spaces in total for the supermarket and retail shop which is inclusive of five (5) new on street parking bays in Muir Street and inclusion of eight (8) existing parking bays in Coulson Street. Access to the site will be maintained via Muir Street.

The subject site is located within the Local Centre Zone under the *South Burnett Regional Council Planning Scheme 2017* (v1.4) (the Planning Scheme) and is affected by the Flood Overlay. The proposed land use for a 'Shop' is code assessable development in the zone and will not require public notification.

The application required referral to the State as it is for a Material Change of Use within 25 metres of a State-controlled road.

Council has previously issued a Material Change of Use application for a supermarket over the site, dated MCU2016/0004. The proposed development included a supermarket, with proposed works to be carried out in two stages. The development permit granted applied to Stage One, with proposed Stage Two works receiving Preliminary Approval in the previous decision notice only.

The proposed development does not conflict with the current planning framework or the existing approval.

Based on an assessment of the matters Council (as Assessment Manager) must and may have regard to under section 45 (3) of the Planning Act 2016 (the Planning Act), the application should be approved subject to the conditions outlined herein. Specifically, the conditions are such that the use will effectively operate at a scale and intensity consistent with a shop such that it will not adversely impact the amenity of the surrounding residential locality.

**OFFICER'S RECOMMENDATION**

That Council *approve* the Development Approval for a Material Change of Use for a Shop that proposes an extension to the existing supermarket in three (3) stages and an additional shop, over land described as Lot 8 on SP105981 and Lot 9 on RP32384 and situated at 48 – 50 Coulson Street, Blackbutt subject to the following conditions:

**GENERAL**

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

Delegated Authority



Date: 14/5/2021

Drawing No.	Sheet Name	Issue	Date
DA 1.02	Proposed Staging Plan	D	15/02/21
DA 3.01	Stage 01 Floor Plan	D	15/02/21
DA 3.02	Stage 02 Floor Plan	D	15/02/21
DA 3.03	Stage 03 Floor Plan	D	15/02/21
DA 3.04	Stage 01 Roof Plan	D	15/02/21
DA 3.05	Stage 02 Roof Plan	D	15/02/21
DA 3.06	Stage 03 Roof Plan	D	15/02/21
DA 4.1	Stage 01 South and West elevations	D	15/02/21
DA 4.02	Stage 01 North and East elevations	D	15/02/21
DA 4.03	Stage 02 South and West elevations	D	15/02/21
DA 4.04	Stage 02 North and East elevations	D	15/02/21
DA 4.05	Stage 03 South and West elevations	D	15/02/21
DA 4.06	Stage 03 North and East elevations	D	15/02/21
REPORT: ATC Engineers and Project Managers, Version 1.0, dated 17/3/2021			

**Timing:** To be maintained at all times.

**PLANNING**

PLN 1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.

These conditions are to be read together with those of development approval

Timing: To be maintained at all times

PLN 2 The approved use is for extensions to the existing supermarket of 242m<sup>2</sup> GFA comprised of a 120m<sup>2</sup> storage room associated with the supermarket, 122m<sup>2</sup> extended floor area for the supermarket and an additional specialty shop of 121m<sup>2</sup> GFA over three (3) Stages as follows:

STAGE 1 New shop tenancy 121m<sup>2</sup>, 6 new on-site car parking spaces and 5 on-street parking spaces in Muir Street.

STAGE 2 Extension to existing supermarket for additional gross floor area (western extension) 122m<sup>2</sup>.

STAGE 3 Extension to existing supermarket for a storage room (northern extension) 120m<sup>2</sup>.

PLN3 The development may not start until the following development permits have been issued and complied with as required.

- Development Permit for Building Work;
- Permit for Plumbing and Drainage Work;
- Development Permit for Operational Work

PLN 4 Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein.

PLN 5 Design the proposed pedestrian pathway through the site as part of Stage 01 for all abilities access, and ensure suitable lighting and signage is installed for pedestrian safety. Landscaping around the pedestrian pathway shall be designed to ensure Crime Prevention through Environmental Design (CPTED) is achieved.



Delegated Authority



Date: 14/5/2021

PLN 6 All external lighting in accordance with AS4282-1997 *“Control of the Obtrusive Effects of Outdoor Lighting”*.

Outdoor lighting does not involve:

- (a) Lighting that shines, projects or reflects above a horizontal plane;
- (b) Coloured, flashing or sodium lighting;
- (c) Flare plumes; and
- (d) Configurations of lights in straight parallel lines 500m to 1,000m in length.

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

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

PLN 7 No external (third party) advertising devices associated with the approved development are permitted to be placed or erected at the premises or affixed or otherwise to any building or structure.

PLN 8 Install and maintain buffer landscaping along the perimeter of the site as shown on the approved plans along the western and northern property boundaries. It is noted that no landscaping is required on the western side of Stage 01 shop as there will be a built to boundary wall.

**ENGINEERING WORKS**

ENG1 Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

ENG2 Undertake Engineering designs and construction in accordance with the Planning Scheme, Council’s standards, relevant design guides, and Australian Standards.

ENG3 Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

ENG4 Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the Approved Plans and specifications and to Council’s requirements, prior to commencement of the use.

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

ENG5 Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG6 Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

**STORMWATER MANAGEMENT**

Delegated Authority



Date: 14/5/2021

- ENG7 Provide stormwater management generally in accordance with the Stormwater Management Report prepared by **ATC Engineers and Project Managers, Version 1.0, dated 17/3/2021**, subject to detailed design and except as altered by conditions of this development approval.
- ENG8 Connect the development to the existing underground stormwater system.
- ENG9 Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG10 Design and construct stormwater drainage incorporating measures to prevent any solid matter and floatable oils being carried into existing stormwater system.
- ENG11 Stormwater from sealed areas and overflow pipes from stormwater detention structures and/or tanks installed for the stormwater system is required to be piped to the existing underground stormwater system.
- ENG12 Design and construct all internal stormwater drainage works to comply with the relevant Section/s of AS/NZS 3500.3.2.
- ENG13 Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

**WATER SUPPLY**

- ENG14 Connect each premises or premises group within the development to Council's reticulated water supply network via a single connection. In accordance with the WBBROC Water Services Design and Construction Code and Queensland Plumbing and Wastewater Code.
- ENG15 Each meterable premises shall have its own water meter as per the requirements of the Queensland Plumbing and Wastewater Code.

**SEWERAGE**

- ENG16 Connect the development to Council's existing reticulated sewerage system via a single connection.

**PARKING AND ACCESS - GENERAL**

- ENG17 Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG18 Design and construct all sealed areas with concrete, asphalt or a two-coat bitumen seal.
- ENG19 Provide an additional six (6) internal car parking spaces as shown on Mayhill Drawing DA I.02 Issue D dated 15/2/21 as amended in red, in Stage 1 of the proposed extension to supermarket and shop.
- ENG20 The existing three (3) on-street parallel car parking spaces in Muir Street to the south of the access driveway shall be re-linemarked as parallel carparking spaces, in accordance with the MUTCD, with the existing disabled parking signs removed and returned to Council's depot.
- ENG21 Carpark No. 21 on Mayhill Drawing DA 3.01 Issue D dated 15/2/21 as amended in red, shall be converted to a PWD carparking space.
- ENG22 Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

Delegated Authority



Date: 14/5/2021

ENG23 Line mark or otherwise delineate the car park aisles and driveways within the development with directional arrows on the pavement to enable all vehicles to enter and leave the site in a forward gear.

ENG24 Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

#### **ROADWORKS AND PEDESTRIAN SAFETY**

ENG25 Install signage for all works on or near roadways in accordance with the Manual for Uniform Traffic Control Devices – Part 3, Works on Roads.

ENG26 Submit to Council, an application for any footpath, road or lane closures, and ensure all conditions of that approval are complied with during construction of the works.

ENG27 Maintain safe pedestrian access along Council's footpaths at all times.

#### **ELECTRICITY AND TELECOMMUNICATION**

ENG28 Connect the development to electricity and telecommunication services.

ENG29 Remove all redundant telecommunication connections and reinstate the land.

ENG30 Remove all redundant electrical connections and reinstate the land.

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

ENG31 Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG32 Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

#### **STANDARD ADVICE**

ADV1 Section 85(1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within a period of six (6) years, the approval will lapse.

ADV2 The State Assessment and Referral Agency (SARA) has provided a concurrence agency response in the decision notice dated 24<sup>th</sup> March 2021. This development is subject to the conditions of the SARA approval.

ADV3 The general environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance cause by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the premises during all stages of the development, including earthworks, construction and operation.

ADV4 All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from [www.datsima.qld.gov.au](http://www.datsima.qld.gov.au)

Delegated Authority



Date: 12/5/2021

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

---

**FINANCIAL AND RESOURCE IMPLICATIONS**

No implication can be identified.

**LINK TO CORPORATE/OPERATIONAL PLAN**

Growing our Region's Economy and Prosperity

GR8 Support and advocate for appropriate growth and development with responsive planning schemes, process, customer service and other initiatives.

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Refer to CONSULTATION in this report.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No implication identified.

**POLICY/LOCAL LAW/DELEGATION IMPLICATIONS**

No implication can be identified.

**ASSET MANAGEMENT IMPLICATIONS**

Change to existing three (3) PWD bays in Muir Street with signage removed for PWD parking. This will convert those spaces to regular on street parking spaces.

