



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Infrastructure Standing Committee Meeting Wednesday, 6 October 2021

**I hereby give notice that a Meeting of the Infrastructure Standing
Committee will be held on:**

Date: Wednesday, 6 October 2021

Time: 8.00am

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

**Mark Pitt PSM
Chief Executive Officer**

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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.

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE INFRASTRUCTURE STANDING COMMITTEE MEETING HELD ON 1 SEPTEMBER 2021

File Number: 06/10/2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Infrastructure Standing Committee Meeting held on 1 September 2021 be received.

ATTACHMENTS

- 1. Minutes of the Infrastructure Standing Committee Meeting held on 1 September 2021**



MINUTES

Infrastructure Standing Committee Meeting

Wednesday, 1 September 2021

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
INFRASTRUCTURE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 1 SEPTEMBER 2021 AT 9.03AM**

PRESENT:**Councillors:**

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

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Peter O'May (General Manager Community), Ged Brennan (Acting General Manager Infrastructure), Aaron Meehan (KTP Project Manager), Kevin Searle (Manager Works), James D'Arcy (Manager Infrastructure Planning), Steve Carroll (Engineer Water & Wastewater), Adam Branch (Program Coordinator Water & Wastewater), Kristy Champney (Personal Assistant Infrastructure), Lynelle Paterson (Executive Assistant)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2021/28

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That the apology received from Cr Henschen and Cr Potter be accepted and leave of absence granted.

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

Against: Nil

CARRIED 5/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

4 DECLARATION OF INTEREST

I, Mayor Brett Otto inform this meeting that I have a declarable conflict of interest in relation to **Item 6.6 - 2025/2026 Regional Roads and Transport Group (RRTG) Funding Nominations**. The nature of my interest is as follows:

This declarable conflict of interest arises because I have accounting clients who live on Mt Binga Road.

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE INFRASTRUCTURE STANDING COMMITTEE MEETING HELD ON 11 AUGUST 2021

COMMITTEE RESOLUTION 2021/29

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That the Minutes of the Infrastructure Standing Committee Meeting held on 11 August 2021 be received.

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

Against: Nil

CARRIED 5/0

6 PORTFOLIO – ROADS & DRAINAGE

6.1 ROADS AND DRAINAGE PORTFOLIO REPORT

COMMITTEE RESOLUTION 2021/30

Moved: Cr Gavin Jones

Seconded: Cr Roz Frohloff

That Councillor Jones's Road and Drainage Portfolio Report to Council be received for information.

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

Against: Nil

CARRIED 5/0

6.1.1 QUESTION ON NOTICE - HEAVY VEHICLE MOVEMENTS AROUND KINGAROY

Question on Notice from Cr Schumacher:

Has there been more discussions with stakeholders in relation to the heavy vehicle movements around Kingaroy?

6.2 KINGAROY TRANSFORMATION PROJECT UPDATE

COMMITTEE RESOLUTION 2021/31

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That Council note the attached Kingaroy Transformation Project Update report for information.

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

Against: Nil

CARRIED 5/0

6.2.1 QUESTION ON NOTICE - SILKY OAK TREES

Cr Jones raised concerns regarding the planting of silky oak trees through the Kingaroy CBD. KTP Project Manager to circulate the Landscape Architect's Fact Sheet on silky oak trees (*Grevillea Robusta*). KTP Project Manager to investigate if the Landscape Architect can address the October Meeting. The planting of the Silky Oak tree in the roundabout to be put on hold.

Attendance:

At 9:48 am, General Manager Peter O'May left the meeting

At 9:49 am, KTP Project Manager Aaron Meehan left the meeting

At 9:51 am, General Manager Peter O'May returned to the meeting

6.3 REQUEST TO RENAME QUIET GLEN ROAD BOONDOOMA TO SEILER LANE BOONDOOMA

COMMITTEE RESOLUTION 2021/32

Moved: Cr Gavin Jones

Seconded: Cr Roz Frohloff

That the Committee notes this report regarding the history of Quiet Glen Road, Boondooma and that the request to rename the road to Seiler Lane considered at the October Standing Committee.

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

Against: Nil

CARRIED 5/0

6.4 KUMBIA CBD STREETScape COMMUNITY CONSULTATION

COMMITTEE RESOLUTION 2021/33

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That the Committee notes the design material and commencement of public consultation on the Kumbia CBD Streetscape with the Kumbia Community.

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

Against: Nil

CARRIED 5/0

Attendance:

At 9:53 am, Manager Works Kevin Searle left the meeting

At 9:53 am, Manager Works Kevin Searle returned to the meeting

6.4.1 KUMBIA CBD STREETScape

COMMITTEE RESOLUTION 2021/34

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That the Kumbia CBD Streetscape project be identified as a priority project within the 2022/23 Capital Works program for completion prior to Christmas 2022.

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

Against: Nil

CARRIED 5/0

6.4.2 FUTURE CAPITAL WORKS - KUMBIA

COMMITTEE RESOLUTION 2021/35

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That a preliminary report be brought back to the October Standing Committee Meeting in relation to future capital works on the establishment of camping ground facilities including dump point at Kumbia and the renewal of the Apex Park at Kumbia.

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

Against: Nil

CARRIED 5/0

6.4.3 QUESTION ON NOTICE - CAMPING FACILITIES AT KUMBIA

Question on notice from Cr Schumacher:

What camping facilities are available at Kumbia at the moment?

6.5 APPLICATION FOR PERMANENT ROAD CLOSURE OF A SECTION OF UN-NAMED ROAD AND A SECTION OF STEINHARDTS ROAD KEYSLAND WHICH ADJOINS LOT 321 ON FY61

COMMITTEE RESOLUTION 2021/36

Moved: Cr Gavin Jones
Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

1. That Council advise the applicant and the Department of Natural Resources and Mines that:
 - (a) It objects to the application for the permanent road closure of a section of un-named road and a section of Steinhardts Road, Keysland which adjoins Lot 321 on FY61 shown as Lot A in Attachment 1. The reasons for this objection are as follows:
-

-
- (i) The long-term usage of the sections of road reserve is unknown. The closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - (ii) The option is available to the applicant to apply for a Permit to Occupy.
- (b) Should the Department of Natural Resources and Mines approve the proposed permanent road closure, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
- (a) Execute, as road manager, form Part C 'Statement in relation to an application under the Land Act 1994 over State land' for the proposed permanent road closure.

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

Against: Nil

CARRIED 5/0

At 10:43 am Cr Brett Otto having informed the meeting of a declarable conflict of interest in Item 6.6 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

The Deputy Mayor assumed the chair.

6.6 2025/2026 REGIONAL ROADS AND TRANSPORT GROUP (RRTG) FUNDING NOMINATIONS

COMMITTEE RESOLUTION 2021/37

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the Committee notes for information the nominations of Tingoora Chelmsford Road and Blackbutt Crows Nest Road for the 2025/26 TIDS funding as part of Council's future capital works program.

In Favour: Crs Roz Frohloff, Gavin Jones, Kirstie Schumacher and Kathy Duff

Against: Nil

CARRIED 4/0

6.6.1 LARS ROADS AND HISTORY OF TIDS FUNDING

RESOLVED 2021/38

Register of LARS roads and history of TIDS Funding to be attached to the 2025/2026 Regional Roads and Transport Group (RRTG) Funding Nominations General Meeting Report.

Attendance:

At 10:54 am, Cr Kirstie Schumacher left the meeting.

At 10:54 am, Cr Brett Otto returned to the meeting and resumed the chair.

At 10:57 am, Cr Kirstie Schumacher returned to the meeting.

6.7 CHERBOURG ROAD PLANNED WORKS

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommend to Council:

1. That South Burnett Regional Council provide a commitment to Cherbourg Council that we will continue with the reseal program, repair the potholes and any road defects on Cherbourg Road; and
2. That Council submit a joint ATSI TIDS application with Cherbourg Aboriginal Council to rehabilitate and upgrade Cherbourg Road to a 7m seal on 8m formation where required at chainage 0.0km – 1.812km.
3. Council engages with Cherbourg Aboriginal Shire Council in relation to a coordinated approach prior to the September Ordinary Meeting.

The motion was withdrawn.

MOTION

Moved: Cr Kathy Duff

That the matter lay on the table until the September Ordinary meeting

The motion lapsed for want of a seconder.

COMMITTEE RESOLUTION 2021/39

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

1. That Council proceed with reseal works on Cherbourg Road between chainage 0.0km – 2.149km in accordance with the bitumen reseal program prior to Christmas; and
2. That Council submit a joint ATSI TIDS application with Cherbourg Aboriginal Council to rehabilitate and upgrade Cherbourg Road to a 7m seal on 8m formation where required at chainage 0.0km – 1.812km.
3. Council engages with Cherbourg Aboriginal Shire Council in relation to a coordinated approach and joint advocacy.

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

Against: Nil

CARRIED 5/0

6.7.1 QUESTION ON NOTICE - CHERBOURG ROAD

Question on notice from Cr Schumacher:

When was the last time Council did significant maintenance to Cherbourg Road?

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2021/40

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 5/0

RESUME MEETING

COMMITTEE RECOMMENDATION

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That the meeting resume at 11.52am

7 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT**7.1 POSSIBLE SILAGE OPTIONS FOR COUNCIL'S IRRIGATION AREA**

COMMITTEE RESOLUTION 2021/41

Moved: Cr Roz Frohloff
Seconded: Cr Gavin Jones

That the Committee notes the report and continues to utilise the irrigation area for pasture type crops.

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

Against: Nil

CARRIED 5/0

8 PORTFOLIO - LDMG, WATER & WASTEWATER**8.1 LOCAL DISASTER MANAGEMENT, WATER AND WASTEWATER PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2021/42

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That Councillor Frohloff's Local Disaster Management, Water and Wastewater Portfolio report to Council be received for information.

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

Against: Nil

CARRIED 5/0**8.2 DECLARED WATER SUPPLY AND SEWERAGE SERVICE AREA REVIEW 2021**

COMMITTEE RESOLUTION 2021/43

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That the committee recommends to Council:

That Council adopt the amended declared water and sewerage service boundary extents for the provision of water supply and sewerage service within the declared service areas.

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

Against: Nil

CARRIED 5/0**9 NOTICES OF MOTION****9.1 NOTICE OF MOTION - OPTIONS TO REFURBISH THE BRICK ENTRANCE WALLS ON THE INTERSECTION OF FISHER STREET AND ADERMANN DRIVE, KINGAROY**

COMMITTEE RESOLUTION 2021/44

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That Council's Infrastructure team work with the Parks and Gardens team to remove the graffiti on the brick entrance walls on the intersection of Fisher Street and Adermann Drive, Kingaroy, and that a report detailing any costs or options for further maintenance within Council's budget be brought back to the October Standing Committee Meeting.

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

Against: Nil

CARRIED 5/0

9.2 NOTICE OF MOTION - KINGAROY ROUNDABOUTS

COMMITTEE RESOLUTION 2021/45

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That Council's Infrastructure team partner with the Parks and Gardens team to undertake a review of the ongoing maintenance needs, current aesthetics and condition of existing residential roundabouts in Kingaroy, and that the following items be brought back to the December Standing Committee Meeting:

- A report with a cost benefit analysis detailing the resources, schedule and costs of the current mowing and maintenance program for these roundabouts versus the approximate costings and reduced maintenance needs should Council replace grassed areas with options such as thick ground cover plantings or concrete.
- A maintenance strategy to repaint, repair and refresh these roundabouts, with consideration for design options and elements that promote the liveability of Kingaroy, and maintain a focus on minimising ongoing maintenance costs.
- Options for how Council may consider these works as a project in upcoming Local Roads and Community Infrastructure or Works for Queensland funding programs or how Council may make provision in its current budget to make a start on the proposed maintenance strategy, with a view to progress these works over the next two years.

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

Against: Nil

CARRIED 5/0

9.3 NOTICE OF MOTION - CARPARKING IN KINGAROY

COMMITTEE RESOLUTION 2021/46

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That in response to the limited parking available for businesses and their customers on Haly Street, between Youngman and William Street, an investigation to convert existing parallel parks to angle parks be undertaken to determine:

- The current number of parallel car parks
- The anticipated number of car parks if angle parking was to be introduced in the street
- A report detailing how Council may safely resolve the current issue of limited parking in Haly Street, between Youngman and William Street, be brought back to the October Standing Committee Meeting.

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

Against: Nil

CARRIED 5/0

FUTURE WORKS – HARRIS ROAD

COMMITTEE RESOLUTION 2021/47

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That a report be brought back to the May 2022 Infrastructure Standing Committee Meeting in relation to future works on Harris Road.