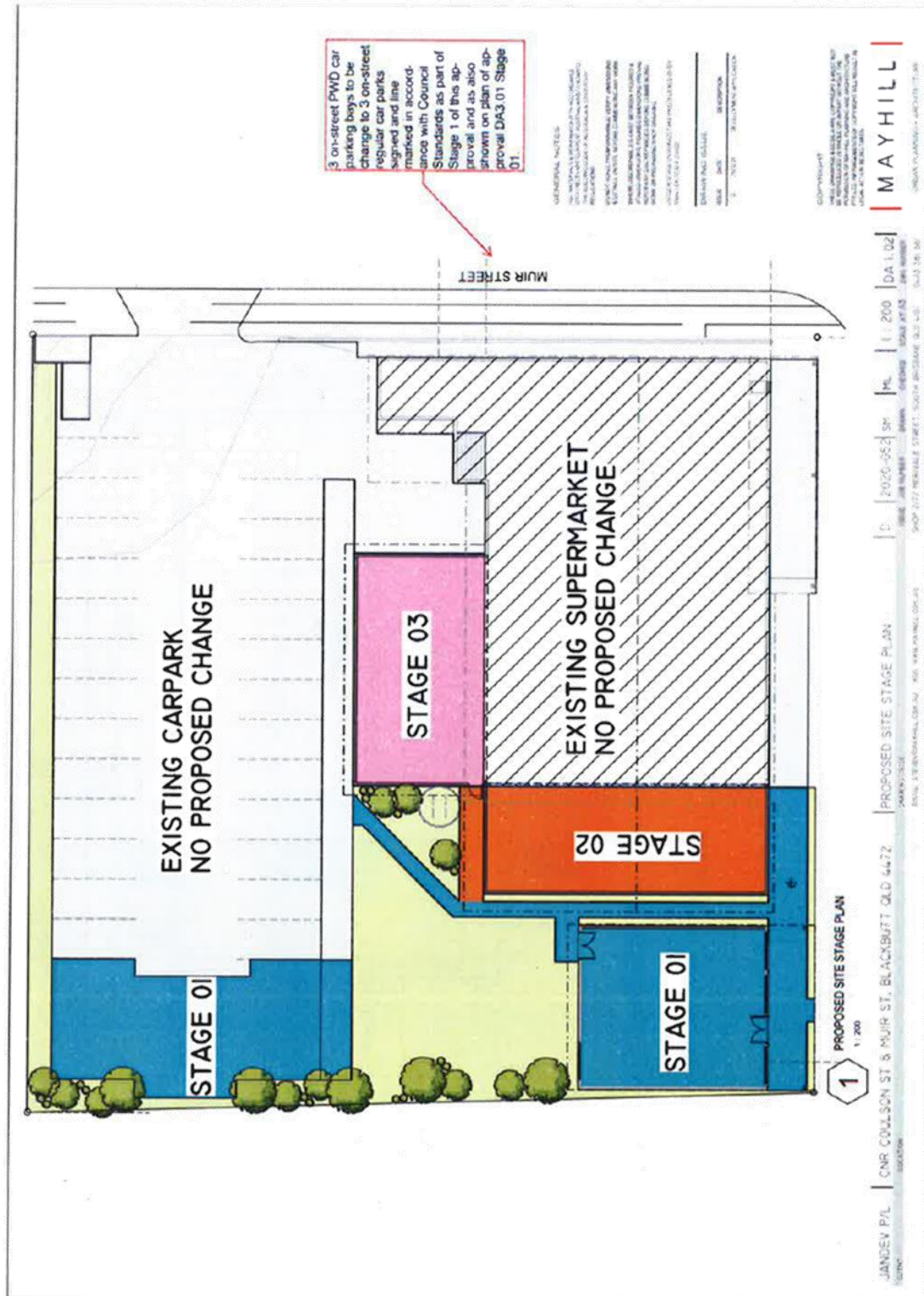


Delegated Authority

*A*

Date: 14/5/2021

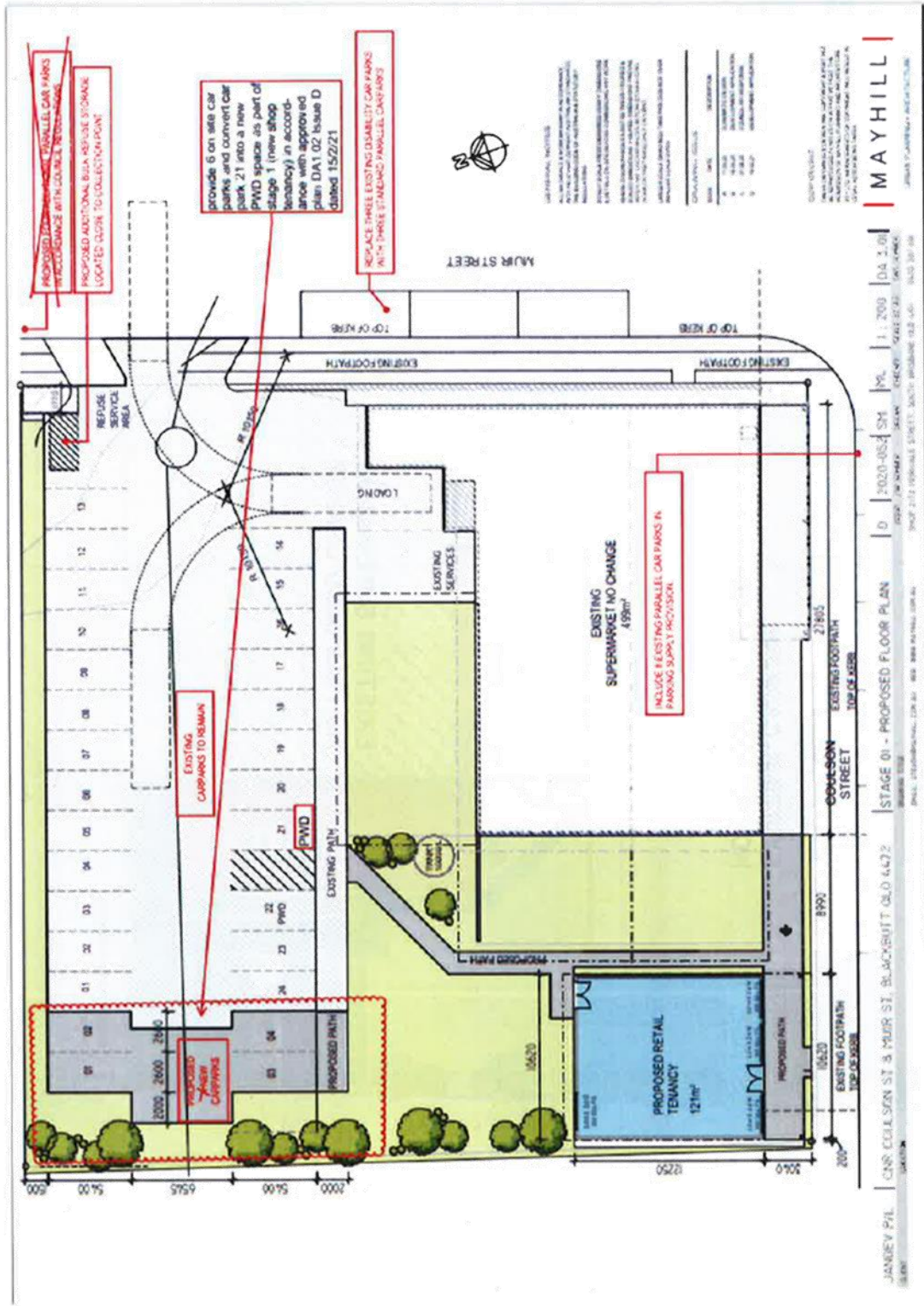
PROPOSAL PLAN



Delegated Authority

*Handwritten mark*

Date: 14/5/2021







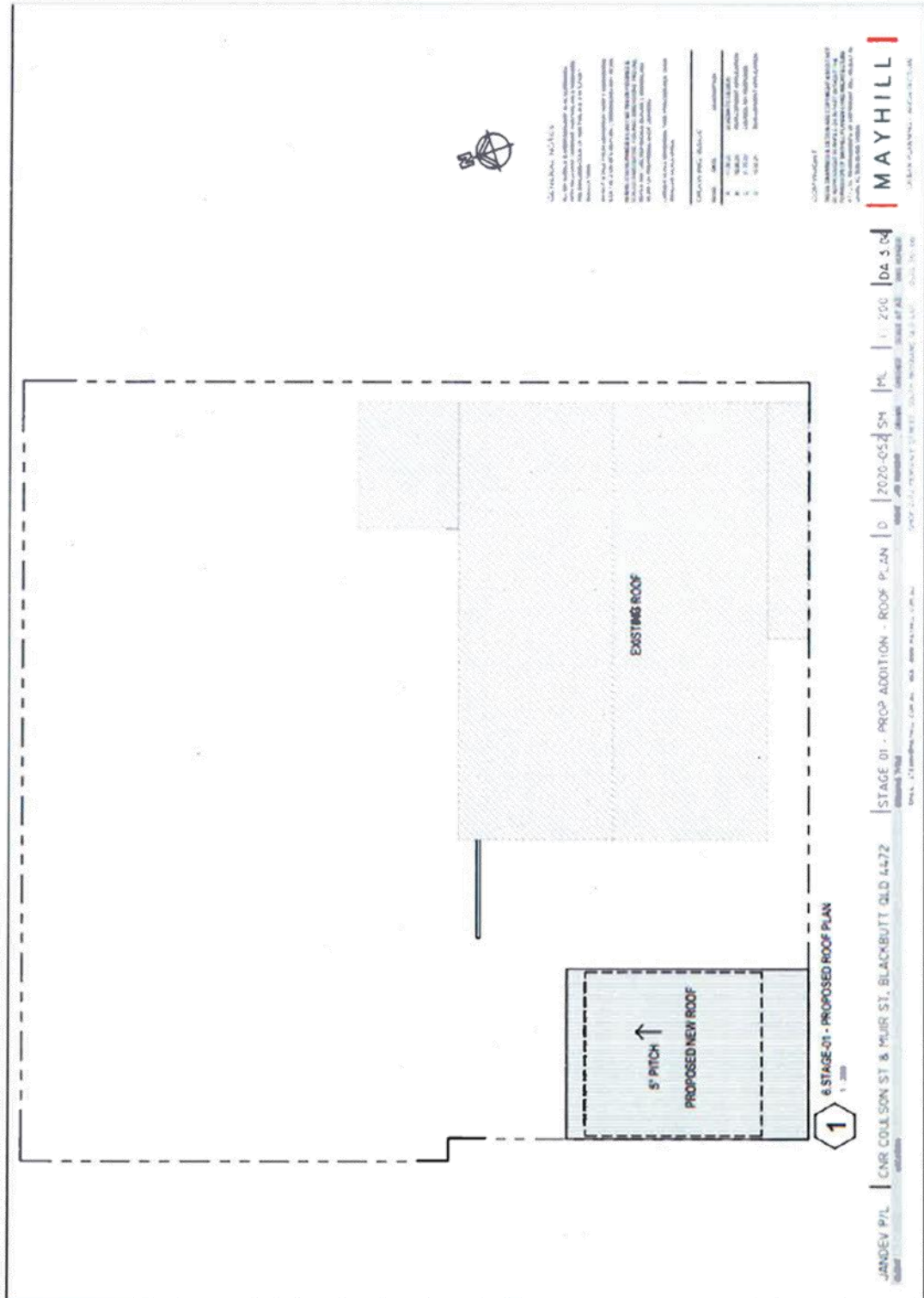




Delegated Authority

*Handwritten signature/initials*

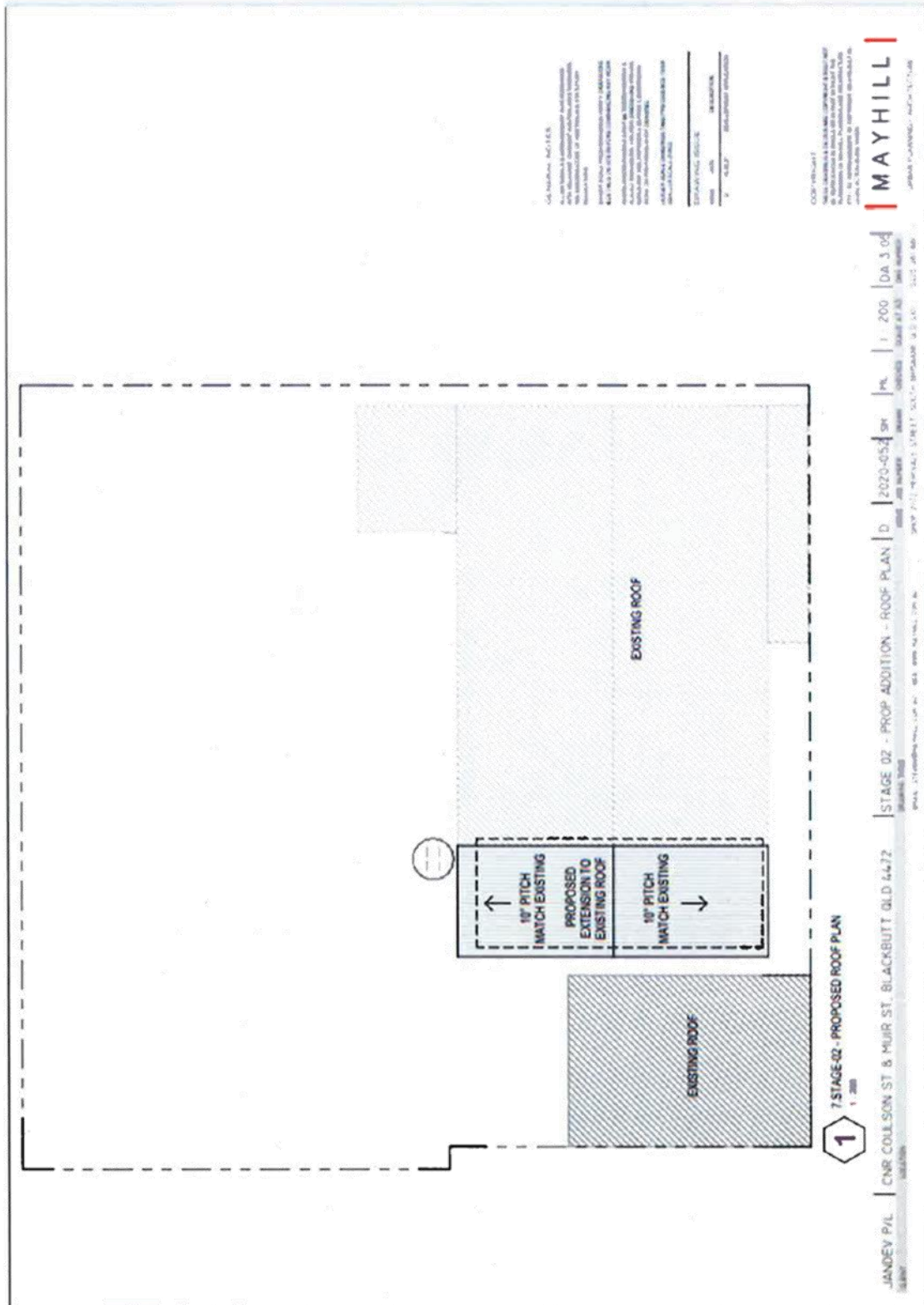
Date: 14/5/2021



Delegated Authority

*A*

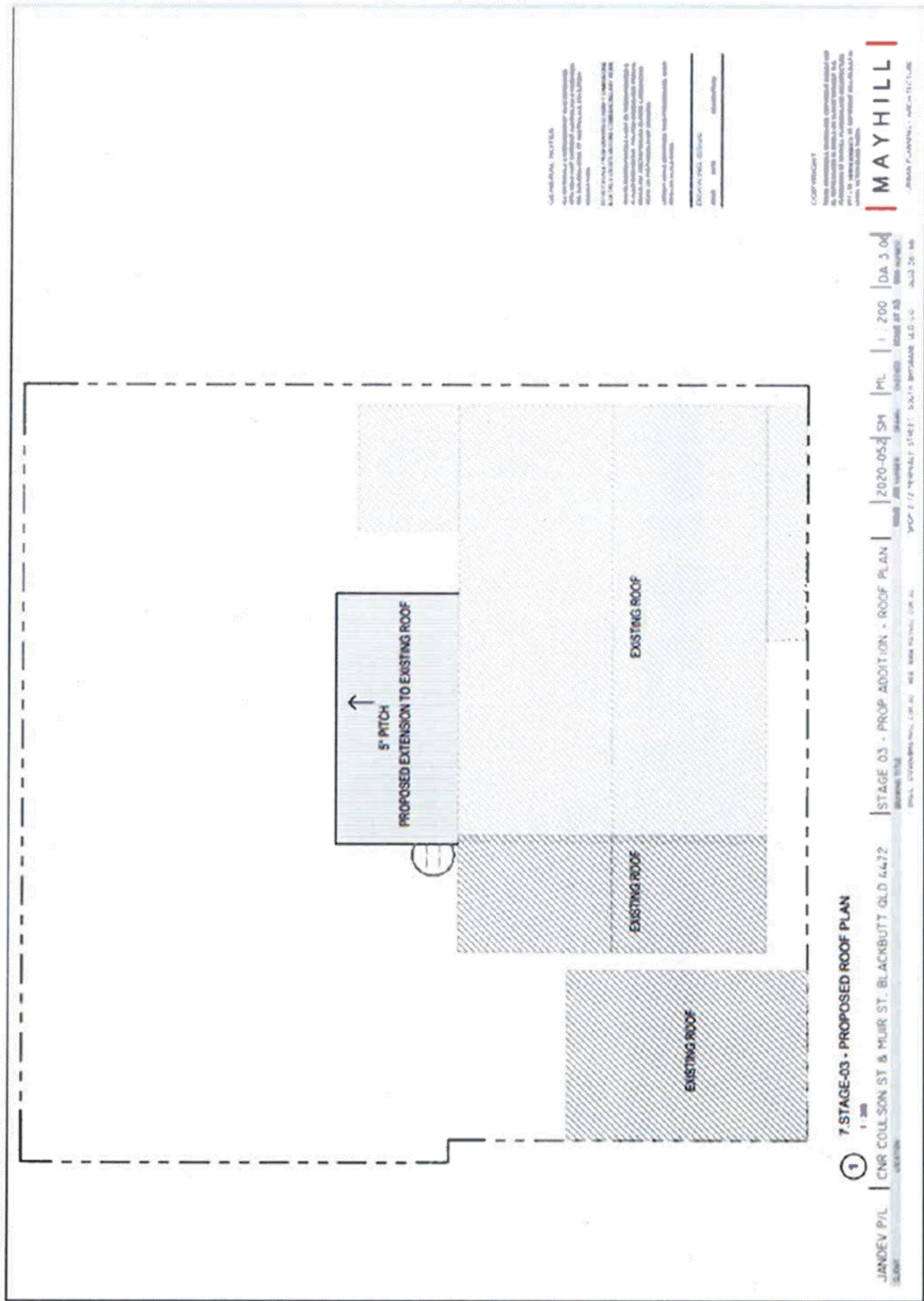
Date: 14/5/2021



Delegated Authority

*A*

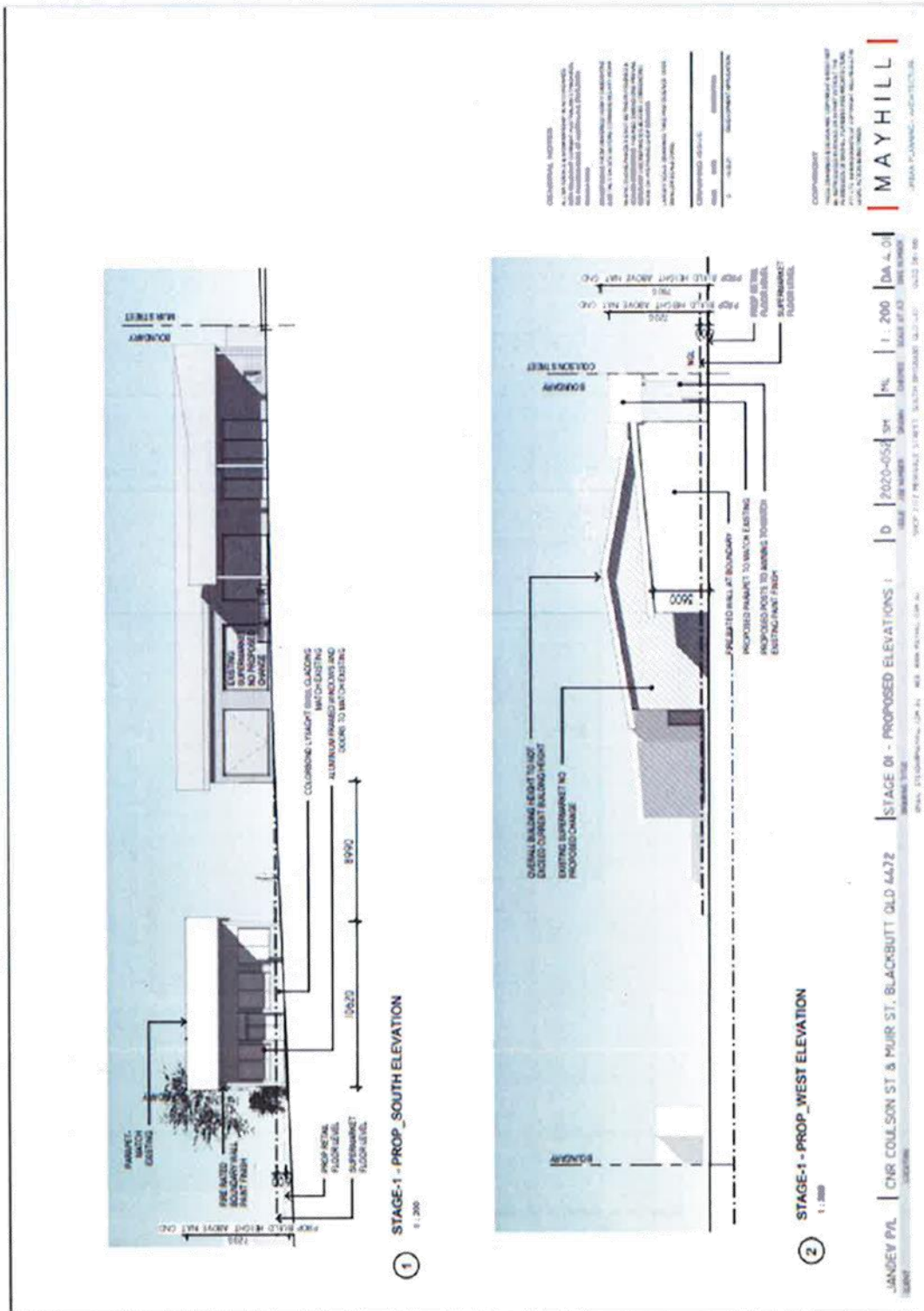
Date: 14/5/2021



Delegated Authority

*A*

Date: 14/5/2021



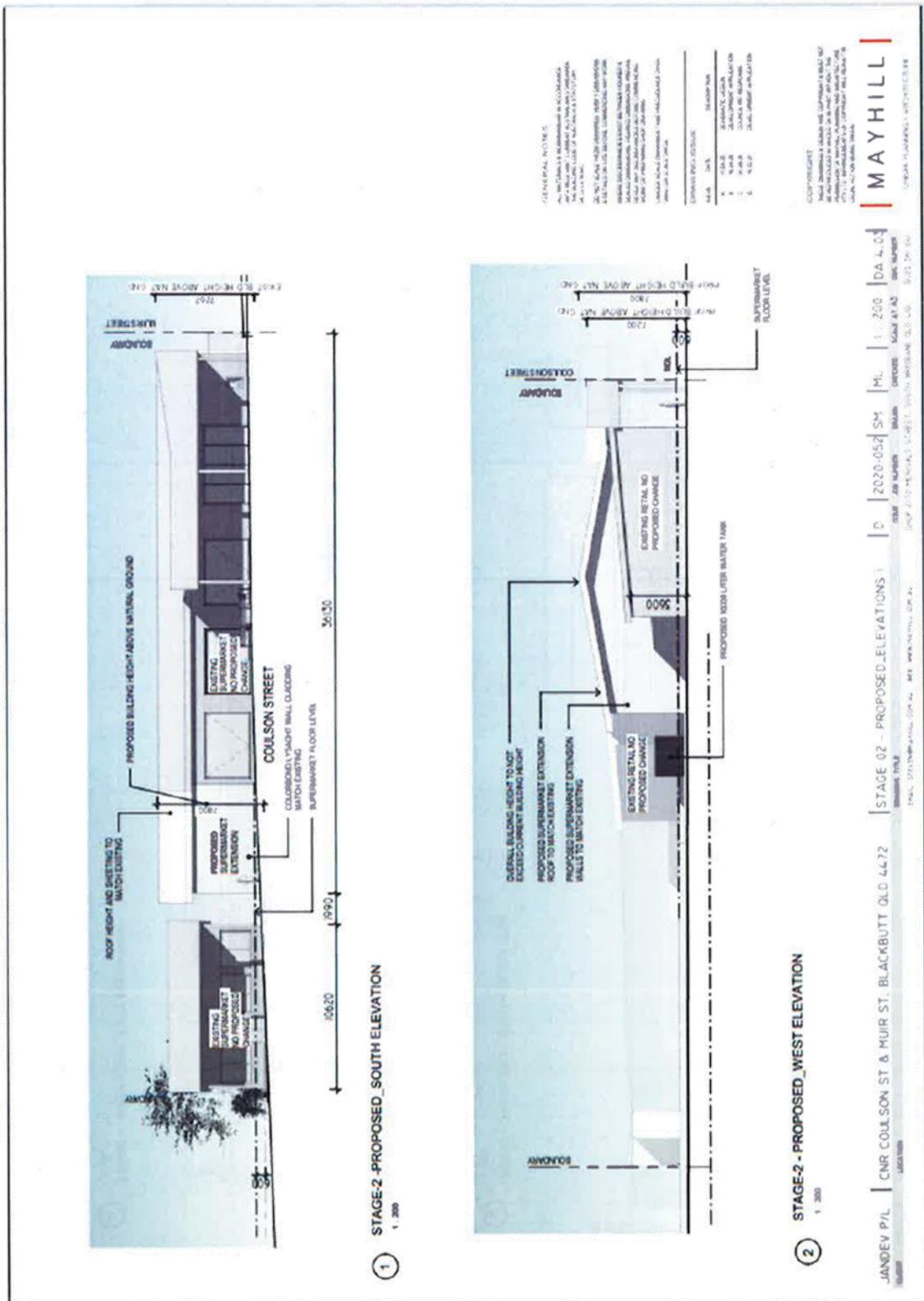




Delegated Authority

*A*

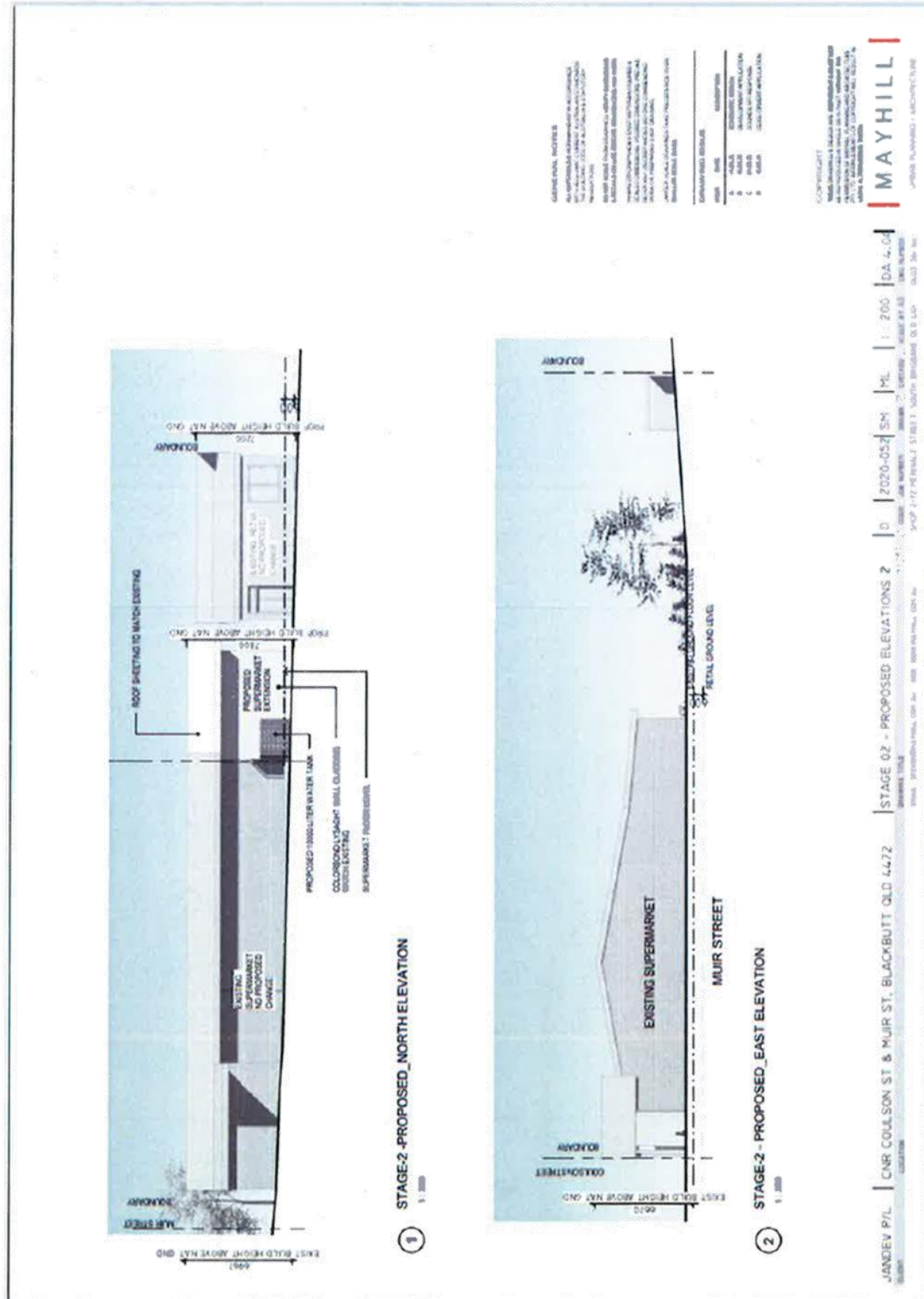
Date: 14/5/2021



Delegated Authority

*AS*

Date: 14/5/2021



Delegated Authority

*Handwritten signature/initials*

Date: 14/5/2021

**1** STAGE-3-PROPOSED\_SOUTH\_ELEVATION  
1:200

**2** STAGE-3-PROPOSED\_WEST\_ELEVATION  
1:200

**GENERAL NOTES**  
ALL WORK IS TO BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE BUILDING ACT 2004 AND THE BUILDING REGULATIONS 2004.  
THE ARCHITECT HAS NOT BEEN ADVISED OF ANY ADVERSE SOIL CONDITIONS.  
THE CLIENT SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND ANY OTHER RELEVANT AUTHORITIES.  
THE ARCHITECT HAS NOT BEEN ADVISED OF ANY ADVERSE SOIL CONDITIONS.  
THE CLIENT SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND ANY OTHER RELEVANT AUTHORITIES.  
THE ARCHITECT HAS NOT BEEN ADVISED OF ANY ADVERSE SOIL CONDITIONS.  
THE CLIENT SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND ANY OTHER RELEVANT AUTHORITIES.

**CONTRACTOR'S NOTES**  
DATE: 14/05/2021  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

**MAYHILL**  
URBAN PLANNING & ARCHITECTURE

**PROJECT INFORMATION**  
PROJECT: SUPERMARKET EXTENSION  
CLIENT: JANDEV P/L  
ADDRESS: CNR COLLISON ST & MUIR ST, BLACKBUTT QLD 4472  
DATE: 2020-05-28  
SCALE: 1:200  
D.A. 01

**LOCATION**  
13007 112 VESPALE STREET, SOUTH BRISBANE QLD 4000  
PH: 07 3251 1111  
WWW.MAYHILL.COM.AU





Delegated Authority

Date: 14/5/2021

**1.0 EXECUTIVE SUMMARY**

This report carries out an independent town planning and assessment of the proposed development. The Applicant, Jandev Pty Ltd, seeks a Development Permit for Material Change of Use for a Shop (Extension to existing supermarket and additional shop) over land described as Lot 8 on SP105981 and Lot 9 on RP32384 and situated at 48 – 50 Coulson Street, Blackbutt.

A change to the application was made by the applicant in February 2021 to stage the development as follows:

- Stage 1 - Specialty Shop;
- Stage 2 - Supermarket Extension A; and
- Stage 3 - Supermarket Extension B.

**2.0 SITE AND LOCALITY**

**2.1 Site Description**

The subject site is located at 48 – 50 Coulson Street, Blackbutt, formally described as Lot 8 on SP105981 and Lot 9 on RP32384. Any reference to 'subject site' is a reference to both lots. The site has a combine area of 2526m<sup>2</sup> and both lots are of regular configuration.

The subject site is currently improved by the existing SPA supermarket which addresses Coulson Street. Existing carparking for the supermarket is located at the rear of site and the balance of Lot 8 is currently vacant land. The site currently has one vehicle access point, which features a crossover to Muir Street located toward the north-eastern corner of the site.



Figure 1: Aerial of Subject Site (Source: Queensland Globe)

**2.2 Surrounding Land Uses**

---

Delegated Authority

Date:

---

The subject site is situated in the locality of Blackbutt, within the town centre. The surrounding area predominantly comprises of residential dwellings to the north and east of the site and commercial uses to the west and south of the site along Coulson Street. Coulson Street is primarily characterised with small-scale, local businesses such as the Blackbutt Bakery, Blackbutt Service Centre and the Blackbutt Motel. The D'Aguilar Highway intersects through Blackbutt from the east to west, which adjoins the subject site.

### 3.0 PROPOSAL OVERVIEW

The Applicant seeks a Development Approval for a Material Change of Use for a Shop and extension to supermarket.

#### 3.1 Development History

The relevant development history is as follows:

On 23 September 2016, Council approved an application seeking the development of a shop (shopping centre) over the site (Council Ref IR1602547). Council did not approve the request for a Development Permit for Stage 2 and instead approved a Preliminary Approval for a Material Change of Use for a Shop.

The original Stage 1 development of the Blackbutt SPAR supermarket was completed in 2018 and a subsequent parking survey and demand assessment was undertaken in May 2020. This assessment by Enginfra recommended that for Stage 2 of the development with a Gross Floor Area (GFA) of 825m<sup>2</sup>, the existing on-site carpark be extended to the west to create 25 standard carparking spaces for a B99 vehicle and 2 accessible carparking spaces, along with designation and formalisation of existing on-street carparking on both the Coulson and Muir Streets site frontages to satisfy the Material Change of Use (MCU) requirements of one carpark per 20m<sup>2</sup> of GFA, with the on-street carparks being utilised as part of the overall parking requirements for the development.

A key finding of the traffic survey was that Coulson Street parking was the predominant preference for customers of the supermarket. As such, a new rear entry walkway will be important to ensure that people using the rear carpark have more direct access to the supermarket.

Other findings are that:

1. The existing on-site rear carpark of the SPAR was underutilised and had an average of five cars during the inspections. Most cars in this carpark appeared to be SPAR employees' cars as they did not shift during the two-hour period.
2. The on-site disability carpark was not used during the inspection and on-street disability carparks on Muir street were not utilised for their purpose during the survey.

#### 3.2 Proposed Development

The proposal includes two components, including an extension to the existing supermarket and the addition of a specialty store.