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

Against: Nil

CARRIED 5/0**10 QUESTIONS ON NOTICE****10.1 QUESTIONS ON NOTICE**

COMMITTEE RESOLUTION 2021/48

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

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

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

Against: Nil

CARRIED 5/0**11 CONFIDENTIAL SECTION****12 CLOSURE OF MEETING**

The Meeting closed at 12.54pm.

The minutes of this meeting were confirmed at the Infrastructure Standing Committee Meeting held on 6 October 2021.

.....
CHAIRPERSON

6 PORTFOLIO – ROADS & DRAINAGE

6.1 ROADS AND DRAINAGE PORTFOLIO REPORT

File Number: 06-10-2021

Author: Councillor

Authoriser: Chief Executive Officer

PRECIS

Roads and Drainage Portfolio Report

SUMMARY

Councillor Jones presents his Roads and Drainage Portfolio to Council.

OFFICER'S RECOMMENDATION

That Councillor Jones's Road and Drainage Portfolio Report to Council be received for information.

BACKGROUND

N/A

ATTACHMENTS

1. Road and Drainage Portfolio Report [↓](#) 

ROADS AND DRAINAGE PORTFOLIO REPORT

The following are **Current / Planned Works for October**

As of 20 Sept 2021

Capital Works

Name	Description	Expected Start Date	Expected Completion Date
Blackbutt CBD	Blackbutt CBD Footpath renewal. Procurement evaluation currently underway.	October	February 2022
Elbow Road, Merlwood	Sealed pavement reconstruction.	September	October
Harris Road, Kingaroy	Pavement rehabilitation, currently under design.	September	October
Kingaroy Transformation Project	Kingaroy CBD upgrade.	January 2021	October 2022
Springs Road, Chelmsford	Sealed pavement reconstruction.	October	November
Weckers Road, Wooroolin	Sealed pavement reconstruction.	October	November
Wondai Industrial Estate	Pavement rehabilitation and upgrade.	October	November
Youngman Street, Kingaroy	Renewal and upgrade of road medians. Procurement evaluation underway.	To be advised	To be advised
Bitumen Reseal Preparation	Procurement currently underway. Bitumen reseal preparation works being planned for Cherbourg Road, Cloyna West Road, Cushnie Road, Dangore Mountain Road, Ironpot Road, Reinkes Road.	November	February

Gravel Resheeting

Name	Description	Expected Start Date	Expected Completion Date
Boldery Road, Brooklands	Gravel Resheet	September	October
Hazeldean Road, South Nanango	Shoulder Resheeting	September	September
Majors Road, South Nanango	Shoulder Resheeting	October	October
McNamara Road	Gravel Resheet	October	October
Mundubbera Durong Road, Durong	Shoulder Resheeting	August	September
Wilsons Road, Wattle Grove	Gravel Resheeting	September	September

Patrol Grading

Locality	Description	Expected Start Date	Expected Completion Date
Abbeywood	Farmers Road, Gayndah Abbeywood Road	October	October
Brooklands	Greenslade Road	September	September
Ellesmere	Oaky Creek Back Road	September	September
Goodger	Boonnenne Ellesmere Road, Boonnenne Road, Weeks Road	October	October
Gordonbrook	Smiths Road, Slatterys Road, Holts Road, Pointons Road, Linds Road, Cooleys Road, Carews Road, Findowie Road, Trouts Road	September	October
Inverlaw	Luck Road, Barrons Road North, Luck Road, Hoopers Road, Ten Chain Road, Woodalls Road, Beils Road	September	September
Kingaroy	Hodges Road, Bethany Street, Railway Road, Lankowskis Road, Meiers Road	September	October
Kinleymore	Basin Road, Kilgour Lane	October	October
Maidenwell	Trapp Road, Copper Creek Road	October	October
Memerambi	Lamperds Road, Wenzels Road, Memerambi Cemetery Road, Oil Seeds Road	October	October
Neumgna	Tarong Yarraman Road, Henderson Road, Ryan Reagon Road, Nystrom Duffey Road, Maidenwell Upper Yarraman Road, Rocky Glen Road, Bishops Road, Hobdell Road	September	October
Pimpimbudgee	Tanduringie School Road, Soldier Settlement Road, Connolly Road	October	October
Speedwell	Speedwell School Road, Byanda Road, Foxs Road, Speedwell Road, K Hansens Road, Roberts Road, Howard Road	September	October
Stalworth	Back Creek Road, Reservoir Road	September	October
Wigton	Gayndah Hivesville Road	October	October

Roadside Slashing / Boom Mowing

The recommencement of the slashing program is weather dependant and is currently being planned for October.

Completed Works for Noting – September**Capital Works**

Name	Description
Williams Road, Benarkin	Upgrade from unsealed to sealed standard. Project nearing completion, awaiting line marking.

Gravel Resheeting

Name	Description
Cobbs Hill Road, Sunny Nook	Gravel Resheeting
Haydens Road, Booie	Gravel Resheeting

Patrol Grading

Locality	Description
Benair	Kumbia Minmore Road
Booie	McAuliffes Road
Brooklands	Brooklands Peron Road, Old Station Road, Trace Street
Chelmsford	Coulsens Road, Old Chelmsford Road, Weirs Road
Ellesmere	Oaky Creek Back Road
Fairdale	Bushnell Lane, Springs Road
Gordonbrook	Half Mile Creek Road
Hivesville	Wilson Road
Inverlaw	Inverlaw School Road, Hodges Road, Hoopers Road, Luck Road
Johnstown	Rickertt Road
Kinleymore	Kinleymore School Road, Meyhar Road, Middle Road, Stumckes Road
Kumbia	Kumbia Back Road
Okeden	Parishs Road
Proston	Back Road, Blanchs Road, Moloneys Road, Okeden Byanda Road, The Weir Road
Sandy Ridges	Broadwater Access Road, Gentry Road, Glenmore Road, Prydes Road
South Nanango	Beitzel Road, Bowhunters Road, Kiehne Road East, McGillivray Road, Munt Road, Nanango Neumgna Road, Reeve Road, Rocky Creek Road, Sauer Road, Wallison Road
Speedwell	Mantheys Road
Stalworth	Fitzgerald Road
Taabinga	Julie Street
Wattle Grove	Benair Road, Minmore Road, Wattlegrove Road
Wengenville	Upper Barkers Creek Road
Wondai	Keates Road

Wooroolin	Woods Road
Wyalla	Kings Bridge East Road, Kings Bridge Road, Pleystowe Road, Schumacher Gap Road

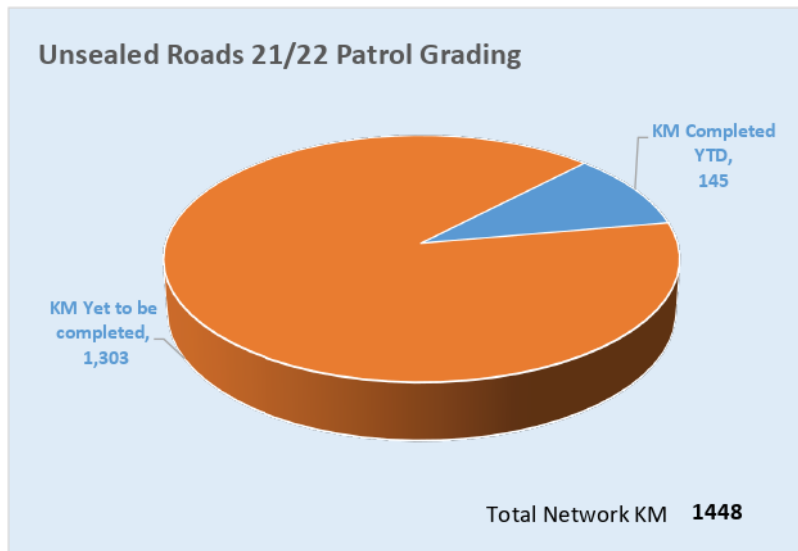
Roadside Slashing

Locality	Description
Abbeywood	Cridlands Road
Boondooma	Manar Road
Brigooda	Rankins Road
Crownthorpe	Blackburns Road, Crownthorpe Road, Nangur Road
Hivesville	Gayndah Hivesville Road
Kinleymore	Basin Road
Murgon	Boat Mountain Road, Braithwaites Road
Okeden	Old Proston Road
Speedwell	Speedwell Road
Stalworth	Back Creek Road, Proston Abbeywood Road, Range Road, Speedwell Abbeywood Road, Stalworth Road
Tablelands	Carters Road, Smiths Road
Abbeywood	Cridlands Road
Boondooma	Manar Road

Infrastructure Works – Customer Requests YTD

Customer Request Type	Open	Complete	Total received
Airports	3		3
Animals		5	5
Bridges	1	3	4
Building Issues		1	1
Council		5	5
Dams		1	1
Drainage	19	30	49
Footpath	12	27	39
Gate or Grid		1	1
Mowing	2	5	7
Parking	6	8	14
Parks & Gardens	2	3	5
Property Access	3	9	12
Roads	85	350	435
Signage	25	65	90
Street Furniture	1	16	17
Tele-communications	1		1
Toilets		1	1
Trees	8	25	33
Waste		1	1
Weeds	1		1
Other	3	1	4
Total received	172	557	729

Patrol Grading – YTD 21/22 Financial Year



Infrastructure Series – Haydens Road, Booie

Council has recently undertaken gravel resheeting works on Haydens Road, Kingaroy. These works were undertaken as a part of Council's Capital Gravel Resheeting program for 2021/22 financial year.

The project was fully funded through the Federal Government **Roads to Recovery** funding program.

Exceptional feedback has been received extending gratitude to our crews for the standard of works that were undertaken on this road.

Gravel Resheeting is the process of applying a layer of gravel (usually about 150mm) to a section of unsealed road. The steps in **gravel resheeting** are tyning (loosening the existing surface), spreading the new gravel and compaction. The reason that we gravel resheet is to ensure the road holds its shape and extend the life of the road.

Before and after photos of Haydens Road, Booie



6.2 KINGAROY TRANSFORMATION PROJECT UPDATE**File Number:** 06-10-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Kingaroy Transformation Project Update

SUMMARY

At March's Infrastructure Standing Committee, it was requested that monthly updates on the Kingaroy Transformation Project be presented to future Infrastructure Standing Committees.

OFFICER'S RECOMMENDATION

That Council note the attached Kingaroy Transformation Project Update report for information.

BACKGROUND

Refer to the attached Kingaroy Transformation Project Update report.

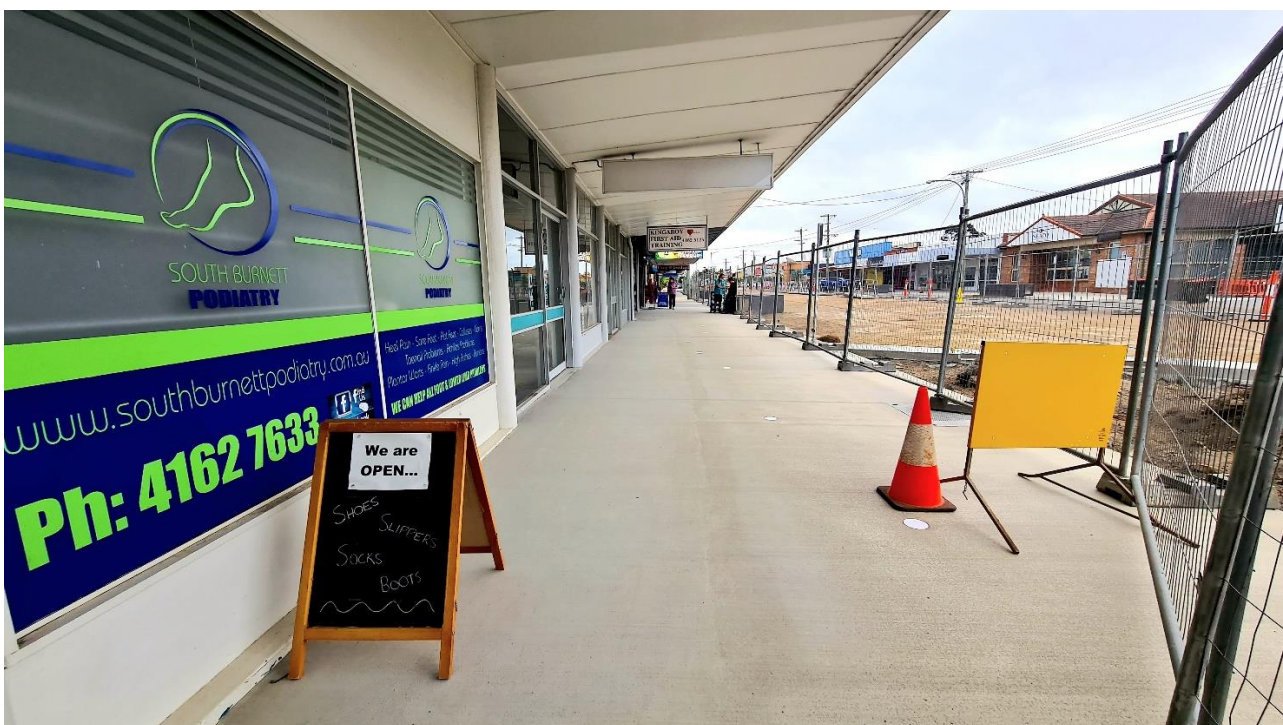
ATTACHMENTS

1. Kingaroy Transformation Project Update [↓](#) 

KINGAROY TRANSFORMATION PROJECT UPDATE

Construction Progress and Budget Update

September has been a very busy month on the Kingaroy Transformation Project with multiple streets open under major civil construction. Our civil and concrete teams completed kerb, service conduits, stormwater, planters in conjunction with footpaths on both sides of the road in Alford Street. Crews in completed works another week ahead of schedule with Alford Street expected to re-open during the last week in September. Construction time during this section was reduced by just over four (4) weeks or a reduction of some 30%. Minor works, landscaping and line marking will continue over the next two weeks with construction of pavement will be undertaken in conjunction with Haly Street in late November.