The proposed extensions of the supermarket will include a total increase in GFA of 242m<sup>2</sup>, where the northern and western sides of the supermarket will have an increased GFA of 120m<sup>2</sup> and 122m<sup>2</sup> respectively. The building will be extended by approximately 8.5 metres to the north and 7 metres to the west. Design of the proposed extension will maintain the existing height and roof pitch of the existing building.

The proposed specialty store will be located in the south-western corner of the subject site and will have direct frontage onto Coulson Street. The shop will have a total GFA of 121m<sup>2</sup> and will maintain

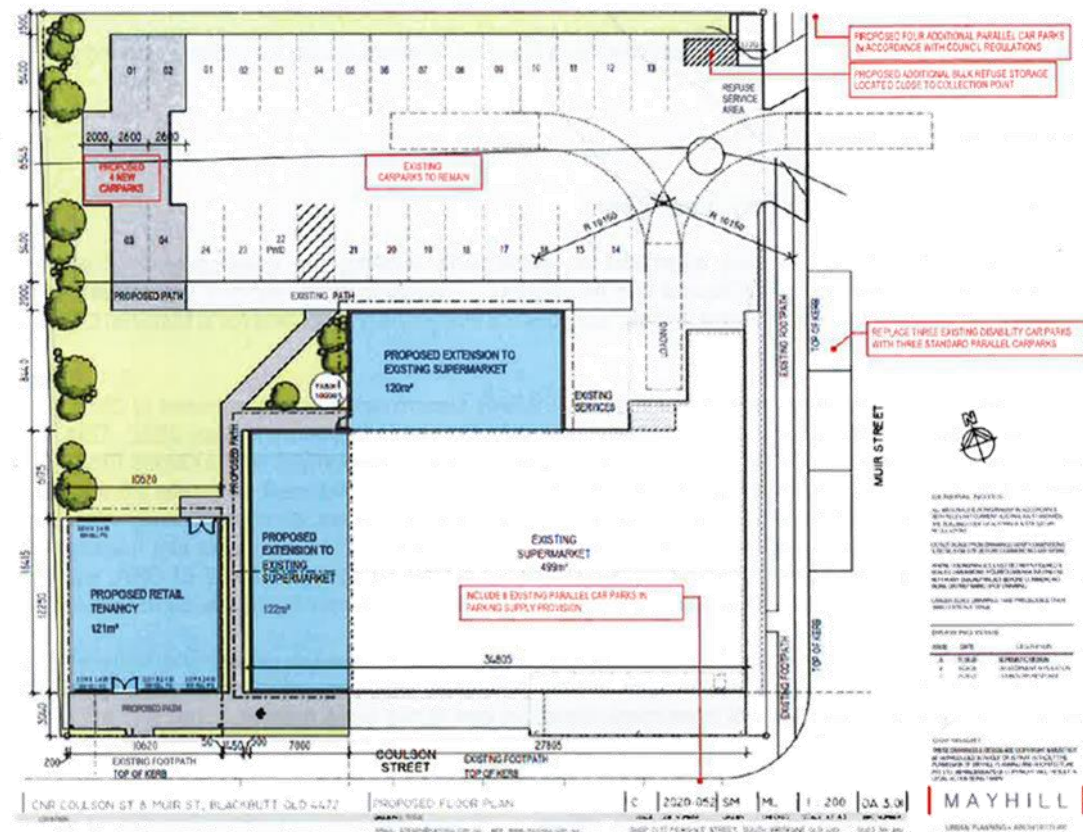


Delegated Authority

Date:

a setback of 3m in line with the existing setback of the supermarket. The proposal is to be staged as follows:

- Stage 1 - Specialty Shop; (121m<sup>2</sup>)
- Stage 2 - Supermarket Extension A; and
- Stage 3 - Supermarket Extension B.



**Image:** Proposal Plan (subject to amendments in red included on final plans to be attached to this recommendation)

**Parking and Access**

Vehicular access to the subject site will be maintained from the existing crossover to Muir Street located in the north-eastern corner of the site. The proposed development provides an additional 6 carparking spaces to the existing 24 spaces (inc. 1 PWD). Parking is to be constructed in Stage 1 for the whole extension and specialty shop.

Direct Access to Coulson Street is not permitted as per the conditions of SARA's approval.

**Refuse**

Refuse manoeuvring and collection will remain as existing.

**Landscaping**

The proposed plans demonstrate the provision of adequate landscaping along the northern, western and part of the southern boundary of the site. Substantial landscaping is provided between the rear of the specialty store and the carpark.

Delegated Authority \_\_\_\_\_

Date: \_\_\_\_\_

**4.0 TOWN PLANNING CONTEXT**

Table 3 provides an overview of the current town planning framework relevant to the subject site.

<b>TABLE 3 – SUMMARY OF LOCAL PLANNING INSTRUMENT</b>	
<b>State Planning Context</b>	
Regional Plan	<i>Wide Bay Burnett Regional Plan 2011</i> (the Regional Plan)
State Planning Policy	<i>State Planning Policy</i> (July 2017) (the SPP)
SARA DA Mapping	Water Resources - Water resource planning area boundaries
Referrals	N/A
Assessment Benchmarks	N/A
<b>Local Planning Context</b>	
Planning Scheme	<i>South Burnett Regional Council Planning Scheme 2017</i> (v1.4)
Strategic Framework Designation	Urban
Zone	Local Centre Zone (see <b>Figure 5</b> )
Overlays	<ul style="list-style-type: none"> <li>• Flood Hazard Overlay</li> </ul>
Defined Use	Shop
Level of Assessment	Code Assessment
Assessment Benchmarks	<ul style="list-style-type: none"> <li>• Local centre zone code</li> <li>• Services and works code</li> </ul>

**5.0 PLANNING ASSESSMENT**

**5.1 Planning Regulation 2017**

This section of the report includes an assessment of the proposed development against Schedule 10 of the Planning Regulation 2017 (the Planning Regulation).

**5.1.1 Schedule 9 – Building Works**

It is noted that assessment benchmarks and matters stated in Schedule 9 of the Regulation are not relevant to this development application for a material change of use but may be relevant to subsequent development such as building work.

**5.1.2 Schedule 10 – Assessable Development**

The proposed development does not involve prescribed assessable development under Schedule 10.

**5.1.3 Schedule 10 – Referral Agencies**

The application triggered referral under Schedule 10 of the Planning Regulation for the following matters:

- Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 – Material Change of Use within 25 metres of a State-controlled road.

Delegated Authority

Date:

The application was properly referred to SARA on 10 September 2020, with an information request issued by SARA on the 22 September. It was raised that the development application material did not include sufficient information to address Performance Outcome PO20 of State Code 1 of the State Development Assessment Provisions. An Information Response was issued on 8 March 2021.

SARA's decision notice was issued on the

### 5.2 Other Matters for Code Assessment

This section of the report includes an assessment of the proposed works against the other matters that code assessment must have regard to as required by the Planning Regulation 2017 (section 27) namely:

- the Planning Scheme;
- the Regional Plan
- the State Planning Policy, to the extent the SPP is not identified in the planning scheme as being appropriately integrated in the planning scheme;
- any temporary State planning policy applying to the premises;
- any development approval for, and any lawful use of, the premises or adjacent premises; and
- the common material.

In accordance with section 45 (5)(a) of the Planning Act, Code Assessment is an assessment that must be carried out–

- (i) Against the **assessment benchmarks in a categorising instrument** for the development; and
- (ii) Having regard to **any matters prescribed by regulation** for this paragraph.

In this instance under **section 45 (3)(a)(i) of the Planning Act**, the categorising instrument for the development is the *South Burnett Regional Council Planning Scheme 2017 (v1.4)* under which the applicable assessment benchmark is the Local Centre Zone Code.

### 5.3 Planning Scheme

#### 5.3.1 Defined Use

The proposed **Shop** is defined, pursuant to the South Burnett Regional Council Planning Scheme 2017 as:

*Premises used for –*

- (a) *Displaying, selling or hiring goods; or*
- (b) *Providing personal services or betting to the public.*

The definition appropriately captures the proposed use.

#### 5.3.2 Assessment Benchmarks

Pursuant to under Section 5.5, Table 5.5.4 – Level of Assessment in the Local Centre Zone for a Shop is subject to Code Assessment. The relevant assessment benchmarks are:

- Local centre zone code
- Services and works code

#### 5.3.2.2 Local Centre Zone Code

The subject site is situated in the Local Centre Zone of the Planning Scheme:



Delegated Authority

Date: 14/5/2021

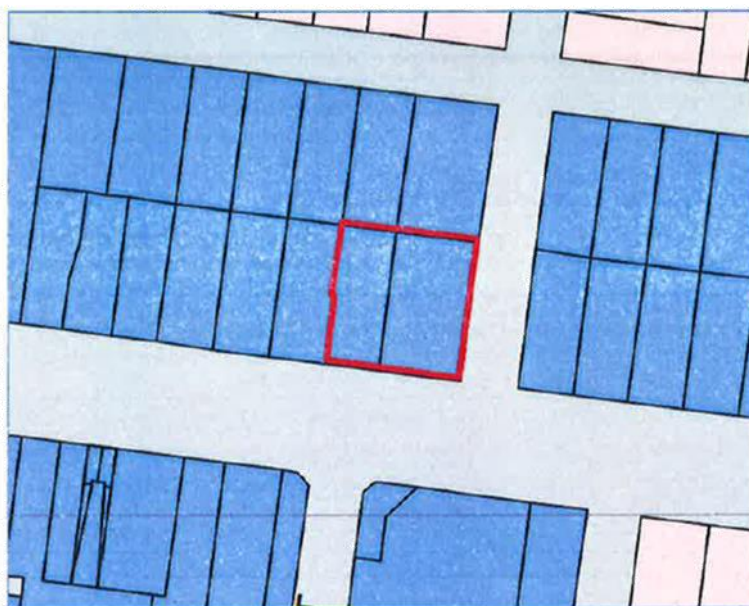


FIGURE 5 – ZONING MAP (Planning Scheme)

The purpose of the Local Centre Zone is to provide a limited variety of commercial, community and retail activities to service residents.

The following table sets out an assessment of the proposal against the overall outcomes for the Local Centre Zone Code.

Local Centre Zone Code Overall Outcomes	
(a) The amount of zoned land is more than enough to accommodate the commercial needs of each town over the life of this Planning Scheme, and no expansion of the zone is envisaged.	<b>Complies.</b> The proposed development is located on a site that is zoned under the Local Centre Zone and does not require expansion of the zone.
(b) The zone provides for a mix of retail, commercial, administrative, community, cultural and entertainment activities that support the respective host town	<b>Complies.</b> The proposed development provides for additional small-scale retail and commercial activities that support the locality and residents of Blackbutt.
(c) Buildings are generally no higher than 2-3 storeys, so as to maintain form consistent with expectations of a regional town.	<b>Complies.</b> The proposal maintains a maximum building height of one storey throughout the entirety of the site.
(d) Development standards reflect the level of infrastructure otherwise apparent in the town.	<b>Complies.</b> The proposed development meets the infrastructure standards that are reflected throughout the town.
(e) Residential development, short-term and tourist accommodation is provided at an appropriate scale and integrates with and enhances the fabric of the centre. Residential development is enabled above ground floors.	<b>Not Applicable.</b> The proposed development is not for residential, short-term and tourist accommodation.
(f) Where appropriate, service industry uses may be located in the zoned area.	<b>Not Applicable.</b> The proposal is not for a service industry use.
(g) Development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and public/active transport use.	<b>Can comply.</b> Conditions of approval can be implemented to ensure that the design of the proposed development incorporates sustainable practices if deemed appropriate.



Delegated Authority  Date: 14/5/2021

<p>(h) Development is reflective of and responsive to the environmental constraints and hazards of the land.</p>	<p><b>Complies.</b> The balance of the development is located outside of the flood hazard overlay, with only a minor extent of the proposed building footprint located within the flood hazard overlay. The development will not be adversely affected by flood events or compromise the safety of people.</p> <p>The proposed development is located only to a minor extent in the flood hazard overlay. The development will not be</p>
<p>(i) Sites that are contaminated or pose a health risk from prior activities are remediated prior to being developed for sensitive land use (as defined in the Regulation).</p>	<p><b>Not Applicable.</b> The subject site is not contaminated and will not pose any health risks from prior activities.</p>

Delegated Authority



Date: 14/5/2021

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
<b>General</b>		
<p><b>PO1</b> The scale, bulk and design of buildings provides a safe and welcoming built environment that reflects the intended streetscape character and is consistent with the scale and form of buildings in the respective town centre and routinely found in smaller regional towns. Where Council has prepared streetscape guidelines, the design of awnings and façades and the placement and design of street furniture and street planting is encouraged to follow them.</p>	<p><b>AO1.1</b> Buildings are a maximum of 2 storeys above ground level, or 3 storeys if the third storey is set back 20m from the street alignment.</p> <p>and</p> <p><b>AO1.2</b> Buildings are built to the street alignment.</p> <p>and</p> <p><b>AO1.3</b> Building entrances are clearly visible from the street.</p> <p>and</p> <p><b>AO1.4</b> Development incorporates an all-weather awning built to a line 0.5m short of all carriageways with at least 3m vertical clearance.</p> <p>and</p> <p><b>AO1.5</b> The maximum building length in one plane is less than 30m, with variations at least 0.5m deep and 3m wide between continuing façades.</p> <p>and</p> <p><b>AO1.6</b> Upper levels incorporate horizontal and vertical variations in elements such as balconies, windows, shading devices and parapets.</p> <p>and</p> <p><b>AO1.7</b> Buildings on corner sites incorporate:</p> <ul style="list-style-type: none"> <li>(a) Elements distinguishing different levels; and</li> <li>(b) Variations in roof shape, recesses or projections, shade devices and detailing.</li> </ul> <p><b>AO1.8</b> Plant and service equipment (air conditioning, exhaust fans, lift motor rooms, refuse bins, telecommunication devices, etc) are integrated into buildings.</p>	<p><b>AO1.1</b></p> <p><b>Complies.</b> The proposed extensions to the supermarket and the additional retail shop maintain the existing building height of the supermarket of 1 storey.</p> <p><b>AO1.2</b></p> <p>Complies.</p> <p><b>AO1.3</b></p> <p><b>Complies.</b> Entrances to the supermarket and proposed retail shop directly front on to Coulson Street.</p> <p><b>AO1.4</b></p> <p><b>Performance Solution Required</b></p> <p>The proposed awning of the specialty shop will be built to the boundary of the site and not 500m short of the carriage way. The proposed awning has been designed to be consistent with the existing awning of the supermarket, located above the eastern frontage.</p> <p><b>AO1.5</b></p> <p><b>Performance Solution Required.</b></p> <p>The maximum building length of the supermarket with the proposed extension will be 34.8m. A 2m gap has been provided between the retail store and the supermarket that is over 12m deep.</p>

Delegated Authority 

Date: 14/5/2021

		<p>As the proposed development is an extension to an existing use and proposes to maintain a single storey, the building length will not compromise the streetscape character of Coulson Street.</p> <p><b>AO1.6</b> <b>Not Applicable.</b> The proposed development is single storey only.</p> <p><b>AO1.7</b> <b>Not Applicable.</b> The proposed development is not located on the corner of the site.</p> <p><b>AO1.8</b> <b>Will comply.</b> Integration of adequate plant and service equipment can be conditioned to comply.</p>
<p><b>PO2</b> Development respects the amenity and intended urban form of adjoining non-commercial sites.</p>	<p><b>AO2.1</b> Where adjoining residential zoned land, development provides:</p> <ul style="list-style-type: none"> <li>(a) 1.8m high screen fencing to all side and rear boundaries; and</li> <li>(b) minimum 5m side and rear boundary setbacks; and</li> <li>(c) minimum 3 metre boundary setback to street frontages.</li> </ul>	<p><b>Not Applicable.</b> The proposal site does not adjoin residential zoned land.</p>
<p><b>PO3</b> Buildings maximise shop-front exposure to streets.</p>	<p><b>AO3.1</b> Buildings are built to side boundaries, except for pedestrian and vehicular access.</p> <p>and</p> <p><b>AO3.2</b> The ground level comprises display windows and active space (e.g. shops, cafés, offices, personal services, hotels, medical facilities and small showrooms).</p> <p>and</p> <p><b>AO3.3</b> Buildings incorporate windows and doors opening to the street.</p>	<p><b>AO3.1</b> <b>Complies.</b> The proposed specialty store is built within 2m of the western side boundary.</p> <p><b>AO3.2</b> <b>Complies.</b> The proposed design of the specialty shop incorporates display windows that address the entrance on Coulson Street to promote an active retail shopfront.</p>

Delegated Authority

Date: 14/5/2021

		<p><b>A03.3</b> The proposed design of the specialty shop incorporates display windows that address the entrance on Coulson Street.</p>
<p><b>PO4</b> Development provides a safe and secure environment.</p>	<p><b>AO4.1</b> Development provides:</p> <ul style="list-style-type: none"> <li>(a) opportunities for casual surveillance and sightlines to and from open spaces, streets and adjacent development;</li> <li>(b) activity areas adjacent to pedestrian pathways;</li> <li>(c) pathways, underpasses and other spaces that minimise sudden changes of grade and blind corners;</li> <li>(d) lighting of external areas;</li> <li>(e) increased visibility of high risk areas such as car parks, stairwells and the like;</li> <li>(f) entrances to buildings that are oriented to face open or 'active' spaces; and</li> <li>(g) clear sight lines from within the building at the entry point.</li> </ul> <p>and</p> <p><b>AO4.2</b> Parking areas with more than 20 parking spaces provide dedicated, obvious and direct pedestrian paths linking parking spaces with public streets and/or entry points to on-site commercial premises.</p> <p>and</p> <p><b>AO4.3</b> Pedestrian movement areas involve minimal vehicle conflict points and facilitate equitable access.</p> <p>and</p> <p><b>AO4.4</b> The ground level of buildings facing the primary frontage comprises windows and active space.</p>	<p><b>AO4.1</b> <b>Complies.</b> The display windows at the front of the specialty shop and extension to the supermarket allow for causal surveillance and clear sightlines directly onto Coulson Street.</p> <p><b>AO4.2</b> <b>Complies.</b> A pedestrian path is provided between the specialty store and the supermarket which directly connects the carpark and Coulson Street.</p> <p><b>AO4.3</b> <b>Complies.</b> Pedestrian movement is directed toward Coulson Street via a footpath provided between the speciality store and the supermarket, located away from any vehicle movement.</p> <p><b>AO4.4</b> <b>Complies.</b> The proposed design of the specialty shop incorporates display windows that address the entrance on Coulson Street.</p>
<p><b>PO5</b> Development is adequately serviced.</p>	<p><b>AO5.1</b> Development is connected to reticulated water supply and sewerage.</p> <p>and</p>	<p><b>AO5.1</b> <b>Complies.</b> The proposed development is connected to reticulated water supply and sewerage.</p>

Delegated Authority



Date: 14/5/2021

	<p><b>AO5.2</b> Stormwater is discharged to a lawful point of discharge.</p> <p>and</p> <p><b>AO5.3</b> Where involving an increase in gross floor area of more than 5,000m<sup>2</sup>, development provides bus and taxi loading areas within 100m of the main entrance.</p>	<p><b>AO5.2</b> <b>Complies.</b> Stormwater is able to be discharged from a lawful point of discharge.</p> <p><b>AO5.3</b> <b>Not Applicable.</b> The proposed development has an increase in gross floor area of less than 5,000m<sup>2</sup>.</p>
<p><b>PO6</b> Pedestrian safety is enhanced by appropriate access arrangements.</p>	<p><b>AO6.1</b> Where an alternative exists, no direct vehicular access is provided from the respective town's main commercial street.</p>	<p><b>AO6.1</b> <b>Complies.</b> Vehicular access is provided from Muir Street.</p>
<p><b>PO7</b> Refuse storage areas are located for convenient collection, screened from public view and provided with facilities for self-contained cleaning.</p>	<p><b>AO7.1</b> Refuse storage areas allow the appropriately-sized collection vehicle to enter and exit in a forward gear. The use of staff car parking areas to accommodate internal manoeuvring is permissible.</p> <p>and</p> <p><b>AO7.2</b> The refuse storage area is provided in a building or other enclosed structure screened to a minimum height of 0.2m above the height of the refuse receptacles.</p> <p><b>AO7.3</b> Refuse storage areas are provided with an impervious base that is drained to an approved waste disposal system and provided within a dedicated hose cock.</p>	<p><b>AO7.1</b> <b>Complies.</b> Refuse storage and collection is existing as per the current supermarket.</p> <p><b>AO7.2.</b> <b>Complies.</b> See above comment for AO7.1.</p> <p><b>AO7.3</b> <b>Complies.</b> See above comment for AO7.1</p>
<p><b>PO8</b> Development is located and designed to ensure that land uses are not exposed to: (a) Areas that pose a health risk from previous activities; and (b) Unacceptable levels of contaminants.</p>	<p><b>AO8.1</b> Development does not occur: (a) In areas that pose a health risk from previous activities; and (b) On sites listed on the Contaminated Land Register or Environmental Management Register</p> <p>and</p> <p><b>AO8.2</b> Areas that pose a health risk from previous activities and contaminated soils which are subject to development are remediated prior to plan sealing, operational works</p>	<p><b>AO8.1</b> <b>Complies.</b> The proposal site does not contain any contaminated soils. The site was previously used as a supermarket which does not pose any health risks.</p>



Delegated Authority



Date: 14/5/2021

	<p>permit, or issuing of building works permit.</p>	<p><b>AO8.2</b> <b>Not Applicable.</b> The proposal site does not contain contaminated soils and is currently improved by a supermarket use which will not pose a health risk.</p>
<p><b>Section 2 For development affected by one or more overlays</b></p>		
<p><b>Flood Hazard overlay</b></p>		
<p><b>PO9</b> Development is not exposed to risk from flood events by responding to flood potential and maintains personal safety at all times</p>	<p><b>AO9.1</b> All new allotments include an area of sufficient size to accommodate the intended land use outside the area identified on Overlay Map 03.</p> <p>and</p> <p><b>AO9.2</b> New buildings are not located within the area identified on Overlay Map 03;</p> <p>and</p> <p><b>AO9.3</b> Development is sited above the 1%AEP flood event where known, or the highest known flood event, as follows:                  (a) Habitable floor levels - 500mm;                  (b) Non-habitable floor levels - 300mm;                  (c) On-site sewage treatment and storage areas for potential contaminants - 300mm;                  (d) All other development - 0mm.</p> <p>and</p> <p><b>AO9.4</b> Building work below the nominated flood level allows for the flow through of flood water at ground level:                  (a) The structure below flood level is unenclosed; or                  (b) Any enclosure below flood level aligns with the direction of water flow; or                  (c) Any enclosure not aligning with the direction of water flow must have openings that are at least 50% of the enclosed area with a minimum opening of 75mm.</p> <p>and</p>	<p><b>AO9.1</b> <b>Complies.</b> The proposed development is located outside of the area that is affected by the Flood Hazard Overlay.</p> <p><b>AO9.2</b> <b>Complies.</b> The Flood Hazard Overlay encroaches to a minor extent over the southern boundary of the site where the proposed specialty shop and extension to the supermarket is located.</p> <p><b>AO9.3</b> <b>Complies.</b> The proposed building and extension is located outside the extent of the Flood Hazard Overlay.</p> <p><b>AO9.4</b> Not Applicable. The proposal site is</p> <p><b>AO9.5</b> <b>Not Applicable.</b> The proposal site is not located below the nominated flood level.</p> <p><b>AO9.6</b> <b>Not Applicable.</b> Signage is not required for evacuation as the development is located</p>

Delegated Authority *A*

Date: *14/5/2021*

	<p><b>AO9.5</b> Resilient building materials are used below the nominated flood level in accordance with the relevant building assessment provisions.</p> <p>and</p> <p><b>AO9.6</b> Signage is provided on site indicating the position and path of all safe evacuation routes off the site.</p>	<p>in a small extent of the flood overlay.</p>
<p><b>PO10</b> Development directly, indirectly and cumulatively avoids any significant increase in water flow, velocity or flood level, and does not increase the potential for flood damage either on site or other properties.</p>	<p><b>AO10.1</b> Works associated with the proposed development do not:</p> <ul style="list-style-type: none"> <li>(a) involve a net increase in filling greater than 50m<sup>3</sup>; or</li> <li>(b) result in any reductions of onsite flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or</li> <li>(c) change flood characteristics outside the site in ways that result in             <ul style="list-style-type: none"> <li>i. loss of flood storage;</li> </ul> </li> </ul>	<p><b>AO10.1</b> development complies with the provisions where applicable and the increased floor area has not been identified to cause any impact on flood conveyance.</p>



Delegated Authority  Date: 19/5/2021

	<ul style="list-style-type: none"> <li>ii. loss of/changes to flow paths;</li> <li>iii. acceleration or retardation of flows; or</li> <li>iv. any reduction in flood warning times.</li> </ul>	
<p><b>PO11</b> Development avoids the release of hazardous materials into floodwaters.</p>	<p><b>AO11.1</b> Materials manufactured or stored on site are not hazardous in nature.</p> <p>and</p> <p><b>AO11.2</b> Hazardous materials and any associated manufacturing equipment are located above the nominated flood level.</p>	<p><b>AO11.1</b></p> <p><b>Complies.</b> The proposed use is for a Shop which is not intended for the manufacturing or storage of hazardous materials.</p> <p><b>AO11.2</b></p> <p><b>Will comply.</b> A condition of approval can be applied to ensure that the storage of hazardous materials and equipment is above the flood level.</p>
<p><b>PO12</b> Community infrastructure in any area mapped as Flood Hazard is able to function effectively during and immediately after flood events.</p>	<p>No outcome specified.</p>	<p><b>Not Applicable.</b> The proposed development does not include any community infrastructure.</p>

**Summary of Compliance with Local Centre Code:**

The proposed Shop is appropriately designed to meet the requirements of the Local Centre Zone. Appropriate conditions are recommended to ensure that the development reflects the code in terms of landscaping and parking.

**5.3.2.3 Services and Works Code**

The Applicant has sufficiently addressed the requirements of the Services and Works Code:

- The proposal site has access to existing stormwater infrastructure and will be discharged at a lawful point of discharge. Conditions of approvals can be applied to ensure that compliance with the relevant stormwater outcomes can be achieved.
- The site has existing access to electricity and telecommunication services. The development will be connected to water supply and sewerage.
- The proposed development has access to sealed bitumen roads and will provide sealed roads on the site for the access of cars and pedestrians.
- The proposed development provides car parking in accordance with the likely needs of the development.
- The subject site consists of landscaping that is in accordance with the relevant zone codes.
- Filling and Excavation on the site will not compromise the existing topography and will maintain the amenity of the site and its surroundings.

**5.3.2.4 Key Issues**

Delegated Authority



Date: 14/5/2021

The key issues are discussed below:

### **Parking**

AO6.1 of the Service Works Code states that *Vehicle parking spaces are provided on-site in accordance with Table 8.4.5* which prescribes a ratio for parking of 1 space per 20m<sup>2</sup> of additional GFA. The proposed development will increase the GFA by 362m<sup>2</sup> which would require an additional 18 car park spaces as part of the proposal. The proposed development nominates an additional 6 spaces for the 362m<sup>2</sup> of GFA which provides a shortfall.

As the supermarket use is already established on the site, extensions to the building will not generate an increase in demand for the extended supermarket component and the extensions are for functional purposes of the supermarket. The GFA for the new speciality shop however will generate parking demand. It can be justified that additional car parking spaces for the supermarket extensions would be unnecessary. Based on the 121m<sup>2</sup> GFA of the proposed speciality store, 6 additional spaces are sufficient for the proposed development.

ATC Engineers confirm that the recommendations of the original parking survey and assessment from 2018 remain relevant and provide one acceptable solution to the development of additional carparking spaces the proposed stages, reproduced as follows:

- The existing 24 standard carparking spaces for B99 vehicles and 1 accessible carparking space be maintained unchanged on-site;
- 6 new standard carparking spaces for B99 vehicles be added on the western end of the existing carpark in addition to the existing 24 carparking spaces provided, including the 1 accessible carparking space;
- 8 existing on-street parallel carparking spaces on the Coulson Street frontage of the supermarket and speciality shop be included in the parking supply provision determination for the use as part of stage 2(i)(ii)(iii); and
- 5 new on-street standard parallel carparking spaces be formalised by line marking and signage on Muir Street at the expense of the developer and these carparks also be included in the parking supply provision determination for the use as part of stage 2.