Landscaping and irrigation systems have also been installed on some completed sections. Council's Parks and Gardens Teams have joined weekly program meetings to ensure coordination of plantings and maintenance. The team continue to take great pride in their work and have recently completed further landscaping and installation of irrigation systems on the Glendon Street intersection gardens. Discussions are currently being held between staff and the landscape works to finalise options for the Silky Oak possible alternatives.



Major works along Haly Street also commenced with demolition, and installation of conduits and stormwater components. Crews are working concurrently on both sides of the road with a single lane open. Crews are undertaking complex works within this section with a number of service conflicts particularly with Telstra, existing stormwater and redundant water mains. Works in this area are expected to continue through until asphalt works in late November. Council's project team, supervisors and Divisional Councillors have worked extensively with businesses in this area to communicate construction methodologies along with understanding critical access requirements.





Special Mention to our WWW Team and Contractors

The Haly Street water main is supplied directly via the Mt Wooroolin reservoir, this main is the trunk main that supplies all the Kingaroy water supply scheme. As part of the KTP project, the old water mains between Youngman and Kingaroy Streets required replacing. This section required two (2) water mains to be decommissioned and the Haly Street pump station reconfigured to remove the old main.

Work started by filling all outer storages on Sunday and continued manually pumping until the first stage of works conducted on Tuesday. Manual pumping was conducted Monday through the night to ensure suitable water supply storages and firefighting capacity. The works started at 4am Tuesday and was completed late Tuesday afternoon. With high strength and accelerant applied to the concrete thrust block to keep the main in position.

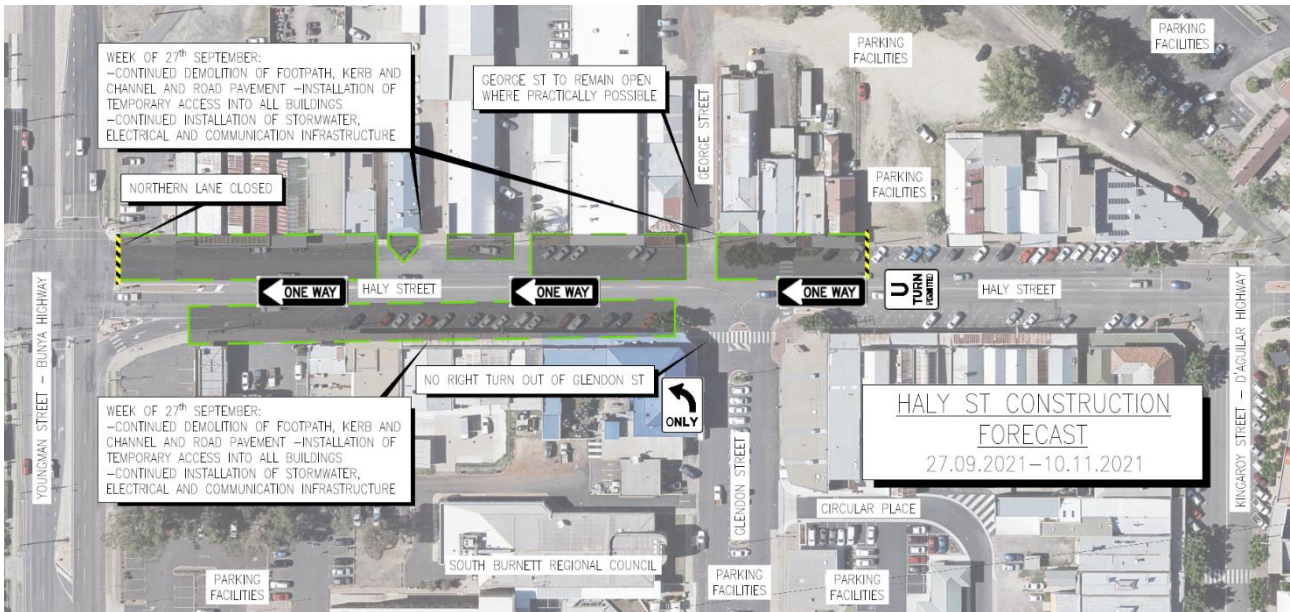
Tuesday night the pump station ran at low speed to minimise network pressure and continued to manually fill outer storages in preparation for the Haly Street water main cut over on Thursday. Again, in preparation all storages filled during the night and cut over started at Midnight on Wednesday and continued through to around 4pm Thursday afternoon until all services were restored to all customers.

Again the pumps ran at lower speed to allow for concrete curing and also slowly purge all air from the network. Monitoring continued through until late Saturday night when the system was restored to full automatic mode with the system at full pressure.

The job was extremely well planned, with spate crews for the Haly Street pump station works and water main works. Crews worked lengthy hours to complete these works without any delay.

We only had one opportunity to get this completed, the 450mm diameter main is the only supply to Kingaroy, failure would have been catastrophic for the community.

Map of Works



Alford Street (Youngman Street – Glendon Street) Construction Progress

Estimated Construction Progress										
% complete	10	20	30	40	50	60	70	80	90	100
Site Establishment & Prelims'										
Provision for Traffic										
Demolition										
Environmental										
Project Support										
Stormwater Drainage										
Kerb and Channel										
Footpaths and Concrete works										
Earthworks										
Water & RW Water Main										
Pavements										
Surfacing & Line Marking										
Street Furniture										
Landscaping (Hard and Soft)										
Signage										
Traffic Signals / CCTV										
Electrical / Comms										
Telstra Pit replacement										
Street Lighting Relocation and Removal										
Feature Lighting										
Street Lighting										
Irrigation										

Alford Street (Glendon Street – Kingaroy Street excluding intersection) Construction Progress

Estimated Construction Progress										
% complete	10	20	30	40	50	60	70	80	90	100
Site Establishment & Prelims'										
Provision for Traffic										
Demolition										
Environmental										
Project Support										
Stormwater Drainage										
Kerb and Channel										
Footpaths and Concrete works										
Earthworks										
Water & RW Water Main										
Pavements										
Surfacing & Line Marking										
Street Furniture										
Landscaping (Hard and Soft)										
Signage										
Traffic Signals / CCTV										
Electrical / Comms										
Telstra Pit replacement										
Street Lighting Relocation and Removal										
Feature Lighting										
Street Lighting										
Irrigation & Planting										

Haly Street (Youngman Street – Kingaroy Street excluding intersection) Construction Progress

Estimated Construction Progress										
% complete	10	20	30	40	50	60	70	80	90	100
Site Establishment & Prelims'										
Provision for Traffic										
Demolition										
Environmental										
Project Support										
Stormwater Drainage										
Kerb and Channel										
Footpaths and Concrete works										
Earthworks										
Water & RW Water Main										
Pavements										
Surfacing & Line Marking										
Street Furniture										
Landscaping (Hard and Soft)										
Signage										
Traffic Signals / CCTV										
Electrical / Comms										

Telstra Pit replacement										
Street Lighting Relocation and Removal										
Feature Lighting										
Street Lighting										
Irrigation & Planting										

Expenditure and Budget Summary

Current stage by stage expenditure to 27 September 2021 actuals and includes current estimated final cost (EFC) and budget is shown in the table below:

Item	1 Haly St - Youngman Glendon	2/3 Haly St - Glendon Kingaroy	4 Glendon inc Shared Zone	5 Kingaroy St - Haly to Alford	6 Alford St - Youngman to Glendon	7/8 Alford St - Glendon to Short	Totals
Expenditure							
Actual Exp	\$ 811.22	\$ 661,418.00	\$ 125,303.00	\$ 211,528.00	\$ 1,886,557.00	\$ 2,598,802.00	5,484,419.22
EFC	\$ 2,167,011.00	\$ 3,689,494.00	\$ 1,145,752.00	\$ 1,951,591.00	\$ 2,132,871.00	\$ 4,024,580.00	\$15,111,299.00
EFC %	100%	100%	100%	100%	105%	100%	
Budget							
Estimate inc O/H	\$ 2,167,011.00	\$ 3,689,494.00	\$ 1,145,752.00	\$ 1,951,591.00	\$ 1,982,871.00	\$ 3,824,580.00	\$14,761,299.00
Conting'y					\$ 150,000.00	\$ 200,000.00	\$ 447,885.00
Total #							\$15,559,184.00

* the above budget now includes DTMR corridor and allocation of \$1.68M. The total Council budget is \$13.94M from shopping centre contribution to footpath access upgrade and gravel re-use. The current Council EFC is \$13.39M with the allocation of the contingency funds expected for contract 6, 7, 8 as these contracts approach completion. Council's increase in costs in Alford Street largely relates to project methodology and efficiency on the early stages and subgrade issues resulting in an increase in asphalt for compaction. Council's engineers have redesigned the remaining pavements for subgrade stabilisation prior to asphalt which significantly reduces risks to pavement asphalt works which will also prevent construction time losses. There has also been changes made to construction methodologies across the project which has been demonstrated in the reduction in the current construction time in Alford Street.



Project Risks and Variations

The team continue to manage project risks and variations as they arise through more efficient programming, engineering, procurement and community consultation. Council's Water and Waste Water team have worked continuously to source parts and undertake works with diligence to prevent risks to the water mains within Haly Street which has now allowed civil crews to construct concurrently on both sides of the road. This method which not only accelerates the project efficiency but also reduces project management, traffic control and reduces risk of weather impacts.

Council's increase in costs in Alford Street largely relates to project methodology and efficiency on the early stages and subgrade issues resulting in an increase in asphalt for compaction. Council's engineers have redesigned the remaining pavements for subgrade stabilisation prior to asphalt which significantly reduces risks to pavement asphalt works which will also prevent construction time losses. There has also been changes made to construction methodologies across the project which has been demonstrated in the reduction in the current construction time in Alford Street.

Access to businesses also continues to be an ongoing challenge for construction teams and the increase in community consultation and engagement has greatly assisted not only business owners but the community in accessing the site areas. Council will continue to seek feedback and engage with businesses to mitigate impacts wherever possible along with continuation of construction update videos to assist the community.



Consultation and Communications Update

The project team continue to work with the Divisional Councillors to consult daily with businesses on both current construction and forward program. The use of regular construction video updates has been successful in communicating the project and businesses continue to receive regular forward program updates for works in their area.

Consultations:

- Additional and larger signage developed advising “Footpath open- Support Small Business”, “Please limit long-term parking during construction” and pedestrian direction signage have all been installed;
- Scheduled visits continue to occur with Divisional and Portfolio Councillors;
- Project consultation with new business within the project footprint;
- Regular contact with Aflord Street and Haly businesses regarding scheduling and impacts;
- Regular Councillor videos recorded – KTP Update and Pedestrian movement during construction and parking access during construction;
- Fortnightly Project Update Media Release;
- Development of a suite of ‘Did You Know?’ KTP facts for social media campaigns;
- New businesses have been connected with the Entrepreneur Facilitators Program, for business support and advice; and
- Extensive Community Consultation on Shared Community Spaces.

Common Themes:

- Vehicle and pedestrian access;
- Construction sequence and timelines; and
- Dust impact on windy days.



6.3 KINGAROY TRANSFORMATION PROJECT SIGNATURE TREE ALTERNATIVE**File Number:** 06-10-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Kingaroy Transformation Project Signature Tree Alternative

SUMMARY

Council based on ongoing community feedback may consider an alternative to replace the signature Silky Oak Trees within the Kingaroy Transformation Project (KTP). Council's engineering and parks team have nominated an alternative tree in consultation with the landscape architect.

OFFICER'S RECOMMENDATION

That the committee recommend to Council:


That Council alternate the signature Silky Oak Trees for the Kingaroy Transformation Project with the Firewheel – *Stenocarpus*.

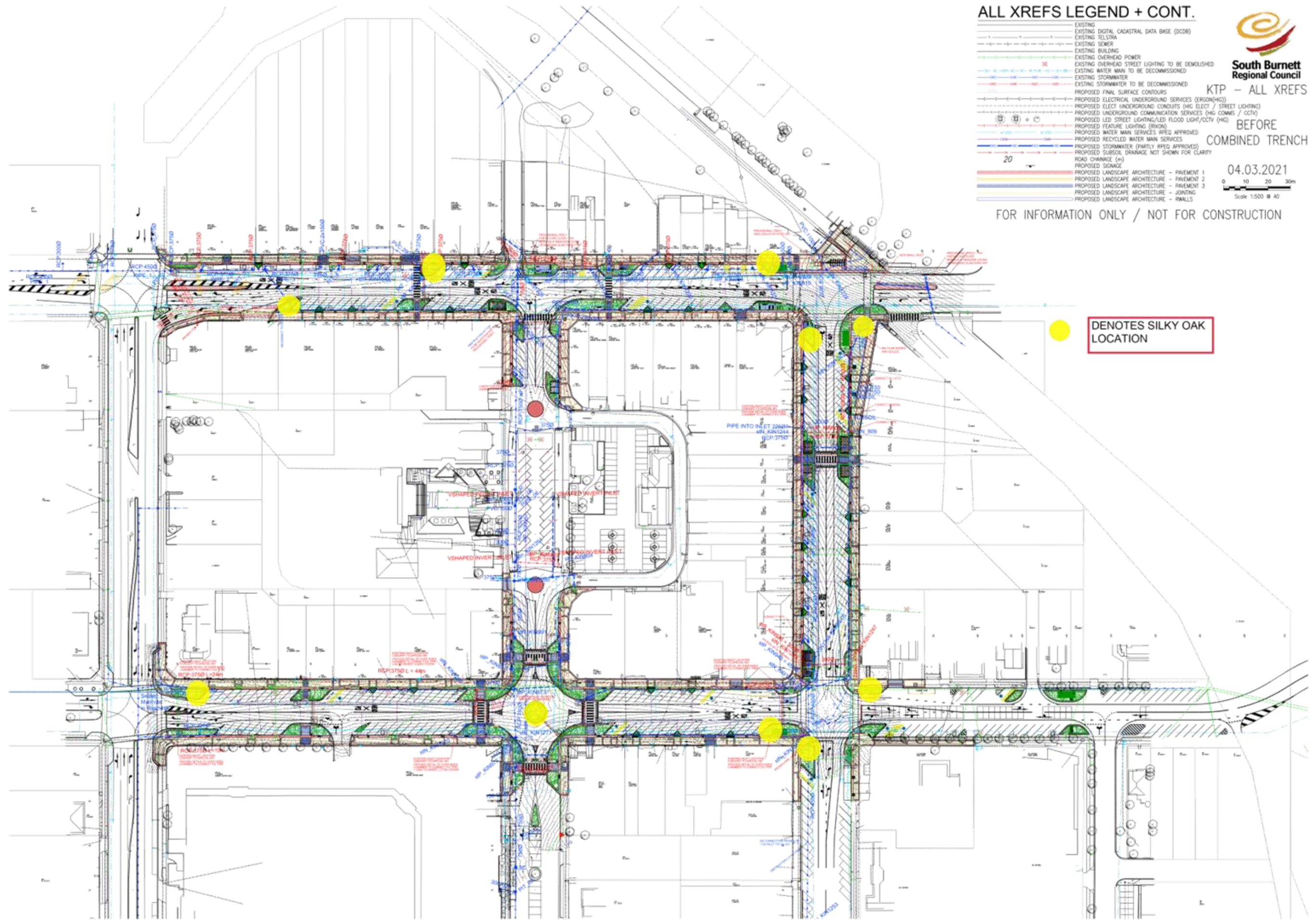
BACKGROUND

Councillors and Council Officers have received mixed feedback from the community regarding the use of Silky Oak trees as a signature tree within the Kingaroy Transformation Project. The Silky Oaks are proposed to be located on almost all intersections within the Kingaroy Transformation Project footprint with eight (8) in total (see attachment one). Council's landscape architect team, design team and parks team are recommending an alternate to the Silky Oak being the Firewheel Tree – *Stenocarpus*. The Firewheel Tree is a non-deciduous evergreen with a red flower during summer which complements the red, yellow and green trees and landscape design. The tree will establish rapidly and would be a feature within the landscape.

The group also considered the White Oak- *Grevillea Baileyana* however, it is a slower growing smaller tree and may perform like the Silky Oak.

ATTACHMENTS

1. **Silky Oak Location**  
2. **Silky Oak Factsheet**  
3. **Firewheel Factsheet**  
4. **White Oak Factsheet**  



Silky Oak – Grevillea Robusta

Why Silky Oak?

Silky Oak trees have been selected for planting in several locations within the Kingaroy Transformation Project.

The Silky Oak is a beautiful evergreen tree native to Australia and endemic to the South Burnett region. Mature specimens are easily obtained from nurseries to create a large brightly coloured feature tree providing a noticeable presence from day one.

Evergreen and in leaf throughout the year Silky Oaks produce bright orange tube-like flowers for a few weeks in October and November. These beautiful flowers may attract bird-life. The tree can live for 100 years or more and could be expected to grow up to 30m tall in a natural setting or 20m tall in an urban environment.

Silky Oak trees are often chosen as a street tree as they are robust, low maintenance and virtually disease and pest free. These trees adapt well to climatic conditions, are drought tolerant and can cope with frost once established.

Class A irrigation that is being installed throughout the KTP will allow for a consistent watering arrangement, allowing for better moisture control. There is the potential for an automated system to be configured which would improve operating hours based on seasons, reducing distress of the trees leading to better outcomes.

Frequently Asked Questions

Q. Do Silky Oak trees drop leaves or nectar?

A. Very young Silky Oak trees generally do not drop leaves. However, similar to all evergreens more mature trees can experience minor leaf loss for a short period during Winter / early Spring. When flowering they may drip nectar, however the birds that may be attracted will likely reduce the quantity of this nectar.

Q. Do Silky Oak trees have an invasive root system?

A. Silky Oak trees have a dense and fine root system that greatly increases the absorbing surface area and enables the tree to thrive even in nutrient deprived soils. A protective root barrier will be installed to prevent these tree roots from impacting on the underground infrastructure.

South Burnett Regional Council will undertake regular routine maintenance of the CBD, which will include the pruning of all trees and the sweeping or cleaning of footpaths. The inclusion of trees and landscaping within the CBD softens the hard landscape that is associated with building, footpaths and roads and provides great contrast for these areas of high pedestrian traffic.



1. Silky Oak Tree 2. Silky Oak Seed Pods 3. Silky Oak Leaf 4. Silky Oak Flowers

Firewheel Tree – *Stenocarpus Sinuatus*

Quick Facts

Common Name: Firewheel Tree

Family: *Proteaceae*

Distribution: *Rainforests of north-eastern New South Wales and eastern Queensland. Also occurs in Papua New Guinea*

Height: *Usually 10m in full sun; up to 30m in a warm shaded spot*

Deciduous: *No*

Flowers: *Summer to Autumn, red/orange wheel shaped flowers*

Plant Environment: *Adaptable to a range of climates. Prefers rich, loamy soils but is tolerant of most well drained soils. May be grown in a sunny or partly shaded location.*

Growth Habit: *Evergreen, dense foliage, oval shape*

Tolerance: *Tolerates drought/ light frost once established*



Profile:

The *Stenocarpus Sinuatus* is from the *Proteaceae* family and is commonly known as the Firewheel Tree. Firewheel Tree's are a noteworthy feature tree due to their size, shape, foliage colour and cover and general attractiveness. The Firewheel is native to Queensland and north-eastern New South Wales and despite its sub-tropical to tropical origin, it is adaptable to a range of climates; growing successfully in a dry climate where additional water is available. Perfectly suited and commonly used as a vibrant garden and street feature tree, the Firewheel if tip pruned while young can be encouraged to grow to a dense, rounded shape. Evergreen with dark glossy foliage, the Firewheel Tree is in leaf throughout the year and produces ornamental bright red/orange circular flowers in summer. The flowers carry a nectar that will attract bees, birds, butterflies and other insects. The Firewheel is a hardy variety, tolerant to light frost, full sun and drought.



1. Firewheel Tree Flower 2. Firewheel Tree leaf 3. Firewheel Tree Seed Pod 4. Firewheel Tree in flower

White Oak – *Grevillea Baileyana*

Quick Facts

Common Names: *Brown Silky Oak*, *Scrub Beefwood*, *Findlay's Silky*, *Bailey's Silky Oak*

Family: *Proteaceae*

Height: *Usually 5-10m but occasionally to 30m*

Deciduous: *No – does not drop leaves or sap*

Flowers: *Late Spring and early Summer, white/cream*

Plant Environment: *Low maintenance garden or container growing in tropical, sub-tropical, warm temperate, cool temperate, Mediterranean climate zone.*

Growth Habit: *Evergreen, dense foliage, column-shaped*

Frost Tolerance: *Tolerates light frost*



Profile:

The *Grevillea Baileyana* is from the *Proteaceae* family and is commonly known as the White Oak. White Oak's are a noteworthy feature tree due to their size, shape, foliage colour and cover and general attractiveness. The White Oak is native to Queensland but is known to grow successfully in a wide range of soils and climates to as far south as Melbourne. Commonly used as a vibrant garden and street feature tree, the White Oak is fast growing, usually reaching heights of 5-10m with a canopy width of 3-4m. Evergreen with glossy, dense foliage with a rusty coloured tinge on the underside, the White Oak is in leaf throughout the year and produces an elongated cluster of upright and fragrant cream flowers mainly from late Spring to early Summer. The flowers carry a strong honey scented nectar perfume, attracting bees, nectar eating birds, butterflies and other insects. The White Oak is a hardy variety, tolerant to light frost and full sun.



1. White Oak tree 2. White Oak leaf underside 3. White Oak Seed Pod 4. White Oak flowers

6.4 HALY STREET CARPARKS (YOUNGMAN STREET - WILLIAM STREET)**File Number:** 06-010-2021**Author:** Manager Infrastructure Planning**Authoriser:** Chief Executive Officer**PRECIS**

Haly Street Carparks (Youngman Street – William Street)

SUMMARY

The total number of carparks on Haly Street, Kingaroy between Youngman Street and Williams Street intersections contains 39 existing parallel carparks. A concept design has been developed to revise current line marking and introduce angle parking, while acknowledging works in progress to the Youngman Street intersection to be completed by Department Transport and Main Roads (DTMR). This concept design will introduce eight (8) new carparks to this section of Haly Street, Kingaroy.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council note the assessment of carparking bays in Haly Street, Kingaroy and consider the concept design for future capital works funding.

BACKGROUND

Infrastructure Planning have undertaken pre-design investigations and have determined the total number of carparks on Haly Street, Kingaroy between Youngman Street and William Street intersections to be 39 existing parallel carparks (Attachment one (1)). A concept design (Attachment one (1)) has been developed to revise current line marking and introduce angle parking, while acknowledging works in progress to the Youngman Street intersection to be completed by Department Transport and Main Roads (DTMR). This concept design will introduce eight (8) new carparks to this section of Haly Street, Kingaroy. The carparking concept plan focuses on expanding available carparking spaces by retaining 22 parallel parks and adding an additional 25 angle carparks for local businesses and residents who live within the scoped section of Haly Street.