This will result in a total of 43 carparks both on-site and on-street. The Council does not support the addition of 5 spaces on Muir St, however it is note that the existing 3 PWD spaces are not in accordance with current standards and signage can be removed to create additional on street car parks.

The National Construction Code (NCC) Building Code of Australia 2019 Volume One, Table D3.5 requires 1 accessible space for every 50 carparking spaces or part thereof.

This arrangement satisfies this requirement for the use by maintaining the existing 1 accessible carparking space on-site and including:

- 6 new on site car parks
- 1 new on site PWD space
- Convert three on-street PWD spaces to regular parking bays
- Include 8 on street parking bays in Coulson St in the total parking rate.



Delegated Authority

Date: 14/5/2021



**Image:** Proposed parking upgrades subject to amendments in red on final approval plans for 6 on-site parking spaces to be provided (not 4 as shown in this image).

**Flood Overlay**

AO9.2 of the Local Centre Code prescribes that *New buildings are not located within the area identified on Overlay Map 03.* There is a significantly minor encroachment of the flood overlay mapping located on the southern boundary of the site. The proposed specialty store and extension to the supermarket are partially located within the overlay.

Notwithstanding, the minor extent to which the site is mapped within the flood hazard overlay ensures that the proposed development will not be adversely affected by any flood events nor will it pose any risk to people.

**8.0 CONTRIBUTIONS / CHARGES**

The South Burnett Regional Council Adopted Infrastructure Charges Resolution (No. 2) 2015 applies to the application as the proposed development is located within a mapped Priority Infrastructure Area.

**9.0 CONSULTATION**

No public notification was required.

**10.0 GROUNDS FOR APPROVAL / RECOMMENDATION**

Grounds to support the development:

- The use is appropriate for the site, given its central location adjoining other commercial land uses and within close proximity to a residential locality that will have a nexus too supporting the day to day needs of the community.
- The amenity impacts of the proposed development, including light and noise, are minimal and manageable and not unacceptable.
- The Flood Hazard Overlay mapping shows that there is only a minor encroachment along the southern boundary of the site and will not have any adverse impacts on the development or pose any risks.
- The use does not conflict with the current planning framework, including the South Burnett Regional Council Planning Scheme 2017.

Delegated Authority



Date: 14/5/2021

- The proposal extends on centre activities anticipated in the Blackbutt Centre zone and enhances the services and facilities provided to the community.
- Performance outcomes for car parking are supported on the basis that only 122m<sup>2</sup> of additional supermarket floor area is added, with 120m<sup>2</sup> proposed as a storage room only and the new shop is limited in floor area to 121m<sup>2</sup>.
- The parking and pedestrian access will be improved within Stage 1 of the works with six additional on-site parking bays and a new pedestrian access within the site from the car park to the front entry of the supermarket and new shop.
- Landscaping, access and design of buildings are consistent with the existing.

On balance, the proposed development and its impacts can be managed through compliance with conditions. On this basis, we recommend that Council approve the proposed development, subject to the conditions outlined herein.

- Relevant infrastructure charges notices are to be issued for the extensions in accordance with the South Burnett Regional Council Adopted Infrastructure Charges Resolution over the proposed three stages of development.
- The relevant period for the three (3) stages of development is for a total period of six (6) years, in accordance with the *Planning Act 2016*.

Delegated Authority



Date: 14/5/2021

**Attachment A**  
**Referral agency response**



Our reference: 2102-21128 SRA  
Your reference: MCL20/0010

24 March 2021

The Chief Executive Officer  
South Burnett Regional Council  
PO Box 336  
KINGAROY QLD 4610

E-mail: [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au)

Attention: Mr Chris Du Plessis

Dear Mr Du Plessis

**SARA Response – 48 Coulson Street, BLACKBUTT (Lot 8 on SP105891 and Lot 9 on RP32384)**

(Given under Section 56 of the Planning Act 2016)

The development application described below was confirmed as being properly referred to the State Assessment and Referral Agency (SARA) on 10 September 2020.

**Response**

Outcome:	Referral Agency Response under Section 56(1)(b) of the <i>Planning Act 2016</i> (with conditions)
Date of response:	24 March 2021
Conditions:	The approval is subject to the conditions in <b>Attachment 1</b>
Advice:	Advice to the applicant is in <b>Attachment 2</b>
Reasons:	The reasons for the referral agency response are in <b>Attachment 3</b>

**Development Details**

Description:	Material Change of Use – Shop (Extension to existing Supermarket – 242m <sup>2</sup> and additional Shop – 121m <sup>2</sup> )
SARA role:	Referral agency
SARA triggers:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1–

Page 1 of 6

Wide Bay Burnett regional office  
Level 1, 7 Talkaluan Street, Bundaberg  
PO Box 979, Bundaberg QLD 4670

Delegated Authority



Date: 14/5/2021

2009-18675 SRA

Material change of use of premises near a state transport corridor  
(Planning Regulation 2017)

SARA reference: 2009-18675 SRA  
 Assessment Manager: South Burnett Regional Council  
 Street address: 48 Coulson Street, BLACKBUTT  
 Real property description: Lot 8 on SP105891 and Lot 9 on RP32384  
 Applicant name: Jandev Pty Ltd  
 C/- Mayhill Planning & Architecture  
 Applicant contact details: 2/72 Merivale Street  
 SOUTH BRISBANE QLD 4104  
[michael@mayhill.com.au](mailto:michael@mayhill.com.au)

### Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 of the Development Assessment Rules).

Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Peter Mulcahy, Principal Planning Officer, on (07) 4331 5603 or via email [WBBSARA@dsdmp.qld.gov.au](mailto:WBBSARA@dsdmp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Luke Lankowski  
 Manager, Planning – Wide Bay Burnett

enc Attachment 1 – Referral agency conditions  
 Attachment 2 – Advice to the applicant  
 Attachment 3 – Reasons for referral agency response  
 Attachment 4 – Representations provisions

cc Jandev Pty Ltd  
 C/- Mayhill Planning & Architecture  
[michael@mayhill.com.au](mailto:michael@mayhill.com.au)

Department of Transport and Main Roads  
[Wide.Bay.Burnett.IDAS@tmr.qld.gov.au](mailto:Wide.Bay.Burnett.IDAS@tmr.qld.gov.au)

State Assessment and Referral Agency (SARA)

Page 2 of 6



Delegated Authority

Date: 19/5/2021

2009-18675 SRA

**Attachment 1—Referral agency conditions**

(Under Section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application)

No.	Conditions	Condition timing
<p><b>Material Change of Use – Shop (Extension to existing Supermarket – 242m<sup>2</sup> and additional Shop – 121m<sup>2</sup>)</b></p> <p>Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 of the <i>Planning Regulation 2017</i>— The Chief Executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):</p>		
1.	Direct access is not permitted between the D'Aguliar Highway (Coulson Street) and the subject site (Lot 8 on SP105811 and Lot 9 on RP32384)	At all times.
2.	<p>a) A Construction Management Plan must be prepared by a suitably qualified and experienced person and given to the District Director (Wide Bay Burnett) Department of Transport and Main Roads, PO Box 486, Bundaberg QLD 4670 or via e-mail to <a href="mailto:Wide.Bay.Burnett.IDAS@tmr.qld.gov.au">Wide.Bay.Burnett.IDAS@tmr.qld.gov.au</a> quoting reference number TMR20-030969.</p> <p>b) The Construction Management Plan must demonstrate that there will be no disruption to the D'Aguliar Highway (Coulson Street) during the course of construction.</p> <p>c) The construction of the development must be undertaken in accordance with the Construction Management Plan as identified in part a) of this condition, in particular dust management.</p>	Prior to obtaining a Development Permit for Building Work or Development Permit for Operational Work, whichever occurs first for Stage 1.
3.	<p>a) Stormwater management of the development must ensure no worsening or actionable nuisance to the D'Aguliar Highway (Coulson Street).</p> <p>b) Any works on the land must not:</p> <ul style="list-style-type: none"> <li>i. create any new discharge points for stormwater runoff onto the D'Aguliar Highway (Coulson Street)</li> <li>ii. interfere with and/or cause damage to the existing stormwater drainage on the D'Aguliar Highway (Coulson Street)</li> <li>iii. surcharge any existing culvert or drain on the D'Aguliar Highway (Coulson Street)</li> <li>iv. reduce the quality of stormwater discharge onto the D'Aguliar Highway (Coulson Street)</li> </ul> <p>c) Registered Professional Engineer of Queensland (RPEQ) certification with supporting information must be provided to the District Director (Wide Bay Burnett), Department of Transport and Main Roads, PO Box 486, Bundaberg QLD 4670 or via e-mail to <a href="mailto:Wide.Bay.Burnett.IDAS@tmr.qld.gov.au">Wide.Bay.Burnett.IDAS@tmr.qld.gov.au</a> quoting reference number TMR20-030969, confirming that the development has been constructed in accordance with parts (a) and (b) of this condition.</p>	<p>(a) At all times.</p> <p>(b) At all times.</p> <p>(c) Prior to the commencement of use for Stage 1, 2 or 3 whichever occurs first.</p>



Delegated Authority



Date: 14/5/2021

2009-18675 SRA

**Attachment 2—Advice to the applicant**

**General Advice**

- |    |   |
|----|---|
| 1. | Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the <i>State Development Assessment Provisions (SDAP) v2.6</i> . If a word remains undefined it has its ordinary meaning. |
|----|---|

Delegated Authority



Date: 14/5/2021

2009 18675 SRA

**Attachment 3—Reasons for referral agency response**

(Given under Section 56(7) of the Planning Act 2016)

**The reasons for the SARA decision are:**

The proposed development complies with the assessment benchmarks and purpose statement within State Code 1: Development in a state-controlled road environment of the State Development Assessment Provisions, as the proposed development is:

- not considered to result in safety and efficiency impacts on the state-controlled road network at the Coulson Street/Muir Street intersection
- not considered to create a safety hazard for users of a state-controlled road
- not considered to result in a worsening or stormwater, flooding or drainage impacts in a state-controlled road

Conditions have been applied to ensure compliance with State Code 1 in relation to vehicular access, construction management and stormwater management.

**Material used in the assessment of the application:**

- The development application material
- Applicant response to SARA Information Request (received 8 March 2021)
- Planning Act 2016.
- Planning Regulation 2017.
- The State Development Assessment Provisions (Version 2.6)
- The Development Assessment Rules (DA Rules).
- SARA DA Mapping system.
- Human Rights Act 2019.

Delegated Authority




Date: 19/5/2021

2009-10075 SRA

**Attachment 4—Representations about a referral agency response**

State Assessment and Referral Agency (SARA)

Page 6 of 6

 14/5/2021

**INFRASTRUCTURE CHARGES NOTICE**

*(Section 119 of the Planning Act 2016)*

**APPLICANT:** Jandev Pty Ltd  
C/-Mayhill Planning & Architecture  
2/72 Merivale Street  
SOUTH BRISBANE QLD 4104

**APPLICATION:** Material Change of Use – Additional shop (Stage 1)

**DATE:** 14 May 2021

**FILE REFERENCE:** MCU20/0010

**AMOUNT OF THE LEVIED CHARGE:** **\$15,851.00** **Total**  
*(Details of how these charges were calculated are shown overleaf)*

\$7,623.00	Water Supply Network
\$4,235.00	Sewerage Network
\$3,751.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$242.00	Stormwater Network

**AUTOMATIC INCREASE OF LEVIED CHARGE:** The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

**LAND TO WHICH CHARGE APPLIES:** Lot 9 ON RP32384

**SITE ADDRESS:** 48 – 50 Coulson Street  
**Blackbutt QLD 4314**

**PAYABLE TO:** **South Burnett Regional Council**

**WHEN PAYABLE:**  
*(In accordance with the timing stated in Section 122 of the Planning Act 2016)* Material Change of Use – When the change happens.

**OFFSET OR REFUND:** Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

*14/5/2021*

**DETAILS OF CALCULATION**

**Water Supply**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	121	GFA	\$63.00	CR Table 2.2	\$7,623.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Sewerage**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	121	GFA	\$35.00	CR Table 2.2	\$4,235.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
	-	-	\$0.00	-	\$0.00

**Transport**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	121	GFA	\$31.00	CR Table 2.2	\$3,751.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
	-	-	\$0.00	-	\$0.00

**Parks and Land for Community Facilities**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	121	GFA	\$0.00	CR Table 2.2	\$0.00

*14/5/2021*

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Stormwater**

**Adopted Charges**

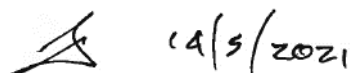
Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	121	GFA	\$2.00	CR Table 2.2	\$242.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

Levied Charges Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial Retail – Shop	\$7,623.00	\$4,235.00	\$3,751.00	\$0.00	\$242.00	\$15,851.00
<b>Total</b>	<b>\$7,623.00</b>	<b>\$4,235.00</b>	<b>\$3,751.00</b>	<b>\$0.00</b>	<b>\$242.00</b>	<b>\$15,851.00</b>

*\* In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*



## INFORMATION NOTICE

<b>Authority and Reasons for Charge</b>	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
<b>Appeals</b>	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
<b>Automatic Increase Provision of charge rate (\$)</b>	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average<sup>1</sup>. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
<b>GST</b>	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
<b>Making a Payment</b>	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing <a href="mailto:info@southburnett.qld.gov.au">info@southburnett.qld.gov.au</a></p>

<sup>1</sup> 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.



*A 12/5/2021*

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

**Enquiries**

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au)

*A 14/5/2021*

**INFRASTRUCTURE CHARGES NOTICE**

*(Section 119 of the Planning Act 2016)*

**APPLICANT:** Jandev Pty Ltd  
C/- Mayhill Planning & Architecture  
2/72 Merivale Street  
SOUTH BRISBANE QLD 4104

**APPLICATION:** Material Change of Use – Extension to Supermarket (Stage 2)

**DATE:** 14 May 2021

**FILE REFERENCE:** MCU20/0010

**AMOUNT OF THE LEVIED CHARGE:** **\$15,982.00** **Total**  
*(Details of how these charges were calculated are shown overleaf)*

\$7,686.00	Water Supply Network
\$4,270.00	Sewerage Network
\$3,782.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$244.00	Stormwater Network

**AUTOMATIC INCREASE OF LEVIED CHARGE:** The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

**LAND TO WHICH CHARGE APPLIES:** Lot 9 RP32384

**SITE ADDRESS:** 48 – 50 Coulson Street  
**Blackbutt QLD 4314**

**PAYABLE TO:** **South Burnett Regional Council**

**WHEN PAYABLE:**  
*(In accordance with the timing stated in Section 122 of the Planning Act 2016)* Material Change of Use – When the change happens.

**OFFSET OR REFUND:** Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

*X 14/5/2021*

**DETAILS OF CALCULATION**

**Water Supply**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$63.00	CR Table 2.2	\$7,686.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Sewerage**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$35.00	CR Table 2.2	\$4,270.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Transport**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$31.00	CR Table 2.2	\$3,782.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Parks and Land for Community Facilities**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$0.00	CR Table 2.2	\$0.00

*14/5/2021*

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Stormwater**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$2.00	CR Table 2.2	\$244.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Levied Charges**

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial Retail - Shop	\$7,686.00	\$4,270.00	\$3,782.00	\$0.00	\$244.00	\$15,982.00
<b>Total</b>	<b>\$7,686.00</b>	<b>\$4,270.00</b>	<b>\$3,782.00</b>	<b>\$0.00</b>	<b>\$244.00</b>	<b>\$15,982.00</b>

*\* In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

*A* 14/5/2021

## INFORMATION NOTICE

<b>Authority and Reasons for Charge</b>	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
<b>Appeals</b>	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
<b>Automatic Increase Provision of charge rate (\$)</b>	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average<sup>1</sup>. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
<b>GST</b>	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
<b>Making a Payment</b>	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing <a href="mailto:info@southburnett.qld.gov.au">info@southburnett.qld.gov.au</a></p>

<sup>1</sup> 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

J 14/5/2021

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

### **Enquiries**

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au)

*14/5/2021*

**DETAILS OF CALCULATION**

**Water Supply**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$63.00	CR Table 2.2	\$7,686.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Sewerage**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$35.00	CR Table 2.2	\$4,270.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Transport**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$31.00	CR Table 2.2	\$3,782.00

**Discounts\***


Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Parks and Land for Community Facilities**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	122	GFA	\$0.00	CR Table 2.2	\$0.00



 14/5/2021

**INFRASTRUCTURE CHARGES NOTICE**

*(Section 119 of the Planning Act 2016)*

**APPLICANT:** Jandev Pty Ltd  
C/- Mayhill Planning & Architecture  
2/72 Merivale Street  
SOUTH BRISBANE QLD 4104

**APPLICATION:** Material Change of Use – Additional Shop (Stage 2)

**DATE:** 14 May 2021

**FILE REFERENCE:** MCU20/0010

**AMOUNT OF THE LEVIED CHARGE:** **\$15,982.00** **Total**  
*(Details of how these charges were calculated are shown overleaf)*

\$7,686.00	Water Supply Network
\$4,270.00	Sewerage Network
\$3,782.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$244.00	Stormwater Network

**AUTOMATIC INCREASE OF LEVIED CHARGE:** The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

**LAND TO WHICH CHARGE APPLIES:** Lot 9 RP32384

**SITE ADDRESS:** 48 – 50 Coulson Street  
**Blackbutt QLD 4314**

**PAYABLE TO:** **South Burnett Regional Council**

**WHEN PAYABLE:** *(In accordance with the timing stated in Section 122 of the Planning Act 2016)* Material Change of Use – When the change happens.