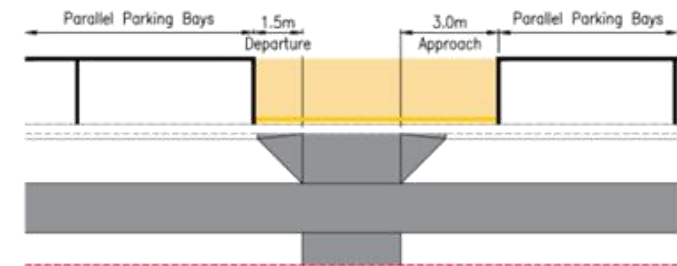
ATTACHMENTS

1. **Haly Street Concept Plan** [↓](#) 

HALY STREET, KINGARROY BUNYA HIGHWAY TO WILLIAM STREET ON-STREET PARKING INVESTIGATION



LAYOUT	CARPARKING MATRIX		
	PARKING BAYS		
	PARALLEL	ANGLE	TOTAL
EXISTING	39	0	39
DESIGN	22	25	47
+/-	-17	25	8



PARKING BAYS AT DRIVEWAYS DETAIL

Revisions/Descriptions		Approval	Date	Survey Data
D	DIVERGE AND PARKING LAYOUT REVISED		17.09.21	Datum
C	DTMR INTERSECTION LAYOUT INCORPORATED		16.09.21	Horiz. Grid
B	PARKING LAYOUT REVISED		15.09.21	Height Origin
A	INITIAL SKETCH		13.09.21	Survey Books

SOUTH BURNETT REGIONAL COUNCIL
HALY ROAD
BUNYA HIGHWAY TO WILLIAM STREET



Drawn MH	Designed MH	Checked —	Verified —	Revision Date —	File Number —	Project Number —	Project Funding —
Approved Manager Infrastructure Planning — RPEQ# — Date —					Sheet ON-STREET PARKING INVESTIGATION		
					Plan Number —	Sheet No. 1 of 1	Revision D

Last Modified: 17-Sep-21, 10:36am

6.5 REQUEST TO RENAME QUIET GLEN ROAD BOONDOOMA TO SEILER LANE BOONDOOMA

File Number: 06-10-2021
Author: Senior Technical Officer
Authoriser: Chief Executive Officer

PRECIS

Request to rename Quiet Glen Road, Boondooma to Seiler Lane, Boondooma

SUMMARY

At Infrastructure's Standing Committee meeting held on 1 September 2021, it was resolved that the report regarding the history on the Request to rename Quiet Glen Road, Boondooma to Seiler Lane, Boondooma be noted and considered at the October Infrastructure Standing Committee meeting.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council resolves:

1. To rename Quiet Glen Road, Boondooma to Seiler Lane, Boondooma; and
2. That Quiet Glen Road, Boondooma be added to Councils register of future road naming options for consideration in the locality of Boondooma.

FINANCIAL AND RESOURCE IMPLICATIONS

The initial financial and resource implication will be limited to the supply and installation of the new sign. The cost to supply and install is estimated to be \$500. Maintenance of signs will be on a as needs basis.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders with internal branches have been consulted prior to this report going before Council.

Council invited written feedback from the adjoining property owners on Quiet Glen Road. Council received three responses supporting the renaming.

At September 2021 Infrastructure Standing Committee Meeting Committee, a brief report outlining of the history was submitted, with resolution 2021/32, that the request to rename the road to Seiler Lane be considered at the October Infrastructure Standing Committee.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Transport Operations (Road Use Management) Act 1995.

Council is responsible for naming road reserves.

There are no known legal implications for Council or risk management implications associated with this report.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council adopted its Infrastructure Asset Naming Policy on 15 March 2017.

The Asset Naming Policy applies to all existing and proposed infrastructure assets inclusive of gazetted and private assets in the South Burnett region that are under the control of the South Burnett Regional Council. Quiet Glen Road, Boondooma is under the control of the South Burnett Regional Council and the naming of road reserve is governed by this policy.

The name proposed of "Seiler Lane" does not meet the requirements of this policy based on:

- Is a duplicate or similar name to one already used within the region - *Seiler Road*
- Seiler Road has been used elsewhere in the Region

The name proposed of "Seiler Lane" does meet the requirements of this policy based on:

- Seiler Lane has not been used elsewhere in the Region
- Council has many duplicate names with the Region and Localities
- The characteristics of a lane. A lane is "*a narrow roadway between walls, building, etc. A narrow country or town roadway.*"
- Seiler Lane should not cause any perceived issues to the proximity of the similar named "*Seiler Road*". Refer to Appendix A and B for proximity and separation

ASSET MANAGEMENT IMPLICATIONS

Quiet Glen Road already forms part of Council's asset register and Road Hierarchy, which is a requirement under the Local Government Act. The renaming of this road will be updated in Council's asset register and Road Hierarchy. Internal and external stakeholders will be notified of any changes.

Signs will be replaced on a as needs basis and will be accommodated in Infrastructure's respective maintenance programs and routine inspections.

REPORT

In 2019 Council's Infrastructure Department investigated a general enquiry regarding the naming of Quiet Glen Road, Boondooma after it was identified that the road name blade reflected Seiler Lane.

Based on this investigation carried out by the GIS Team and the local road inspector it was determined that before amalgamation a request was made to change the name of Quiet Glen Road to Seiler Lane. Due to lack of supporting information to ratify the road name change Council removed the Seiler Lane name blade and replaced it with Quiet Glen Road. Seiler Lane was not listed on Council's Road register or asset database, however, Quiet Glen Road was. Seiler Lane was also not identified on any of the land addresses within the state digital cadastral database, however Quiet Glen Road was.

Seiler Lane does not align with Council's Infrastructure Asset Naming Policy. However, the renaming of Quiet Glen Road, Boondooma to Seiler Lane, Boondooma can be justified, with a deviation from the policy due to:

- Seiler Lane has not been used elsewhere in the Region.
- Council has many duplicate names within its Regions and Localities.
- The characteristics of a lane. A lane is "*a narrow roadway between walls, building, etc. A narrow country or town roadway.*"
- Seiler Lane should not cause any perceived known issues, with reference to the proximity of the similar named "*Seiler Road*". Refer to Appendix A and B for proximity and separation.
- Currently, there are no property owners and addresses affected by the renaming.
- No objections from adjoining property owners.

In accordance with Australian Standard AS/NZS 4819:2011 Rural and Urban Addressing section 4.2.3 unformed roads (paper roads) should not be named unless a name is required for addressing purposes.

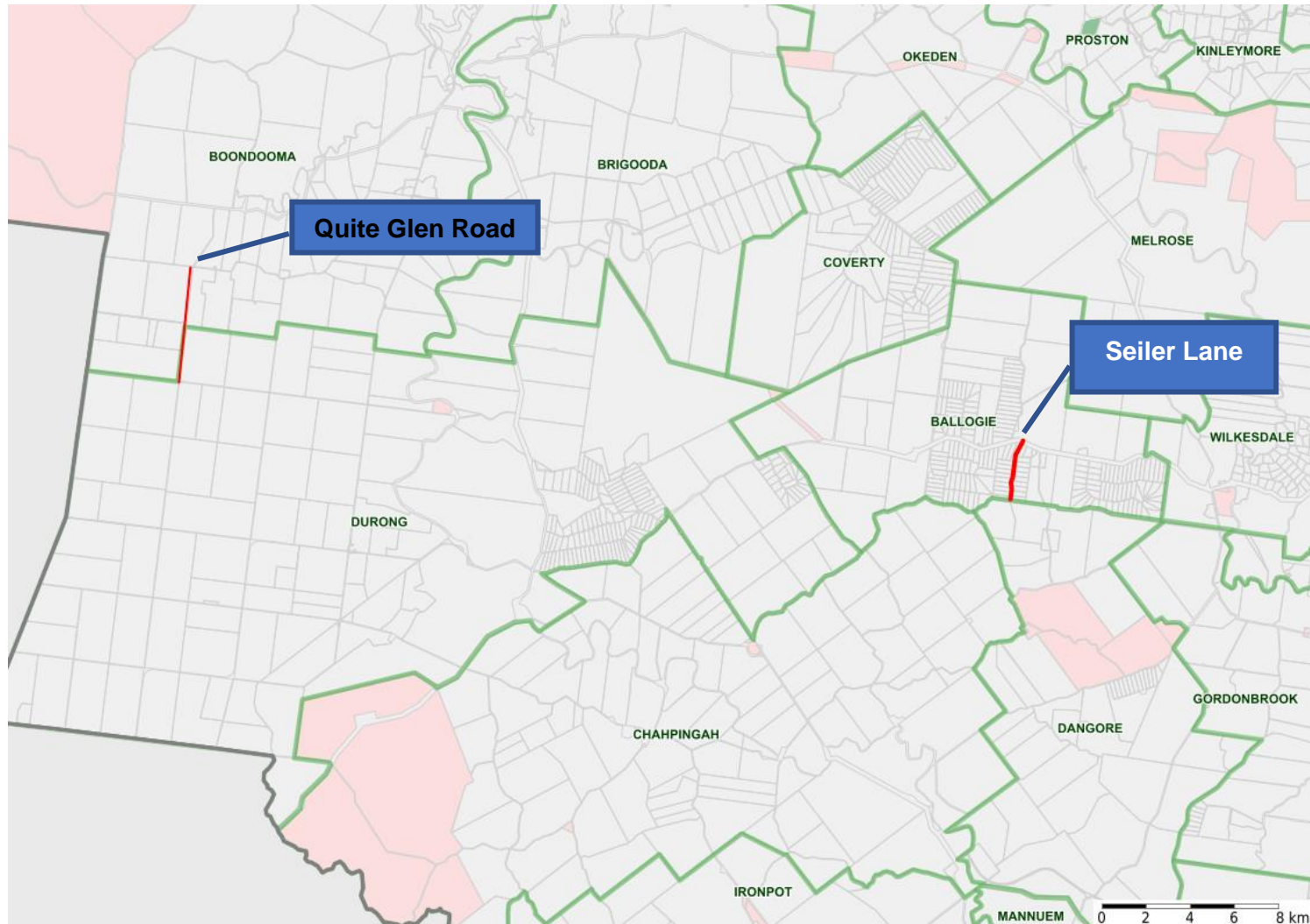
The request has been assessed by considering Australian Standard AS/NZS 4819:2011 Rural and Urban Addressing, Local Government Act 2009 and Council's Infrastructure Asset Naming Policy.

Council has no formal records of Quiet Glen Road being changed to Seiler Lane.

ATTACHMENTS

1. **Location of Road Reserves** [↓](#) 

Location of Road Reserves



6.6 2025/26 SAFE SCHOOL TRAVEL (SAFEST) FUNDING NOMINATIONS**File Number:** 06-09-2021**Author:** Manager Infrastructure Planning**Authoriser:** Chief Executive Officer**PRECIS**

2025/26 Safe School Travel (SafeST) Funding Nominations

SUMMARY

Council is seeking to submit applications for funding under the Safe School Travel (SafeST) funding allocation as part of the Transport Infrastructure Development Scheme (TIDS) for 2024/25 and 2025/26.

OFFICER'S RECOMMENDATION

That the committee recommends to Council;

That Council supports the submission of the following projects and commits to co-contributing 50% of the 2024/25 & 2025/26 SafeST programme:

Proposed Projects – 2024/25

1. William Street, Kingaroy – \$230,000
2. Kent Street, Kingaroy – \$40,000

Proposed Projects - 2025/56

3. Gore Street, Murgon – \$180,000
4. Haly Street, Kingaroy –\$75,000

BACKGROUND

Council receives funding for Safe School Travel (SafeST) projects through the Transport Infrastructure Development Scheme (TIDS) funded by Transport and Main Roads (TMR) each year towards transport safety upgrades involving schools and active transport.

SafeST funding is part of a four-year rolling program where projects are nominated for delivery in 2024/25 and 2025/26. Council officers have workshopped options with Council to understand the requirements for safety upgrades to infrastructure that aligns with the programme criteria and recommend the following projects:

2024/25:

1. William Street, Kingaroy – Reconfiguration of parking (centre to angled), sealing of centre parking and through-lane realignment, Alford Street roundabout modifications, installation of disabled parking and removal of trees - \$230,000
2. Kent Street, Kingaroy - New 1.5m concrete footpath between Carinya St and Albert St. – \$40,000

2025/26:

3. Gore Street, Murgon - Street widening including new kerb & channel, sealing of shoulder between Harm Street and Jefferies Street along Gore St. This project will formalise parking along Gore Street and provide parking for teachers, students and associated school facilities - \$180,000

4. Haly Street, Kingaroy – New 1.5m concrete footpath to complete the footpath circuit between King St and Jarrah Street intersections - \$75,000.