**OFFSET OR REFUND:** Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

*J* 14/5/2021

**INFRASTRUCTURE CHARGES NOTICE**

*(Section 119 of the Planning Act 2016)*

**APPLICANT:** Jandev Pty Ltd  
C/-Mayhill Planning & Architecture  
2/72 Merivale Street  
SOUTH BRISBANE QLD 4104

**APPLICATION:** Material Change of Use – Extension to supermarket  
(Stage 3)

**DATE:** 14 May 2021

**FILE REFERENCE:** MCU20/0010

**AMOUNT OF THE LEVIED CHARGE:** **\$15,720.00** **Total**  
*(Details of how these charges were calculated are shown overleaf)*

\$7,560.00	Water Supply Network
\$4,200.00	Sewerage Network
\$3,720.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$240.00	Stormwater Network

**AUTOMATIC INCREASE OF LEVIED CHARGE:** The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

**LAND TO WHICH CHARGE APPLIES:** Lot 9 RP32384

**SITE ADDRESS:** 48 – 50 Coulson Street  
**Blackbutt QLD 4314**

**PAYABLE TO:** **South Burnett Regional Council**

**WHEN PAYABLE:** Material Change of Use – When the change happens.  
*(In accordance with the timing stated in Section 122 of the Planning Act 2016)*

**OFFSET OR REFUND:** Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

*14/5/2021*

**DETAILS OF CALCULATION**

**Water Supply**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	120	GFA	\$63.00	CR Table 2.2	\$7,560.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Sewerage**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	120	GFA	\$35.00	CR Table 2.2	\$4,200.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Transport**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	120	GFA	\$31.00	CR Table 2.2	\$3,720.00

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Parks and Land for Community Facilities**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	120	GFA	\$0.00	CR Table 2.2	\$0.00

*A 14/5/2021*

**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Stormwater**

**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail – Shop	120	GFA	\$2.00	CR Table 2.2	\$240.00


**Discounts\***

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not applicable	-	-	\$0.00	-	\$0.00

**Levied Charges**

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial Retail – Shop	\$7,560.00	\$4,200.00	\$3,720.00	\$0.00	\$240.00	\$15,720.00
<b>Total</b>	<b>\$7,560.00</b>	<b>\$4,200.00</b>	<b>\$3,720.00</b>	<b>\$0.00</b>	<b>\$240.00</b>	<b>\$15,720.00</b>

*\* In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

 14/5/2021

## INFORMATION NOTICE

<b>Authority and Reasons for Charge</b>	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
<b>Appeals</b>	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
<b>Automatic Increase Provision of charge rate (\$)</b>	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average<sup>1</sup>. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
<b>GST</b>	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
<b>Making a Payment</b>	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing <a href="mailto:info@southburnett.qld.gov.au">info@southburnett.qld.gov.au</a></p>

<sup>1</sup> 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

*A 14/5/2021*

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

**Enquiries**

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au)

Delegated Authority



Date: 14/5/2021

**ATTACHMENTS**

**Nil**



Delegated Authority



Date: 14/5/2021

Attachment

Statement of Reasons

**NOTICE ABOUT DECISION – STATEMENT OF REASONS**

*The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016*

The development application for:

Type of Approval:	Material Change of Use
Level of Assessment	Code Assessable
Submissions:	NIL
Application No:	MCU20/0010
Name of Applicant:	Jandev Pty Ltd C/- Mayhill Planning and Architecture Pty Ltd
Street Address:	48-50 Coulson Street Blackbutt
Real Property Description:	Lot 8 on SP105981 + Lot 9 on RP32384

On 13 May 2021 the above development application was:

- Approved in full, with conditions;
- Approved in full, without conditions;
- Refused;
- Approved in part with conditions and refused in part.

**1. Reasons for the Decision**

Development Approval for a Material Change of Use for a 'Shop' and extension to supermarket in three (3) stages, over land described as Lot 8 on SP105981 and Lot 9 on RP32384 and situated at 48 – 50 Coulson Street, Blackbutt. The Applicant is Jandev Pty Ltd c/- Mayhill Planning and Architecture Pty Ltd and the application reference is MCU20/0010. The proposal is supported on the following grounds:

- The use is appropriate for the site, given its central location adjoining other commercial land uses and within close proximity to a residential locality that will have a nexus too supporting the day to day needs of the community.
- The amenity impacts of the proposed development, including light and noise, are minimal and manageable and not unacceptable.
- The Flood Hazard Overlay mapping shows that there is only a minor encroachment along the southern boundary of the site and will not have any adverse impacts on the development or pose any risks.
- The use does not conflict with the current planning framework, including the South Burnett Regional Council Planning Scheme 2017.
- The proposal extends on centre activities anticipated in the Blackbutt Centre zone and enhances the services and facilities provided to the community.

Delegated Authority



Date: 19/5/2021

- Performance outcomes for car parking are supported on the basis that only 122m2 of additional supermarket floor area is added, with 120m2 proposed as a storage room only and the new shop is limited in floor area to 121m2.
- In support for the extensions an additional 6 on-site car parking spaces are to be constructed and existing car space 21 is to be re-lined and signed for PWD parking. 2 PWD spaces on site will meet the NCCA requirements. At the developer's expense in Muir Street, the existing PWD spaces are to be converted to three (3) regular parallel car parking spaces. This will cater to the general public for parking.
- The parking and pedestrian access will be improved within Stage 1 of the works with six additional on-site parking bays, and additional PWD bay and a new pedestrian access within the site from the car park to the front entry of the supermarket and new shop.
- Landscaping, access and design of buildings are consistent with the existing.
- Despite some minor conflicts with the assessment benchmarks under the Planning Scheme, on balance the circumstances favour Council exercising its discretion to approve the development, subject to conditions.


**2. Assessment Benchmarks**

The following are the benchmarks apply to this development:

- South Burnett Regional Council planning scheme, Local Centre Zone Code
- South Burnett Regional Council planning scheme, Services and works code
- State Assessment Development Provisions (SARA assessment)
- The existing Development Approval for the subject land
- the State Planning Policy, to the extent the SPP is not identified in the planning scheme as being appropriately integrated in the planning scheme

**3. Compliance with Benchmarks**




ASSESSMENT MATTERS		
<b>Reasons for Decision</b>	The development was assessed against all of the Assessment Benchmarks listed above and complies with all of these with the exception listed below.	
	<b>Assessment Benchmark</b>	<b>Reasons for the Approval Despite Non-compliance with Benchmark</b>
	Local Centre Zone Code	Complies with all Acceptable outcomes and where a Performance outcome has been sought, compliance with the relevant performance outcome has been achieved. There is full compliance with all applicable overall outcomes of the zone code.
		There is no conflict identified with the assessment benchmarks

Delegated Authority 

Date: 12/5/2021

**0.0 OPERATIONAL WORKS APPLICATION FOR 29A KNIGHT STREET, KINGAROY (LOT 8 ON SP249635) - APPLICANT/ OWNER: DAVISON HOMES C/ ATC ENGINEERS**

**File Number:** OPW21/0002  
**Author:** Engineering Contractor, Planning & Land Management  
**Authoriser:** Chief Executive Officer

SIGNATURE	DATE
MANAGER 	12/5/2021
GM 	12/5/2021
CEO 	12.05.2021

**PRECIS**

Development Application for Operational Work – Stormwater, Water Supply, Access, Sewer, and Carparking for construction of multiple dwellings at 29A Knight St, Kingaroy – Lot 8 SP249635 – OPW21/0002.

This report considers the proposed development, provides an assessment of the merits of the proposal and makes a recommendation to decide the development application.

**SUMMARY**

- Application for Operational Work for Stormwater, Water Supply, Access, Sewer, and Carparking for construction of multiple dwellings at 29A Knight St, Kingaroy – Lot 8 SP249635;
- An Operational Work application is required to meet the Conditions of Approval for MCU20/0008;
- The proposed Operational Work is approved with conditions.
- These conditions are seen to be in accordance with South Burnett Regional Council Planning Scheme 2017, development guidelines and best practices.


**OFFICER'S RECOMMENDATION**

It is recommended that Council approve the development application for Operational Work for Stormwater, Water Supply, Access, Sewer, and Carparking on land described as Lot 8 SP249635 and situated at 29A Knight St, Kingaroy, subject to the following conditions.

**GENERAL**

- ENG 1 Compliance with the plans and specifications submitted with Development Application OPW21/0002, approval conditions, all Council Planning Scheme Policies and Material Change of Use Approval No. MCU20/0008.
- ENG 2 This approval extends to Engineering works for Stormwater, Water Supply, Access, Sewer, and Carparking as detailed, and is conditional upon a set of "Issued for Construction" drawings, amended if required by the conditions of this approval, being submitted to Council for endorsement, prior to pre-start meeting.
- ENG 3 Undertake all approved works and works required by conditions of this development approval at no cost to Council.
- ENG 4 Submit to Council for approval, an Inspection and Test Plan certified by a suitably qualified Engineer (RPEQ – Civil) prior to commencement of any work and prior to any pre-start meeting.
- ENG 5 Pay to Council, inspection fees based on Council's Fees and Charges current at the time of commencement of works and based on the estimated project cost as estimated or accepted by Council prior to the pre-start meeting.



Delegated Authority 

Date: 12/5/2021

ENG 6 Ensure that supervision of all construction works are carried out by a suitably qualified and experienced Engineer (RPEQ).

ENG 7 Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday:	7.00am to 6.00pm	Noise permitted
Monday to Sunday:	6.00pm to 7.00am	No noise permitted
Sunday and Public Holidays:		No noise permitted

Do not conduct work or business that causes audible noise from or on the site outside the above hours.

ENG 8 Be responsible to carry out Work Health and Safety legislative requirements.

ENG 9 Ensure all work sites are maintained in a clean, orderly state at all times.

ENG 10 Manage all waste in accordance with the relevant legislation and regulations and dispose of regulated waste at a licensed facility of South Burnett Regional Council by a licensed regulated waste disposal contractor.

ENG 11 Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG 12 Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development, immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of works associated with the development.

ENG 13 Submit to Council, a Certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the approved plans and specifications and to Council's requirements, prior to commencement of the use.

ENG 14 Works are to be constructed generally in accordance with the specification requirements outlined in Aus-Spec #1, WBBROC Design and Construction Code, Council standards, and the IPWEAQ Standard Drawings unless otherwise approved by South Burnett Regional Council.

**STORMWATER**

ENG 15 Ensure that earthworks and fill on the subject land do not lead to ponding of stormwater or actionable nuisance and ensure that the development and adjoining properties, drain freely to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual.

ENG 16 Do not concentrate stormwater onto adjoining properties.

ENG 17 Provide appropriate energy dissipation and scour protection measures at stormwater outlets.

**DEVELOPMENT WORKS**

ENG 18 Maintain erosion and sedimentation controls at all times during the course of the project and the ensuing defects liability period. Council Officers will inspect and assess the sediment and erosion control measures and temporary fencing implemented, and any alterations and/or supplementary works required must be incorporated.

Delegated Authority



Date:

12/5/2021

- ENG 19 Implement measures to prevent site vehicles tracking sediment and other pollutants from the site onto adjoining streets during the course of the project, and to prevent dust nuisance during construction and the ensuing defects liability period.
- ENG 20 Be responsible for protecting nearby property owners from dust pollution arising from construction and maintenance of the works required by this approval, and comply with any lawful instructions from the Assessment Manager if, in his opinion, a dust nuisance exists.
- ENG 21 Adjust all access chamber surface levels to provide a freeboard of 100mm above the finished ground surface level, where the work involves excavation or filling over, or adjacent to water supply, sewerage or gas infrastructure. Be responsible for all costs associated with the adjustment of the chamber levels and the works to be undertaken by Council on a Private Works Quotation basis.
- ENG 22 Waste material as a result of demolition work and excavation work must not be used as fill as described within the *Waste Reduction and Recycling Act 2011*.

**EARTHWORKS**

- ENG 23 Contain cut or fill batters wholly within the subject land. Do not place fill on adjacent properties without providing Council with written permission from the respective property owner(s).
- ENG 24 Do not store plant or material on adjoining lands without written permission from the respective property owner(s).
- ENG 25 Do not use contaminated material as fill on the site. Undertake any filling using inert materials only, with a maximum particle size of 75mm.
- ENG 26 Ensure open drains and fill platforms are constructed with a longitudinal grade on no less than 0.1%.

**SEWER**

- ENG 27 Construct sewerage networks in accordance with the *WBBROC Design and Construction Standards*, Council Specifications, and Customer Service Standards.
- ENG 28 Conduct vacuum testing, cleaning and CCTV video inspection to a Council approved standard.
- ENG 29 Provide Council's Engineering Services with a minimum of 2 working days notice when any temporary stoppages to sewage flow are expected.
- ENG 30 The existing end of line sewer manhole in Lot 4 RP231679 shall be removed, and backfilled with clean fill compacted to 95% standard compaction.
- ENG 31 The existing sewer main to be decommissioned shall be core filled with flowable concrete.
- ENG 32 All live works associated with sewerage must be performed by South Burnett Regional Council (or under the supervision of a South Burnett Regional Council Officer if considered appropriate).
- ENG 33 Construct house connection branches in accordance with Council's Standard Drawing current at the time of commencement of construction.

**WATER SUPPLY**

Delegated Authority



Date: 12/5/2021

ENG 34 Construct water supply networks in accordance with the *WBBROC Design and Construction Standards*, Council Specifications, Customer Service Standards, Plumbing & Wastewater Code, and statutory requirements. The meter arrangement will require a Master meter at the property boundary, with sub-meters for each unit.

ENG 35 All live works associated with water must be performed by South Burnett Regional Council (or under the supervision of a South Burnett Regional Council Officer if considered appropriate).

*Note: This section of Knight St is under the control of the Department of Transport and Main Roads (TMR). All approvals required by TMR shall be in place prior to commencement of the work for the road crossing.*

ENG 36 Do not keep any external water services interrupted for more than a cumulative total of three hours during development works, and a minimum of five (5) days notice of any interruptions must be provided to Council and any relevant consumers.

**CONSTRUCTION AND NUISANCE MANAGEMENT PLAN**

ENG 37 Prior to pre-start meeting, submit to Council for endorsement, a Construction and Nuisance Management Plan for the approved development works for the site. The Plan is to cover, but not be limited to the following:

- (i) air quality management;
- (ii) noise and vibration management;
- (iii) storm water quality management;
- (iv) erosion and sediment management;
- (v) waste management;
- (vi) complaint management;
- (vii) workers' car parking arrangements; and
- (viii) traffic control during works.

ENG 38 Implement the approved Construction and Nuisance Management Plan at all times during construction of the development.

ENG 39 Ensure a legible copy of the approved Construction and Nuisance Management Plan is available on site at all times during construction and earthworks.

**INSPECTIONS AND TESTING**

ENG 40 Submit to Council the pre-start meeting agenda at the confirmation of a date and time for the meeting.

ENG 41 Provide Council with a minimum of two clear working days notice to undertake compulsory inspections and meetings at the following stages:

- (a) Pre-start meeting with Council, Contractor, Supervising Engineer and developer;
- (b) Water:
  - (i) prior to backfilling of each water connection point;
  - (ii) prior to connection of any works to the reticulated water supply systems;

Delegated Authority



Date:

12/5/2021

- (c) Sewer:
- (i) prior to backfilling of each sewer main;
  - (ii) prior to backfilling of each property connection point;
  - (iii) prior to connection of any works to the existing sewer network;
  - (iv) at the time of any testing of each and every sewer main; and
  - (v) at the time of CCTV inspection to facilitate Council's acceptance of the works on and off-maintenance;
- (d) Structural steel inspection prior to pouring of any structural concrete including cast in-situ stormwater and sewer manholes and gully pits;
- (e) at the point of completion of all works before placing on-maintenance; and
- (f) at the point of requesting Council to accept the works off-maintenance.
- ENG 42 Submit to Council, all inspection and test data in its entirety prepared by the applicant, Engineer, Principal Contractor or by Subcontractors in relation to the Operational Work or as described in the application prior to commencement of the use. Undertake any further inspection, testing or analysis required, due to failure of work to meet specifications or where the testing previously provided is considered insufficient on behalf of the Principal Contractor by a NATA accredited entity (where applicable).
- ENG 43 Uncover all works covered prior to inspection to allow inspection by Council at Council's sole discretion.
- ENG 44 Allow Council to enter a work site to which this approval relates and undertake testing or analysis of any part of the construction, and Council is not liable for the rectification of or compensation for any damage caused in the testing or analysis process. Should work be found to be not constructed to specification or of poor quality, any reasonable instruction given by Council Officers must be considered to be a condition of approval and undertaken by the Principal Contractor.
- ENG 45 Where complete or incomplete works under this approval adversely affect adjoining properties, Council land, roads or other infrastructure, Council requires by notice, works to be completed.
- ENG 46 Undertake any works for the safety or health of the community or protection of infrastructure where Council deems it necessary.

**MAINTENANCE**

- ENG 47 Submit to Council, a written request to place constructed works on-maintenance or off-maintenance from the developer's certifying Engineer stating that all approved works have been completed and are ready for Council inspection.
- ENG 48 Pay to Council, a maintenance bond of 5% of the cost of the operational work as estimated or accepted by Council, prior to commencement of the on-maintenance period.
- ENG 49 Maintain all works that will become Council infrastructure for a period of 12 months (maintenance period) from commencement of the on-maintenance period. Undertake any necessary maintenance or repairs to non-conforming work, defects and/or damage to any works undertaken in relation to this approval, even where damage has resulted from a third party activity within the maintenance period.
- ENG 50 The maintenance bond will be entirely forfeited to Council should there be any failure by the applicant to undertake any such works considered by Council as necessary, to rectify



Delegated Authority



Date: 12/5/2021

any non-compliant works and to protect public safety. In the event that the bond is insufficient to address the non-compliant works, Council reserves the right to seek restitution. After expiration of the maintenance period and where required maintenance is suitably undertaken to Council's satisfaction, the bond will be returned accordingly, after the project is accepted off-maintenance.

ENG 51 The on-maintenance period commences only when Council provides written confirmation that all of the following are completed:

- (a) satisfactory completion of all works and conditions of Operational Work approval including associated Material Change of Use approval;
- (b) provision of all necessary test and quality audit requirements;
- (c) lodgement with Council, of certification from an RPEQ that the works have been undertaken in accordance with the approved plans and specifications and to Council's requirements;
- (d) lodgement of a maintenance bond of 5% of the cost of the operational work as accepted by Council;
- (e) submission of "As Constructed" data in the required format.

**AS CONSTRUCTED INFORMATION**

ENG 52 Submit to Council within 10 working days of completion of the operational work, suitable "As Constructed" drawings in hard copy and AutoCAD format and on GDA Zone 56 coordinates. The "As Constructed" drawings or data capture methods as required by Council must be certified by a Registered Professional Engineer of Queensland (RPEQ) on every drawing and shall be to an appropriate electronic format and standard as required by Council's Infrastructure Services General Manager.