ATTACHMENTS

Nil

6.7 BUNYA HIGHWAY MEDIANS - WONDAI ROUNDABOUT COMMUNITY CONSULTATION**File Number: 06-10-2021****Author: Manager Infrastructure Planning****Authoriser: Chief Executive Officer****PRECIS**

Bunya Highway Medians - Wondai Roundabout Community Consultation

SUMMARY

The Bunya Highway Medians project has been divided into stages suitable for delivery timeframes. Stage Three (3) includes the Wondai Roundabout and its associated medians for redevelopment due to the age and condition of the assets and to improve the aesthetics of this significant landmark for Wondai. Extensive community engagement has been undertaken with the broader Wondai community to ascertain their preferred landscape design option.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council adopt Option Two (Attachment Two (2)) for the redevelopment of the Wondai roundabout including the associated landscaping works as preferred by the broader Wondai community to progress to detailed design (Attachment Four (4)).

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

EC3 - Advocate to minimise the impact of heavy vehicle traffic in the CBD areas of major towns as appropriate.

IN5 - Develop and implement a hierarchy and programme to refurbish median strips and roundabouts prioritising entry ways into our major towns.

OR3 - Manage Council assets effectively through the development and implementation of Asset Management Plans.

OR6 - Implement consultative, responsible and sound project management practices.

OR10 - Increased commitment to community engagement and to proactive strategic delivery of media and communications.

OR16 - Continue to give priority to ongoing Work Health and Safety and prudent management

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Community consultation was undertaken by Council on multiple occasions including:

- 12 April 2021 – Pre-design consultation meeting with Cr Henschen and local community representatives.

Feedback summary: This feedback session involved gathering initial concept ideas to form the design brief for the roundabout design, as well as address problems the community encounter in the daily environment surrounding the roundabout that may not be apparent during general observations. Feedback received from the community representatives has assisted to develop this design brief and scope to be utilised by Greenedge Design to prepare the concept renders;

- 8 June 2021 – Wondai Business Network Breakfast meeting
Feedback Summary: Feedback was requested from the Wondai business community on the initial concept renders produced by Greenedge Design. During this consultation session, the business community members requested an additional design option with the centre infill of the roundabout to be coloured concrete only and with no provision for landscaping;
- 6, 7, 13 & 16 September 2021 – Wondai Roundabout Community Consultation held at Council's Wondai office and other on-street locations.
Feedback summary: Consultation sessions were held at the Council office in Wondai and on-street locations with high foot traffic over four (4) days over a two (2) week period, for residents to offer their feedback on the three (3) concept design renders. Attendance consisted of 57 residents over the consultation period. Throughout discussion, the resident's main concerns were regarding the safety of the roundabout and ensuring that any centre treatment was to be heavy vehicle friendly, with low maintenance and aesthetically appealing planting. Feedback received was found to be strongly in support of roundabout design option two (2);
- 14 September 2021 – Wondai Business Network Breakfast meeting
Feedback summary: Feedback received was found to be in unanimous support of roundabout design option two (2);
- 17 September 2021 - Online consultation with feedback form (Attachment Six (6)) provided via Council's website for Wondai Roundabout Options 1, 2 and 3.
Feedback Summary: Online Consultation was made available through Council's website from the 17 September until 26 September. One (1) completed feedback form was received with preference for roundabout design option one (1). Other feedback was received with reference to the roundabout consultation, however this feedback received was regarded as out of scope as the feedback focused on Edward Street, Wondai and the speed limits/crossing abilities of the TMR Road Corridor; and
- 25 September 2021 – Wondai Country Markets
Feedback Summary: Cr Henschen and Council representative held a stall at the Wondai Country Market on 25 September 2021. A total of 40 individuals completed surveys who were a variety of residents and tourists to the Wondai region. Feedback was consistent with that received during the previous consultation sessions held in Wondai, with strong support for roundabout design option two (2) and the same concerns regarding planting, heavy vehicles, and roundabout safety.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council is obliged to manage its assets in accordance with the requirements of the Local Government Act 2009 and the Civil Liability Act 2002. The Wondai roundabout and medians infrastructure has either reached or is moving towards the end of its useful life. Reducing the number of defects will reduce Council's exposure to liability and future claims.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

The Bunya Highway Medians – Wondai Roundabout project includes asset renewal works, whose main purpose is to address the existing condition of the aged asset. These renewal works look to rehabilitate the centre infill, medians and the kerb and channel as well as introduce outcomes that

will reduce maintenance and cost. Many existing issues have been identified regarding the roundabout, medians and the deteriorating kerb and channel, which must be addressed in a considered approach to ensure cost-effective construction while meeting all legislated design and safety guidelines.

REPORT

The proposed Wondai Roundabout is the third stage of the Bunya Highway Medians project, which focuses on redeveloping the aged asset infrastructure of the roundabouts and medians found along the Bunya Highway from Kingaroy to Wondai. The project includes key aspect works of asset renewal and rehabilitation of aging and failing infrastructure. Council is also addressing the high maintenance and cost requirements of maintaining the existing roundabout centre infill.

Each of the three (3) roundabout concept designs cover the same geometrical footprint of the existing roundabout along with a 3m wide semi mountable kerb and coloured concrete back of kerb infill in CCS Stallion. Currently, the Parks and Gardens team are required to submit a Road Corridor Permit (RCP) to be able to perform routine maintenance to the gardens and mowing of the grassed roundabout centre infill due to their proximity to vehicle traffic. The coloured concrete infill will increase the distance between Parks and Gardens staff and travelling vehicles, which will result in increased safety and reduce traffic management implementation signage.

Design Option One (1) features:

- 1m concrete banding in CCS Daffodil
- Feature planting with flowering plants
- Low shrub and groundcover planting in hoop pine mulch
- Rendered embankment wall

Design Option Two (2) features:

- 1m concrete banding in CCS Daffodil
- Feature planting with flowering plants
- Low shrub and groundcover planting in hoop pine mulch
- Feature rammed earth low retaining wall






Design Option Three (3) features:

- 18m wide CCS Daffodil concrete infill

The community has been receptive and positive towards all options available for the Wondai Roundabout (Attachment Four (4)) on the premise that the selected designs will not hinder the safety and sightlines of vehicles utilising the roundabout. Many surveyed residents are also in support of planting within the roundabout provided that the plants are of low maintenance and drought tolerant varieties. Although not part of the feedback form, the location of the Christmas Tree was a frequently discussed topic of conversation, with majority of residents requesting the tree to be moved to Coronation Park.

The broader Wondai community has been extensively consulted on the concept designs to ensure the final delivered project will meet the expectations of the community. During the preliminary engagement sessions, the feedback received has led to the development of the initial design brief released to Greenedge Design for the preliminary concept renders, as well as a third design option that was developed in-house by Council. These concept designs and renders were then taken for further consultation with the community and the overwhelming response received was in favour of design Option Two (2). The design option chosen for the Wondai roundabout by the community addresses many of the main feedback points received from community members regarding maintenance, design and planting. Design Option Two (2) gives a subtle nod to the town's historical foundations in the timber industry, while providing a distinctive style to celebrate the uniqueness of Wondai within the South Burnett.

ATTACHMENTS

1. **Option One** [↓](#) 
2. **Option Two** [↓](#) 
3. **Option Three** [↓](#) 
4. **Feedback Summary** [↓](#) 
5. **Wondai Roundabout Feedback Form** [↓](#) 

OPTION ONE



HALCYON STREET & SCOTT STREET ROUNDABOUT LOOKING SOUTH TOWARDS THE ART GALLERY

YOUNGMAN STREET MEDIAN IMPROVEMENTS

LANDSCAPE CONCEPT

PO BOX 1640, Buddino, Sunshine Coast, QLD 4575 T: 07 5493 4677 E: admin@greenedgedesign.com.au www.greenedgedesign.com.au



DATE: 31.05.2021 PROJECT: 21000

FINAL ISSUE

PAGE: 21
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OPTION TWO



HALCYON STREET & SCOTT STREET ROUNDABOUT LOOKING SOUTH TOWARDS THE ART GALLERY

YOUNGMAN STREET MEDIAN IMPROVEMENTS

LANDSCAPE CONCEPT

PO BOX 1640, Buddino, Sunshine Coast, QLD 4575 T: 07 5493 4677 E: admin@greenedgedesign.com.au www.greenedgedesign.com.au



DATE: 31.05.2021 PROJECT: 21000

FINAL ISSUE

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ISSUE: G



Last Modified: 1 - Sep 02, 2021 - 2:35pm

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Revisions/Descriptions	Approval	Date	

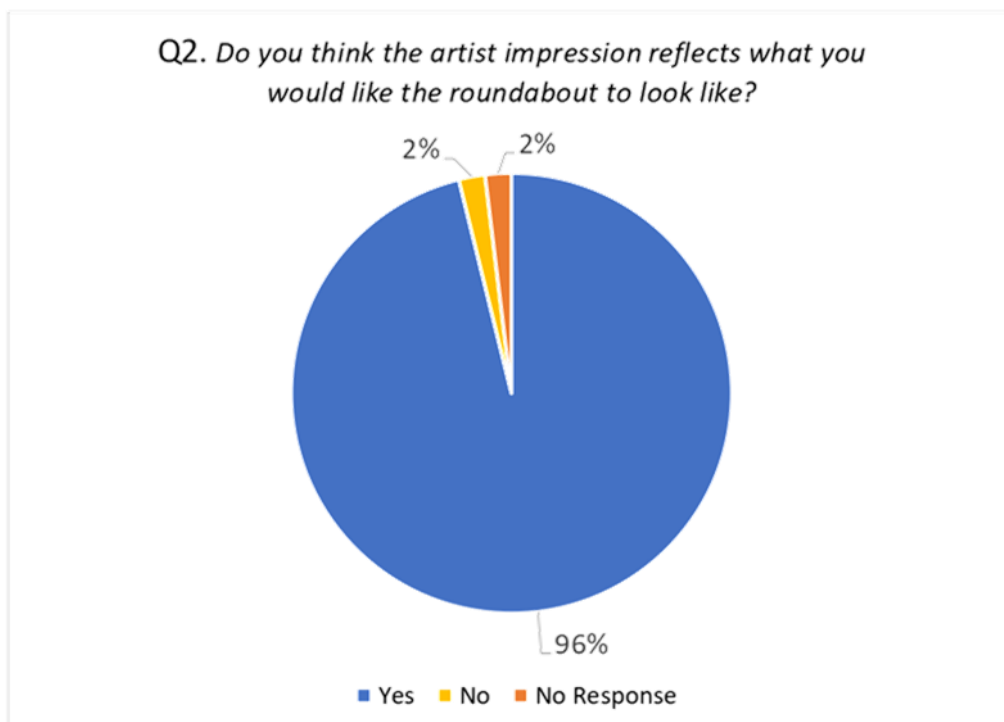
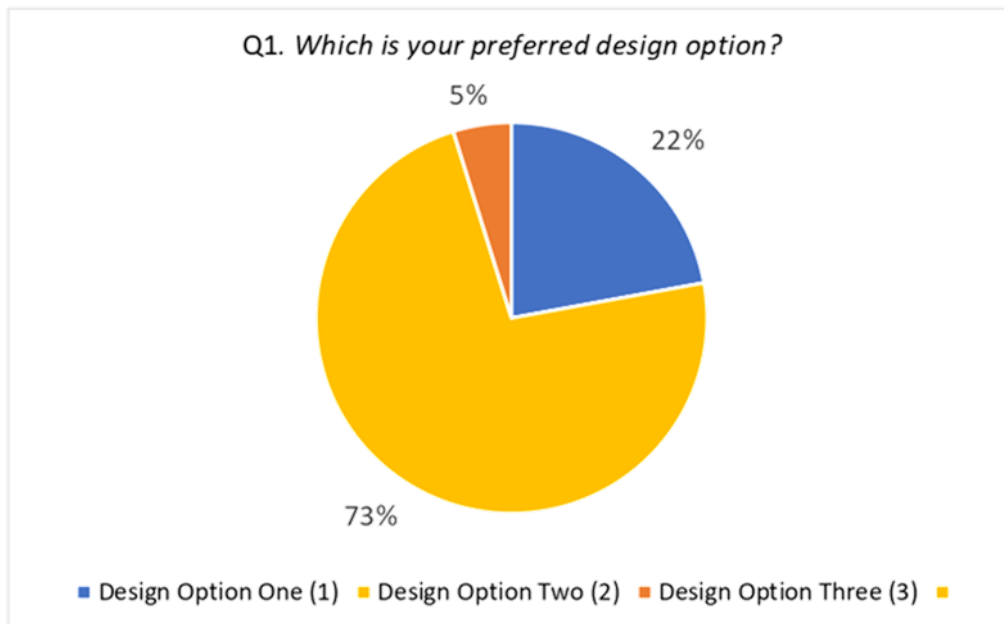
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SOUTH BURNETT REGIONAL COUNCIL
HALY STREET, WONDAI
ROUNDBOUT UPGRADE

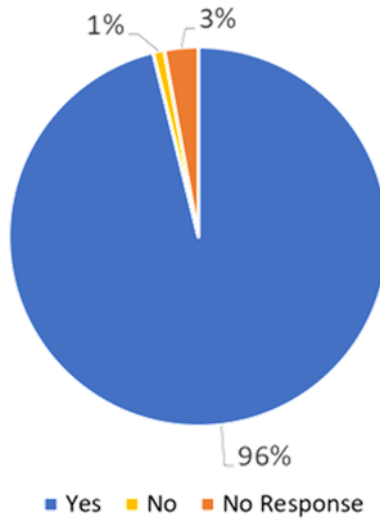


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Manager Infrastructure Planning James D'Arcy RPEQ# 13199 Date			

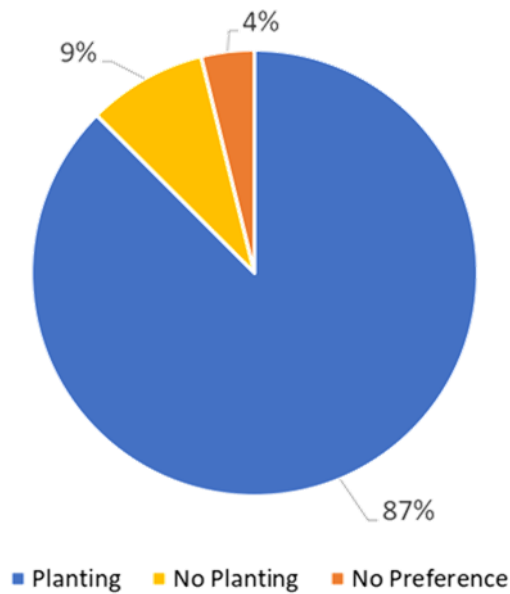
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Project Number	
Project Funding	
Sheet	GENERAL ARRANGEMENT PLAN
Plan Number	00260-06
Sheet No.	5 of 5
Revision	0



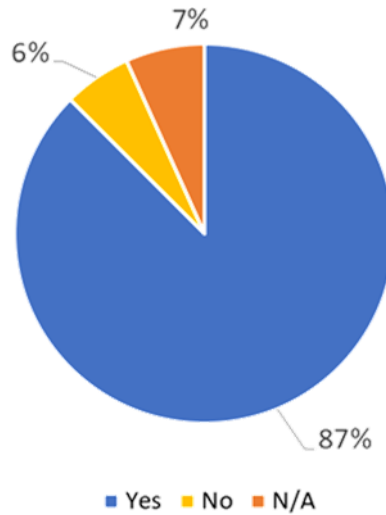
Q3. Do you think your preferred design option is a subtle entry statement that beautifies the surrounding area and contributes as a nodal entry point to town?



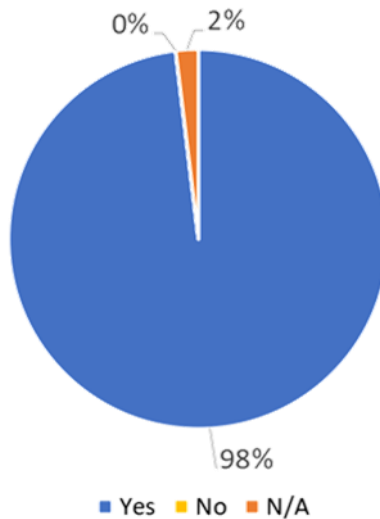
Q4. Do you want to see planting in the roundabout infill?



Q5. Do you think your preferred design option utilises materials that reflect Wondai's character and distinctiveness (such as timber, planting etc) within the region?



Q6. Do you think your preferred design option provides a functional and attractive solution that achieves relatively low maintenance requirements?





Wondai Roundabout Feedback Form

Question 1:

Which is your preferred design option?

Option One (1)	Option Two (2)	Option Three (3)
-----------------------	-----------------------	-------------------------

Question 2:

Do you think the artist impression reflects what you would like the roundabout to look like?

YES	NO
------------	-----------

Question 3:

Do you think your preferred design option is a subtle entry statement that beautifies the surrounding area and contributes as a nodal entry point to town?

YES	NO
------------	-----------

Question 4:

Do you want to see planting in the roundabout infill?

YES, I prefer planting	NO, I prefer no planting
-------------------------------	---------------------------------

Question 5:

Do you think your preferred design option utilises materials that reflect Wondai's character and distinctiveness (such as timber, planting etc) within the region?

YES	NO
------------	-----------

Question 6:

Do you think your preferred design option provides a functional and attractive solution that achieves relatively low maintenance requirements?

YES	NO
------------	-----------

6.8 POTENTIAL RENEWAL PROJECT FOR FISHER STREET AND MOORE STREET KINGAROY**File Number: 06-10-2021****Author: Manager Works****Authoriser: Chief Executive Officer****PRECIS**

Potential Renewal Project for Fisher Street and Moore Street Kingaroy

SUMMARY

Council's Infrastructure Department received a request from the Mayor to provide information regarding a refresh project for the renewal of Fisher Street and Moore Street, Kingaroy median strips and signage.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council notes the report for the potential renewal project for Fisher Street and Moore Street, Kingaroy.

BACKGROUND

Council's Infrastructure Department received a request from the Mayor to provide information regarding a refresh project for the renewal of Fisher Street and Moore Street, Kingaroy median strips and signage.

A project for the renewal of median strips and signage for the value of \$50,000 has been identified and put forward for future discussion in the Local Road & Community Infrastructure W4Q funding workshop and project priority lists.

ATTACHMENTS

Nil

6.9 ROAD MAINTENANCE PROCESS**File Number:** 06-10-2021**Author:** Personal Assistant Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Road Maintenance Process

SUMMARY

A request has been received to report back to the October Infrastructure Standing Committee Meeting around prioritisation categories for road defects and associated target response times.

OFFICER'S RECOMMENDATION

That Council note the previous advice and that a further update on the development of Council's Road Maintenance Management System will be presented to the November Infrastructure Standing Committee meeting along with the requested report on pothole patching processes.

BACKGROUND

Council staff have previously reported on the maintenance methodology at the June Infrastructure Standing Committee meeting, refer to attachment one (1).

ATTACHMENTS

1. **Previous General Maintenance Overview Report** [↓](#) 

**Brief Report
General Maintenance Overview**

Works Branch

Overview

Council has commenced the introduction of a maintenance management system for Transport Assets with initial focus on sealed roads and signage. A maintenance management approach has been an operational plan objective for Council and looks to combine a risk and asset management approach to inspections, defect management and customer requests. Council's maintenance management team has been implementing the "Reflect" program which provides a mobile computerised system for the collection of data and assists staff in the development of works programs for more efficient delivery.

The works and infrastructure admin team receive approximately 3000 requests a year and an additional 600 applications that includes works permits, rural addressing etc. The introduction of maintenance management will ultimately aim to reduce customer requests, provide more timely customer responses and allow Council to deliver better and more cost effective solutions to its network.

Officers have commenced the soft implementation of the system on the sealed road network including corridor inspections to identify defects such as potholes, pipe separations, fallen and hazardous trees, regulatory or broken signage, guideposts missing at critical locations, large edge breaks and edge drops along other priority safety defects to manage risk to a reasonable level for the public. Technical officers record their inspection along with details of the defects, including measurements, locations, rectification activities and other essential details to assist in prioritisation for programming of works.

Defects are recorded in a backlog for prioritisation between technical and delivery teams. Defects are categorised as one (1) of five (5) different priorities, which is based on risk management approach. Speed environment, traffic volume, construction type, location of defect, type of defect and the dimensions of the defect are all considered when establishing if a defect has met intervention level and what priority it has.

The below table provides an overview of priorities and the following page shows some examples of defect classifications:

Defect Priorities

Safety Defects		Asset Maintenance Defects		
Defects > 60 km/hr	Defects ≤ 60 km/hr	Reactive Maintenance	Preventative Maintenance	Miscellaneous & Aesthetic
P1	P2	P3	P4	P5

Sealed Road and Signage Defects

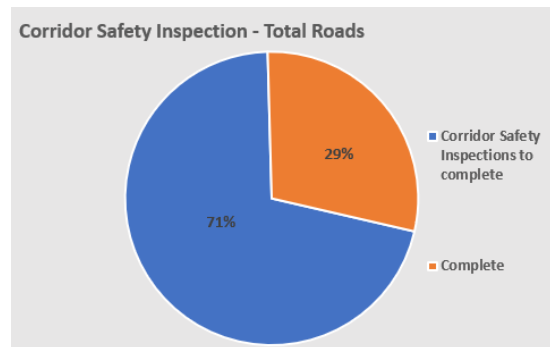
The trafficable road surface is inspected as part of the corridor safety inspections and customer request investigations. Surface defects, such as potholes, edge breaks, edge drops, rutting and shoving can be categorised and defined, based on the dimensions, location and speed environment as one of four priorities.

Defect ID	Intervention Level	Priority	Description
Rutting	>75 mm (depth)	1, 2	Safety
	>50 mm (depth)	3	Reactive Maintenance
	<50mm (depth)	4	Preventative Maintenance
Shoving	>75 mm (depth)	1, 2	Safety
	>50 mm (depth)	3	Reactive Maintenance
	<50mm (depth)	4	Preventative Maintenance
Isolated surface Depression/Bump	100 mm (depth)	1, 2	Safety
	50 mm (depth)	3	Reactive Maintenance
Potholes/Edge Break	200mm dia and/or >50mm (depth)	1, 2	Safety
	100 mm dia and/or <50mm (depth)	3	Reactive Maintenance
Surface Cracking	Crocodile cracking > 1 m ²	3	Reactive Maintenance
	Crocodile cracking < 1 m ²	4	Preventative Maintenance
	All other cracking >5mm width	4	Preventative Maintenance
Edge Drop Off	> 75 mm drop off	1,2	Safety
	> 25 mm drop off	3	Reactive Maintenance
Seal Bleeding or Stripping	Area > 5 m ² or greater than 10m in wheel path	4	Preventative Maintenance

Defect ID	Intervention Level	Priority	Description
Guide Posts Missing or Damaged	At a critical location	1,2	Safety
	Missing or damaged general	3	Reactive Maintenance
Pavement Markings	Lines unseeable or missing at critical location	1,2	Safety
	Lines faded or RPMS missing	4	Preventative Maintenance
Traffic Management Devices	Damaged or Missing Guardrail	1	Safety
	Missing or damaged regulatory signage at a critical location	1,2	Safety
	Damaged or fading signs	4	Preventative Maintenance
Street Signs	Missing or Damaged	3	Reactive Maintenance

Current Inspections and Values

Firstly, it should be acknowledged that the implementation of the system has commenced and there will be further implementation and data reviews. In the first rounds of implementation, Officers have commenced Corridor and Customer Inspections utilising the Reflect System. This first data set which will require some moderation and review, has recorded approximately \$3.7M in defects. Of this, there is approximately \$500k in priority one (1) and two (2) defects across a range of activities including edge drop off, rutting and sealed surface defects.



Programming of Works

Sealed Roads

Technical Officers, Works Coordinators and Supervisors have commenced developing sealed maintenance programs from system data which assesses works for priority. This is a significant change and initial advancement in operation maturity. In addition, the teams have developed maintenance zones across the South Burnett to create better programming and resourcing outcomes.

The programs aim to develop coordinated programs to target high priority defects as well as other defects that could be simultaneously undertaken within the maintenance zone. Surface defects, such as potholes, edge breaks, edge drops, rutting and shoving can be categorised and defined, based on the dimensions, location and speed environment as one (1) of four (4) priorities. A fortnightly meeting is held with Works Coordinators and Maintenance Supervisors to review the priority defects to establish where they will fit within the current priorities and the forward works program. An example of prioritisation methodology considered by the group includes it is reasonable to expect that a pothole in the wheel path on a road with a speed environment of 100km/ hour with a medium to high traffic volume will take priority over a pothole in a low speed, low traffic back road. Currently P1 and P2 defects are targeted to be programmed to be completed within three (3) to six (6) months unless otherwise completed as part of an alternative program such as capital works.