ENG 53 Provide "As Constructed" data for the following elements, where applicable:

- (a) sewerage;
- (b) water supply;

*The approval is subject to construction being undertaken in accordance with the Approved Plans prepared by ATC Engineers and Project Managers as listed below:*

Project No.	No./Drawing	Drawing/Plan Title	Date
20046	G-101	General Layout Plan	24/7/20
20046	G-102	General Notes	24/7/20
20046	C-101	Pavement Layout Plan & Typical Details	24/7/20
20046	D-101	Stormwater Drainage Layout Plan & Typical Details	24/7/20
20046	S-101	Sewer Layout Plan & Typical Details	24/7/20
20046	S-102	Sewer Longitudinal Sections	24/7/20
20046	S-103	Typical Unit Sanitary Layout Plan	24/7/20
20046	W-101	Water Reticulation Layout Plan & Typical Details	24/7/20

Delegated Authority



Date: 12/5/2021

**ADVICE NOTES**

The applicant be advised that:

- (a) Prior to commencement of the use or endorsement of the survey plan as applicable, the applicant shall contact Council to arrange a Development Compliance Inspection.
- (b) The applicant must ensure compliance with environmental conditions whether required to hold an Environmental Authority or not. These include, but are not limited to water quality, air quality, noise levels, waste waters, lighting and visual quality as a result of any activity or by-product or storage of materials within the confines of the building(s) and property boundaries.

Any amendment, alteration or addition to the development approval will require further consideration by Council in assessing any changes to the environmental conditions.

- (c) The *Aboriginal Cultural Heritage Act 2003* (ACHA) is administered by the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs (DATSIMA). The ACHA establishes a duty of care to take all reasonable and practicable measures to ensure any activity does not harm Aboriginal cultural heritage. This duty of care:
  - (i) is not negated by the issuing of this development approval;
  - (ii) applies on all land and water, including freehold land;
  - (iii) lies with the person or entity conducting an activity; and
  - (iv) if breached, is subject to criminal offence penalties.

Those proposing an activity involving surface disturbance beyond that which has already occurred at the proposed site must observe this duty of care. Details of how to fulfil this duty of care are outlined in the duty of care guidelines gazetted with the ACHA. The applicant should contact DATSIP's Cultural Heritage Co-ordination Unit on telephone (07) 3224 2070 for further information on the responsibilities of developers under the ACHA.

- (d) The **relevant period** for the development approval (Operational Work) shall be **two (2) years** starting the day the approval is granted or takes effect. In accordance with Section 85(1)(c) of the *Planning Act 2016* (PA), the development approval for Operational Work lapses if the development does not substantially start within the abovementioned **relevant period**.

An applicant may request Council to extend the **relevant period** provided that such request is made in accordance with Section 86 of PA and before the development approval lapses under Section 85 of the PA.

- (e) Council is to be indemnified against any claims arising from works carried out by the applicant on Council's property.
- (f) The relevant Planning Scheme for this Development Permit is the South Burnett Regional Council Planning Scheme 2017. All references to the Planning Scheme and Schedules within these conditions refer to the above Planning Scheme.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No implication can be identified.

**LINK TO CORPORATE/OPERATIONAL PLAN**

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

Delegated Authority



Date: 12/5/2021

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Refer to CONSULTATION in this report.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No implication identified.

**POLICY/LOCAL LAW/DELEGATION IMPLICATIONS**

No implication can be identified.

**ASSET MANAGEMENT IMPLICATIONS**

No implication can be identified.

Delegated Authority *[Signature]*

Date: 21/5/2021

PROPOSAL PLANS

PROPOSED UNIT DEVELOPMENT - LOT 8 (29) KNIGHT STREET

GENERAL LAYOUT PLAN  
Sheet 1/206 (of 1)

Allen Kenneth CHRISTENSEN  
RPEC 0237  
*[Signature]*  
Date 24.7.20  
Purpose I.R.

LOCALITY PLAN

SHEET NUMBER	DRAWING NAME
0-100	GENERAL LAYOUT PLAN
1-100	GENERAL NOTES
2-100	MARKET VALUE PLAN 1/2020
3-100	PROPOSED UNIT DEVELOPMENT PLAN 1/2020
4-100	PROPOSED UNIT DEVELOPMENT PLAN 2/2020
5-100	PROPOSED UNIT DEVELOPMENT PLAN 3/2020
6-100	PROPOSED UNIT DEVELOPMENT PLAN 4/2020
7-100	PROPOSED UNIT DEVELOPMENT PLAN 5/2020
8-100	PROPOSED UNIT DEVELOPMENT PLAN 6/2020
9-100	PROPOSED UNIT DEVELOPMENT PLAN 7/2020
10-100	PROPOSED UNIT DEVELOPMENT PLAN 8/2020
11-100	PROPOSED UNIT DEVELOPMENT PLAN 9/2020
12-100	PROPOSED UNIT DEVELOPMENT PLAN 10/2020
13-100	PROPOSED UNIT DEVELOPMENT PLAN 11/2020
14-100	PROPOSED UNIT DEVELOPMENT PLAN 12/2020
15-100	PROPOSED UNIT DEVELOPMENT PLAN 13/2020
16-100	PROPOSED UNIT DEVELOPMENT PLAN 14/2020
17-100	PROPOSED UNIT DEVELOPMENT PLAN 15/2020
18-100	PROPOSED UNIT DEVELOPMENT PLAN 16/2020
19-100	PROPOSED UNIT DEVELOPMENT PLAN 17/2020
20-100	PROPOSED UNIT DEVELOPMENT PLAN 18/2020
21-100	PROPOSED UNIT DEVELOPMENT PLAN 19/2020
22-100	PROPOSED UNIT DEVELOPMENT PLAN 20/2020
23-100	PROPOSED UNIT DEVELOPMENT PLAN 21/2020
24-100	PROPOSED UNIT DEVELOPMENT PLAN 22/2020
25-100	PROPOSED UNIT DEVELOPMENT PLAN 23/2020
26-100	PROPOSED UNIT DEVELOPMENT PLAN 24/2020
27-100	PROPOSED UNIT DEVELOPMENT PLAN 25/2020
28-100	PROPOSED UNIT DEVELOPMENT PLAN 26/2020
29-100	PROPOSED UNIT DEVELOPMENT PLAN 27/2020
30-100	PROPOSED UNIT DEVELOPMENT PLAN 28/2020
31-100	PROPOSED UNIT DEVELOPMENT PLAN 29/2020
32-100	PROPOSED UNIT DEVELOPMENT PLAN 30/2020
33-100	PROPOSED UNIT DEVELOPMENT PLAN 31/2020
34-100	PROPOSED UNIT DEVELOPMENT PLAN 32/2020
35-100	PROPOSED UNIT DEVELOPMENT PLAN 33/2020
36-100	PROPOSED UNIT DEVELOPMENT PLAN 34/2020
37-100	PROPOSED UNIT DEVELOPMENT PLAN 35/2020
38-100	PROPOSED UNIT DEVELOPMENT PLAN 36/2020
39-100	PROPOSED UNIT DEVELOPMENT PLAN 37/2020
40-100	PROPOSED UNIT DEVELOPMENT PLAN 38/2020
41-100	PROPOSED UNIT DEVELOPMENT PLAN 39/2020
42-100	PROPOSED UNIT DEVELOPMENT PLAN 40/2020
43-100	PROPOSED UNIT DEVELOPMENT PLAN 41/2020
44-100	PROPOSED UNIT DEVELOPMENT PLAN 42/2020
45-100	PROPOSED UNIT DEVELOPMENT PLAN 43/2020
46-100	PROPOSED UNIT DEVELOPMENT PLAN 44/2020
47-100	PROPOSED UNIT DEVELOPMENT PLAN 45/2020
48-100	PROPOSED UNIT DEVELOPMENT PLAN 46/2020
49-100	PROPOSED UNIT DEVELOPMENT PLAN 47/2020
50-100	PROPOSED UNIT DEVELOPMENT PLAN 48/2020
51-100	PROPOSED UNIT DEVELOPMENT PLAN 49/2020
52-100	PROPOSED UNIT DEVELOPMENT PLAN 50/2020
53-100	PROPOSED UNIT DEVELOPMENT PLAN 51/2020
54-100	PROPOSED UNIT DEVELOPMENT PLAN 52/2020
55-100	PROPOSED UNIT DEVELOPMENT PLAN 53/2020
56-100	PROPOSED UNIT DEVELOPMENT PLAN 54/2020
57-100	PROPOSED UNIT DEVELOPMENT PLAN 55/2020
58-100	PROPOSED UNIT DEVELOPMENT PLAN 56/2020
59-100	PROPOSED UNIT DEVELOPMENT PLAN 57/2020
60-100	PROPOSED UNIT DEVELOPMENT PLAN 58/2020
61-100	PROPOSED UNIT DEVELOPMENT PLAN 59/2020
62-100	PROPOSED UNIT DEVELOPMENT PLAN 60/2020
63-100	PROPOSED UNIT DEVELOPMENT PLAN 61/2020
64-100	PROPOSED UNIT DEVELOPMENT PLAN 62/2020
65-100	PROPOSED UNIT DEVELOPMENT PLAN 63/2020
66-100	PROPOSED UNIT DEVELOPMENT PLAN 64/2020
67-100	PROPOSED UNIT DEVELOPMENT PLAN 65/2020
68-100	PROPOSED UNIT DEVELOPMENT PLAN 66/2020
69-100	PROPOSED UNIT DEVELOPMENT PLAN 67/2020
70-100	PROPOSED UNIT DEVELOPMENT PLAN 68/2020
71-100	PROPOSED UNIT DEVELOPMENT PLAN 69/2020
72-100	PROPOSED UNIT DEVELOPMENT PLAN 70/2020
73-100	PROPOSED UNIT DEVELOPMENT PLAN 71/2020
74-100	PROPOSED UNIT DEVELOPMENT PLAN 72/2020
75-100	PROPOSED UNIT DEVELOPMENT PLAN 73/2020
76-100	PROPOSED UNIT DEVELOPMENT PLAN 74/2020
77-100	PROPOSED UNIT DEVELOPMENT PLAN 75/2020
78-100	PROPOSED UNIT DEVELOPMENT PLAN 76/2020
79-100	PROPOSED UNIT DEVELOPMENT PLAN 77/2020
80-100	PROPOSED UNIT DEVELOPMENT PLAN 78/2020
81-100	PROPOSED UNIT DEVELOPMENT PLAN 79/2020
82-100	PROPOSED UNIT DEVELOPMENT PLAN 80/2020
83-100	PROPOSED UNIT DEVELOPMENT PLAN 81/2020
84-100	PROPOSED UNIT DEVELOPMENT PLAN 82/2020
85-100	PROPOSED UNIT DEVELOPMENT PLAN 83/2020
86-100	PROPOSED UNIT DEVELOPMENT PLAN 84/2020
87-100	PROPOSED UNIT DEVELOPMENT PLAN 85/2020
88-100	PROPOSED UNIT DEVELOPMENT PLAN 86/2020
89-100	PROPOSED UNIT DEVELOPMENT PLAN 87/2020
90-100	PROPOSED UNIT DEVELOPMENT PLAN 88/2020
91-100	PROPOSED UNIT DEVELOPMENT PLAN 89/2020
92-100	PROPOSED UNIT DEVELOPMENT PLAN 90/2020
93-100	PROPOSED UNIT DEVELOPMENT PLAN 91/2020
94-100	PROPOSED UNIT DEVELOPMENT PLAN 92/2020
95-100	PROPOSED UNIT DEVELOPMENT PLAN 93/2020
96-100	PROPOSED UNIT DEVELOPMENT PLAN 94/2020
97-100	PROPOSED UNIT DEVELOPMENT PLAN 95/2020
98-100	PROPOSED UNIT DEVELOPMENT PLAN 96/2020
99-100	PROPOSED UNIT DEVELOPMENT PLAN 97/2020
100-100	PROPOSED UNIT DEVELOPMENT PLAN 98/2020

<b>ENGINEERS AND PROJECT MANAGERS</b>	DAVIDSON HOMES (MCCGRATH) 140 HALY STREET KINGAROO QLD 4610	PROPOSED UNIT DEVELOPMENT LOT 8 (29) KNIGHT STREET KINGAROO	RPEC 0237 N/A 5-191
---------------------------------------	---	---	---------------------------





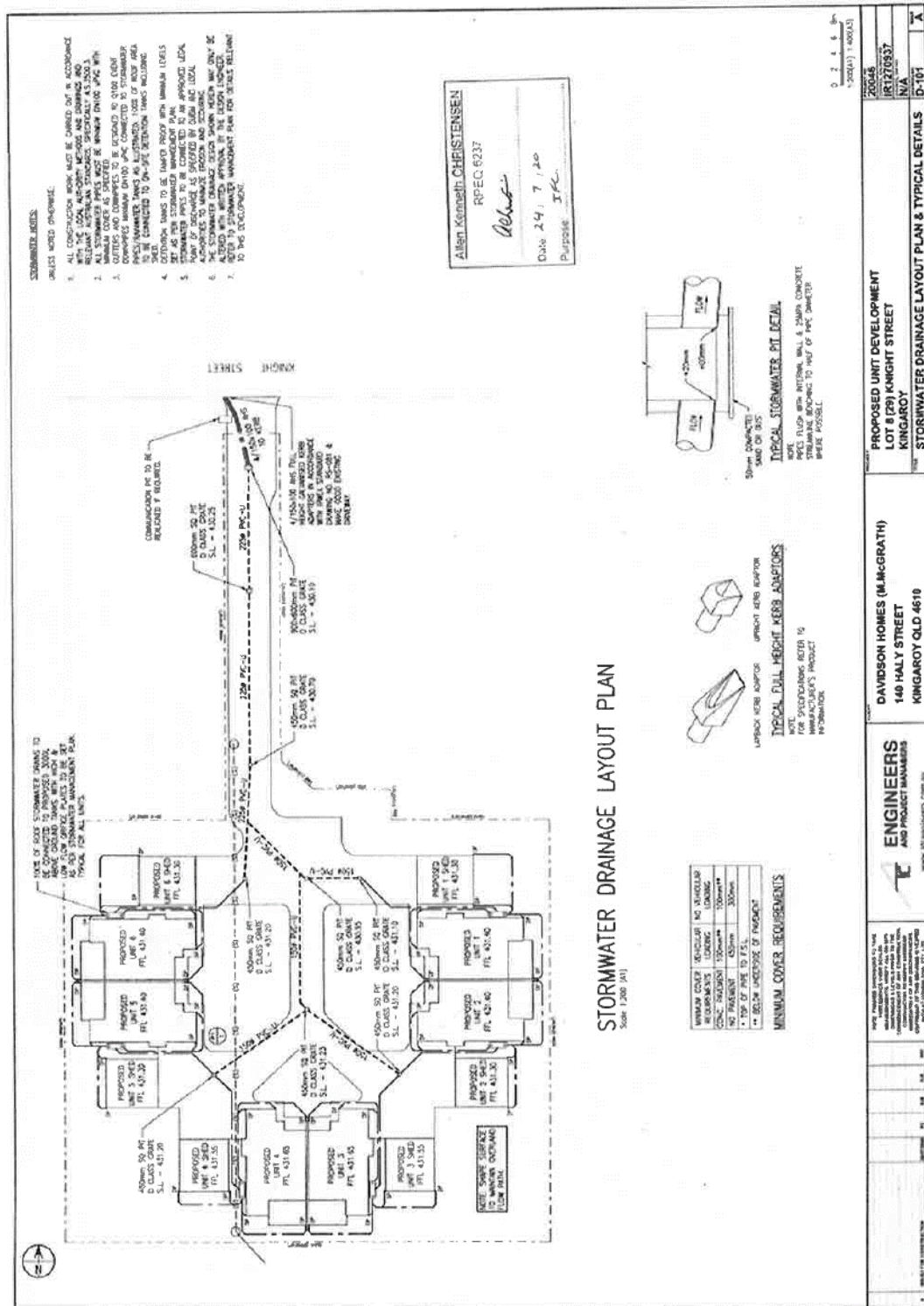




Delegated Authority

*Handwritten mark*

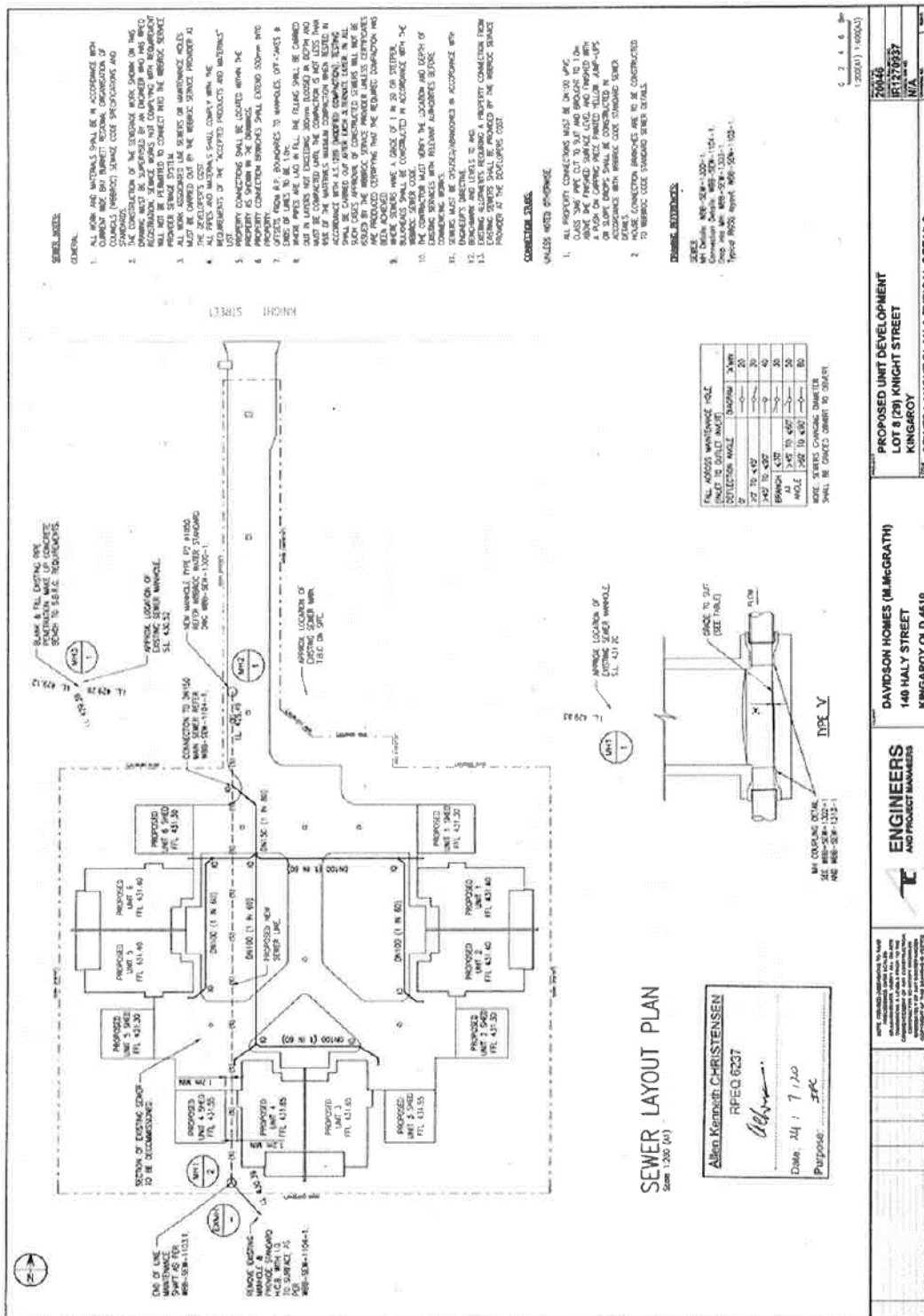
Date: 12/5/2021





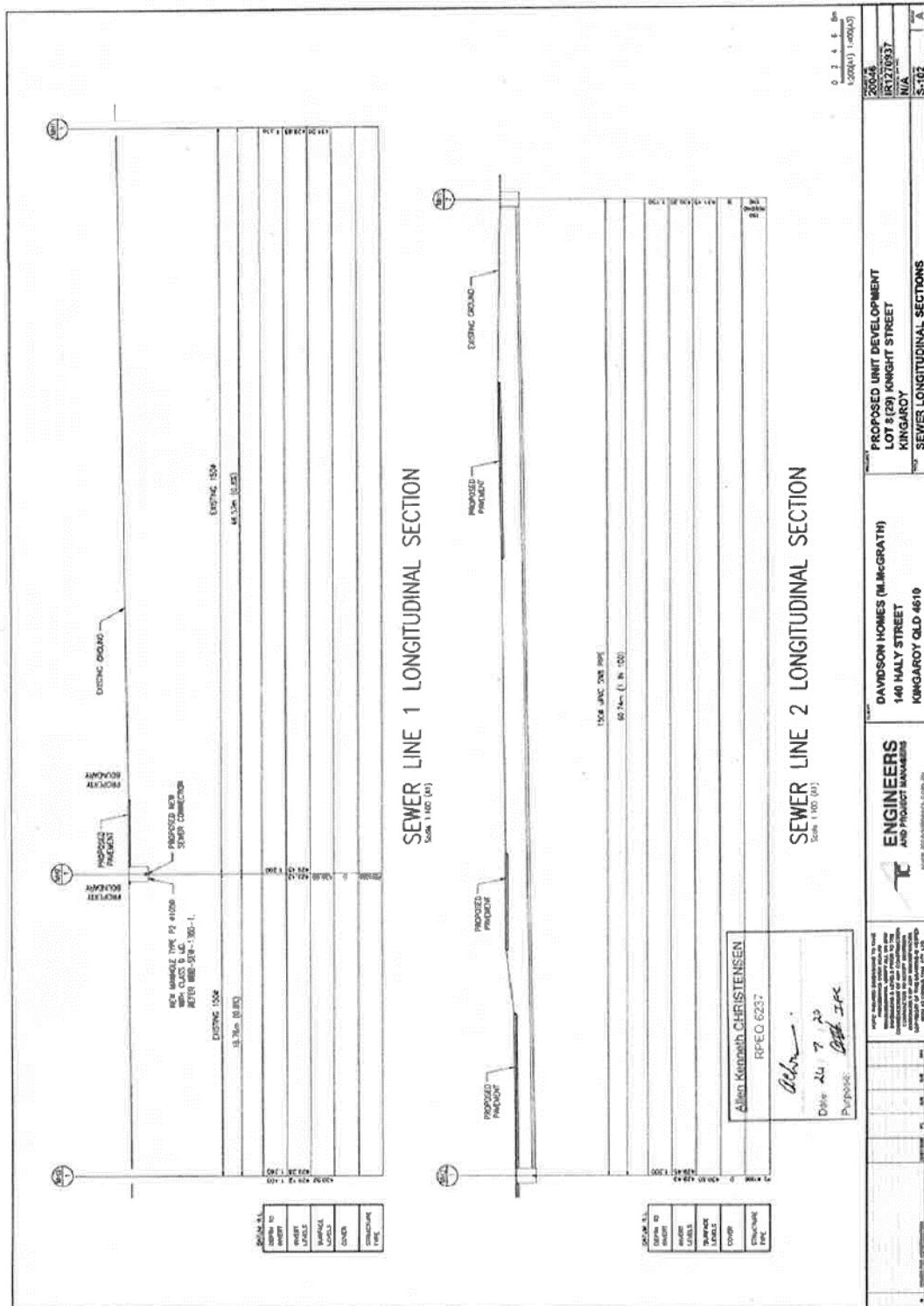
Delegated Authority

Date: 12/5/2021



Delegated Authority *A*

Date: 12/5/2021









Delegated Authority



Date: 12/5/2021

**REPORT**

The applicant seeks approval for Operational Work – Stormwater, Water Supply, Access, Sewer, and Carparking for construction of multiple dwellings at 29A Knight St, Kingaroy – Lot 8 SP249635 – OPW21/0002.

<b>APPLICATION SUMMARY</b>	
<b>Applicant:</b>	Davison Homes C/- ATC Engineers
<b>Proposal:</b>	Operational Work
<b>Properly Made Date:</b>	22 April 2021
<b>Street Address:</b>	29A Knight Street, Kingaroy
<b>RP Description:</b>	8SP249635
<b>Assessment Type:</b>	Code
<b>Number of Submissions:</b>	N/A
<b>State Referral Agencies:</b>	N/A
<b>Referred Internal Specialists:</b>	Infrastructure Department

**SITE DETAILS:**

<b>SITE AND LOCALITY DESCRIPTION</b>		
<b>Land Area:</b>	3.569 Ha	
<b>Existing Use of Land:</b>	Vacant	
<b>Road Frontage:</b>	Knight St (D'Aguilar Highway)	
<b>Easements</b>	Access Easement	
<b>Significant Site Features:</b>	None identified	
<b>Topography:</b>	Slight fall from south to north	
<b>Surrounding Land Uses:</b>	<b>Land Use</b>	<b>Zone/Precinct</b>
<b>North</b>	Residential	
<b>South</b>	Residential	
<b>East</b>	Residential	
<b>West</b>	Residential	
<b>Services:</b>	Water, Sewer, Power, Stormwater available	

**Background / Site History**


<b>APPLICATION NO.</b>	<b>DECISION AND DATE</b>
MCU20/0008	Approved - 15 June 2020

**ASSESSMENT:****Framework for Assessment**Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- The *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Delegated Authority 

Date: 12/5/2021

**Assessment Benchmarks Pertaining to the Planning Regulation 2017**

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

<b>PLANNING REGULATION 2017 DETAILS</b>	
<b>Assessment Benchmarks:</b>	Nil.
<b>WBB Regional Plan Designation:</b>	N/A

**Assessment Benchmarks Pertaining to the Planning Scheme**

The applicable planning scheme for the application is South Burnett Regional Council Version 1.3. The following sections relate to the provisions of the Planning Scheme.

<b>Planning Scheme:</b>	South Burnett Regional Council Planning Scheme Version 1.3
<b>Strategic Framework Land Use Category:</b>	N/A – refer MCUC20/0008
<b>Zone:</b>	N/A – refer MCUC20/0008
<b>Precinct:</b>	N/A – refer MCUC20/0008
<b>Consistent/Inconsistent Use:</b>	N/A – refer MCUC20/0008
<b>Assessment Benchmarks:</b>	N/A – refer MCUC20/0008

**Assessment Benchmarks – Planning Scheme Codes**

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each. The pertinent issues arising out of assessment against the codes are discussed below:

<b>Performance outcomes</b>	<b>Acceptable outcomes</b>
<b>General</b>	
<b>PO1</b> The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.	<b>AO1.1</b> A stormwater quality management plan provides for achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.
<b>PO2</b> Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.	<b>AO2.1</b> A wastewater management plan prepared by a suitably qualified person and addresses : (a) wastewater type; (b) climatic conditions; (c) water quality objectives; (d) best-practice environmental management;  and <b>AO2.2</b> Wastewater is managed in accordance with a waste management hierarchy that: (a) avoids wastewater discharge to waterways; or (b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.
<b>PO3</b> Construction activities avoid or minimise adverse impacts on stormwater quality.	<b>AO3.1</b> An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.




Delegated Authority

Date: 12/5/2021

Performance outcomes	Acceptable outcomes
<p><b>PO4</b> Operational activities avoid or minimise changes to waterway hydrology from adverse impacts of altered stormwater quality and flow.</p>	<p><b>AO4.1</b> Development incorporates stormwater flow control measures to achieve the design objectives for the post-construction phase in Table 9.4.4.</p>
<ul style="list-style-type: none"> <li>Stormwater detention implemented per Stormwater Management Report</li> <li>Wastewater discharge to Council network.</li> </ul>	
Infrastructure	
<p><b>PO5</b> Development is provided with infrastructure which:</p> <ul style="list-style-type: none"> <li>(a) conforms with industry standards for quality;</li> <li>(b) is reliable and service failures are minimised; and</li> <li>(c) is functional and readily augmented.</li> </ul>	<p><b>AO5.1</b> Except in the Rural zone, all development occurs on a site with frontage to a sealed road.</p> <p>and</p> <p><b>AO5.2</b> Infrastructure is designed and constructed in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>
<ul style="list-style-type: none"> <li>All services provided to the existing site, designed by RPEQ.</li> </ul>	
Vehicle parking	
<p><b>PO6</b> Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.</p>	<p><b>AO6.1</b> Vehicle parking spaces are provided on-site in accordance with Table 9.4.5.</p> <p>and</p> <p><b>AO6.2</b> A service bay is provided on-site for the service vehicle nominated in Table 9.4.5.</p> <p>and</p> <p><b>AO6.3</b> Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards.</p> <p>and</p> <p><b>AO6.4</b> Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>
<ul style="list-style-type: none"> <li>Adequate car parking provided</li> </ul>	
Landscaping	
<p><b>PO7</b> Landscaping is appropriate to the setting and enhances local character and amenity.</p>	<p><b>AO7.1</b> Landscaping is provided in accordance with the relevant zone code provisions.</p> <p>and</p> <p><b>AO7.2</b> Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m<sup>2</sup> and is unsealed and permeable.</p> <p>and</p> <p><b>AO7.3</b> Plantings along frontages or boundaries are in the form of defined gardens with three tier planting comprised of groundcovers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system, mulching and border barriers.</p>
<p><b>PO8</b> Plant species avoid adverse impacts on the natural and built environment, infrastructure and the safety of road networks.</p>	<p><b>AO8.1</b> Landscaping utilises plant species that are appropriate for the location and intended purpose of the landscaping.</p> <p>and</p> <p><b>AO8.2</b> Species selection avoids non-invasive plants.</p> <p>Editor's Note. Guidance on plant selection is provided in Branching Out - Your Handy Guide to tree Planting in the South Burnett available from Council.</p>
<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	



Delegated Authority 

Date: 12/5/2021

Performance outcomes	Acceptable outcomes
<b>Filling and excavation</b>	
<p><b>PO9</b> Development results in ground levels that retain:</p> <ul style="list-style-type: none"> <li>(a) access to natural light;</li> <li>(b) aesthetic amenity;</li> <li>(c) privacy; and</li> <li>(d) safety.</li> </ul>	<p><b>AO9.1</b> The depth of:</p> <ul style="list-style-type: none"> <li>(a) fill is less than 2m above ground level; or</li> <li>(b) excavation is less than 2m below ground level.</li> </ul> <p>and</p> <p><b>AO9.2</b> The toe of the fill, or top of the excavation is not less than 0.5m inside the site property boundary.</p> <p>and</p> <p><b>AO9.3</b> Works do not occur on slopes over 15% in grade.</p> <p>and</p> <p><b>AO9.4</b> Retaining walls over 1m in height are terraced 1.5m for every 1m in height and landscaped.</p> <p>and</p> <p><b>AO9.5</b> Batter slopes are not steeper than 25% and are grassed and terraced 1.5m for every 1m in height.</p> <p>and</p> <p><b>AO9.6</b> Filling or excavation for the purpose or retention of water:</p> <ul style="list-style-type: none"> <li>(a) is certified by an RPEQ engineer to safely withstand the hydraulic loading;</li> <li>(b) directs overflow such that no scour damage or nuisance occurs on adjoining lots.</li> </ul>
<p><b>PO10</b> Filling or excavation does not cause damage to public utilities.</p>	<p><b>AO10.1</b> Filling or excavation does not occur within 2m horizontally of any part of an underground water supply, sewerage, stormwater, electricity or telecommunications system.</p>
<p><b>PO11</b> Filling and excavation avoids water ponding on the premises or nearby premises that will adversely impact on the health of the community.</p>	<p><b>AO11.1</b> Following filling or excavation:</p> <ul style="list-style-type: none"> <li>(a) the premises:                             <ul style="list-style-type: none"> <li>(i) are self-draining; and,</li> <li>(ii) has a minimum slope of 0.25%; and,</li> </ul> </li> <li>(b) surface water flow is:                             <ul style="list-style-type: none"> <li>(i) directed away from neighbouring properties; or</li> <li>(ii) discharged into a stormwater drainage system designed and constructed in accordance with AS3500 section 3.2.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• No significant excavation or filling.</li> </ul>	
<b>All operational work subject to an overlay</b>	
<b>Biodiversity overlay</b>	
<p><b>PO12</b> Development avoids, minimises or mitigates adverse impacts on areas of environmental significance.</p>	<p><b>AO12.1</b> Uses and associated works are confined to areas not identified on Overlay Map 05.</p> <p>or</p> <p><b>AO12.2</b> Development is compatible with the environmental values of the area.</p> <p>or</p> <p><b>AO12.3</b> Where development within an area identified on Overlay Map 05 is unavoidable, measures recommended by a</p>

Delegated Authority



Date: 12/5/2021

Performance outcomes	Acceptable outcomes
	suitably qualified ecologist are incorporated to protect and retain the environmental values and underlying ecosystem processes within or adjacent to the development site to the greatest extent practical.
<b>PO13</b> Biodiversity values of identified areas of environmental significance are protected from the impacts of development	<b>AO13.1</b> Development adjacent to Protected Areas identified on Overlay Map 05 is set back a minimum of 100m from the park boundaries in the absence of any current 'Management Plans' for these areas.
<b>PO14</b> There are no significant adverse effects on water quality, ecological and biodiversity values.	<b>AO14.1</b> Uses and associated works are confined to areas outside overland flow paths and natural drainage features. and <b>AO14.2</b> The Waterway Corridors identified on Overlay Map 05 are maintained in a natural state.
<ul style="list-style-type: none"> <li>• <i>Not Applicable</i></li> </ul>	
Flood hazard overlay	
<b>PO15</b> Development directly, indirectly and cumulatively avoids any significant increase in water flow, velocity or flood level, and does not increase the potential for flood damage either on site or other properties.	<b>AO15.1</b> Works associated with the proposed development do not: <ul style="list-style-type: none"> <li>(a) involve a net increase in filling greater than 50m<sup>3</sup> in the area identified on Overlay Map 03;</li> <li>(b) result in any reductions of on-site flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or</li> <li>(c) change flood characteristics outside the site in ways that result in:                             <ul style="list-style-type: none"> <li>(i) loss of flood storage;</li> <li>(ii) loss of/changes to flow paths;</li> <li>(iii) acceleration or retardation of flows; or</li> <li>(iv) any reduction in flood warning times.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <i>Not Applicable</i></li> </ul>	
Regional infrastructure overlay	
<b>PO16</b> Earthworks do not restrict access to and along major electricity infrastructure corridors by the electricity providers, using their normal vehicles and equipment.	<b>AO16.1</b> Earthworks do not alter levels along the boundaries of existing easements by more than 300mm and do not result in increased inundation of electricity infrastructure.
<b>PO17</b> There is no worsening of drainage or erosion conditions affecting the bulk supply and linear infrastructure.	No outcome specified.
<ul style="list-style-type: none"> <li>• <i>Site is not near any existing easements</i></li> </ul>	

Delegated Authority

*A*

Date: 12/5/2021

Performance outcomes	Acceptable outcomes
<b>Water catchments overlay</b>	
<p><b>PO18</b> There are no significant adverse effects on the water quality of the Region's drinking water supply.</p>	<p><b>AO18.1</b> Development within the Bjelke-Petersen Dam Water Resource Catchment Area and the 800m buffer to Boondooma and Gordonbrook Dams shown on Overlay Map 06 has no significant adverse effect on the quantity and availability of raw water for consumption, as determined by a suitably qualified water quality expert.</p> <p>or</p> <p><b>AO18.2</b> Development within the Cooyar Creek water supply buffer area shown on Overlay Map 06 complies with the specific outcomes and measures of the <i>Seqwater Development Guidelines: Development Guidelines for Water Quality Management in Drinking Water Catchments 2012</i>.</p>
<ul style="list-style-type: none"> <li>• Site is not within a water supply catchment</li> </ul>	

**Locality Plan**



Figure 1 - Aerial Image (Source: Qld Globe)



Delegated Authority

Date: 12/5/2021

**Aerial Plan**



Figure 2 - Locality Plan (Source: IntraMaps)

Delegated Authority



Date: 12/5/2021

**CONSULTATION:****Referral Agencies**

Not Applicable

**CONCLUSION:**

The proposed development has been assessed against the requirements of the South Burnett Regional Council Planning Scheme 2017. It is considered that the proposed development generally complies with the requirements of the Planning Scheme and as such, the applicant should be provided with a Development Permit. The Development Permit should contain the conditions detailed in the Officer's Recommendation in order to ensure that the proposal complies with the South Burnett Regional Council Planning Scheme 2017.

Delegated Authority



Date: 12/5/2021

**ATTACHMENTS**

**Nil**



**18 CONFIDENTIAL SECTION**

---

**OFFICER'S RECOMMENDATION**

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 South Burnett Community Hospital Foundation Limited**

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.

**19 CLOSURE OF MEETING**