Signage Defects

As a part of the current road corridor inspections and customer request investigations various new signs and replacement signage defects are raised for prioritisation and backlog.

Each fortnight the supervisor of general maintenance reviews the defect backlog and orders any signs needed to undertake the works. Signs are then scheduled to be installed when resources are available around other high priority maintenance and RMPC contract works.

These are prioritised based on regulatory, priority, and risk to the public. Signage renewals such as faded signs works are lower priority and therefore are unable to be programmed at this time as the 20/21 financial year the maintenance budget at this time of year is strained so the maintenance team is focusing on P1 and P2 defects which pose a higher risk to the public.

Further Works

As discussed, the introduction of a maintenance management system has commenced with a soft implementation on sealed roads. The system will allow Council to build a quality backlog over the coming year to better understand its network, improve efficiency of works and decision making, improve customer service and generally make the network safer for road users.

The system will continue to be implemented with data and process reviews to improve accuracy along with establishment of target response times and budget needs over the coming year. Officers will review the implementation of the system when a new Principal Engineer is appointed and Council will be updated further as the project progresses where necessary.

7 PORTFOLIO - LDMG, WATER & WASTEWATER**7.1 LOCAL DISASTER MANAGEMENT, WATER AND WASTEWATER PORTFOLIO REPORT****File Number: 06-10-2021****Author: Councillor****Authoriser: Chief Executive Officer****PRECIS**

Local Disaster Management, Water and Wastewater Portfolio Report

SUMMARY

Councillor Frohloff presented her Local Disaster Management, Water and Wastewater Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Councillor Frohloff's Local Disaster Management, Water and Wastewater Portfolio report to Council be received for information.

BACKGROUND

N/A

ATTACHMENTS

1. **Local Disaster Management, Water and Wastewater Portfolio Report** [↓](#) 

LOCAL DISASTER MANAGEMENT GROUP UPDATE

The South Burnett Local Disaster Management Group held its quarterly meeting on 2 September 2021. A presentation was provided by Peter Harkin, EMC in relation to updated Bushfire Warnings wording. This can be located at <https://www.qfes.qld.gov.au/>. This Saturday 9 October 2021, QFES is holding North Coast Region SES Week Awards Ceremony and Equipment Handover at Gympie. Members from the South Burnett SES Unit will be awarded for their commendable achievements. We congratulate all SES members in advance for any awards received at this presentation.

SES executive positions are for a 3-year term and with the conclusion of the current term for the role the position was recently advertised. At the conclusion of this process and in partnership with QFES, we can advise that Robyn Baker has been appointed the Area Controller for SES South Burnett.

On behalf of Council, I would like to take this opportunity to not only acknowledge but commend Arthur for his leadership and service to our local SES and our community. Arthur has been with SES for 21 years. Arthur will continue to volunteer and assist with SES and continue to share his invaluable experience and knowledge with the other SES members going forward.

WATER & WASTEWATER BRANCH PORTFOLIO REPORT

The following are current/planned works
 Updated as of 27/9/2021

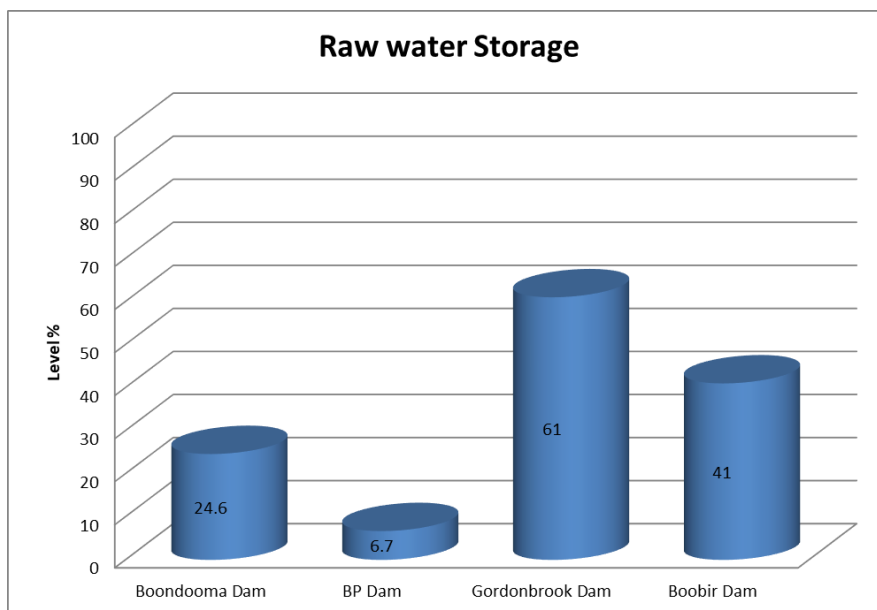
Capital Works 21/22 and Current Water Main Replacements

Name	Description	Expected Start	Expected Completion
KTP	Haly St, 200mm dia water main replacement.	July 2021	Aug 2021
SCADA and Cyber Security Updates	Replace existing SCADA to regionalise system	July 2021	June 2022
KTP - Kingaroy (Alford - Haly St) WMR	water main replacement.	Nov 2021	Dec 2021

All other 21/22 CapEx works are under planning.

Restriction & Dam Levels at 27/9/2021

All towns remain on level three (3) Water Restrictions.



Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current level	FS Volume (ML)	Current Volume (ML)	Current capacity (%)	High Priority water Allocation	Medium Priority Allocation
Boyne River & Tarong	Boondooma Dam	Boondooma Scheme, Proston Rural scheme, Kingaroy, Blackbutt	280.4	265.42	204,200	50,335	24.6	100%	0%
Barker Barambah	BP Dam	Wondai, Murgon	307.3	295.34	134,900	8,998	6.7	100%	0%
	Gordonbrook Dam	Kingaroy	391.5	390.22	6,800	4,041	61	N/A	N/A
	Boobir Dam	Blackbutt	434	430.3	170	55	41	N/A	N/A

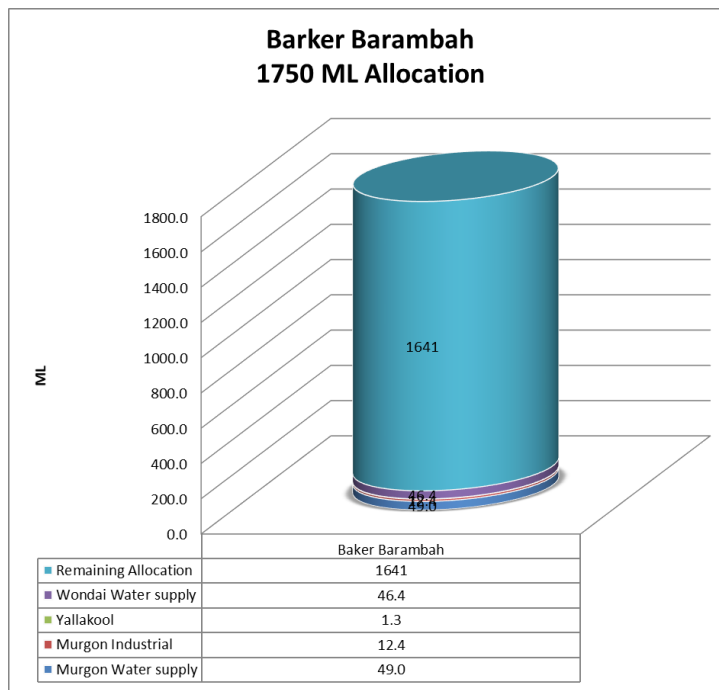
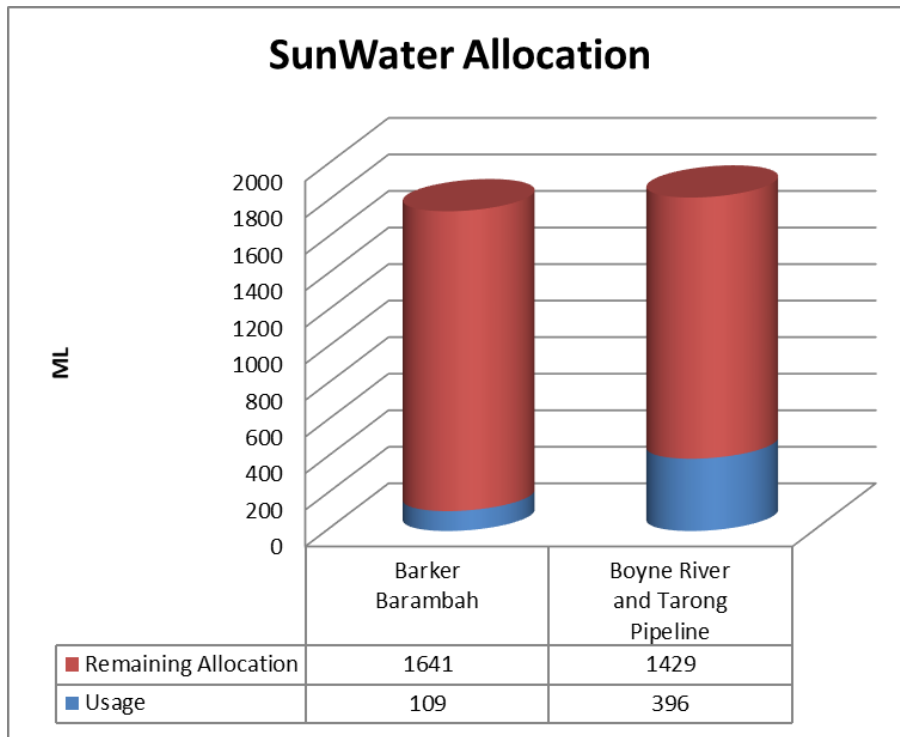
Key Highlights

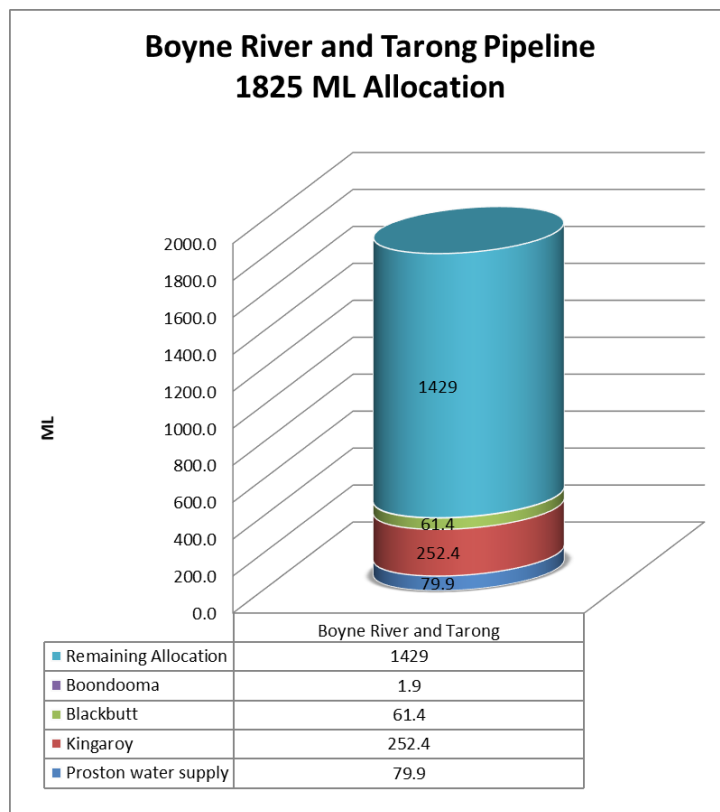
- Council continues to monitor water storage throughout the region. Current levels are: Boondooma 24.6%, BP Dam 6.7%, Gordonbrook Dam 61% Boobir Dam 40%

Water Allocations and Financial Year Consumption

Recorded at 27/9/2021

Water allocation SunWater scheme	Location / Allocation	Usage to date (ML)	Annual Allocation (ML)	Remaining Allocation (ML)	Remaining Allocation in (%)	Year remaining in (%)
Barker Barambah	Murgon Water supply	49.0	1400	1337.3	96%	76%
	Murgon Industrial	12.4				
	Yallakool	1.3				
	Wondai Water supply	46.4	350	303.64	87%	
	Sub Total	109	1750	1641	94%	
Boyne River and Tarong Pipeline	Proston water supply	79.9	500	420.1	84%	
	Kingaroy	252.4	1110	857.6	77%	
	Blackbutt	69.2	200	130.8	65%	
	Boondooma	1.9	15	13.1	87%	
	Sub Total	403	1825	1422	78%	

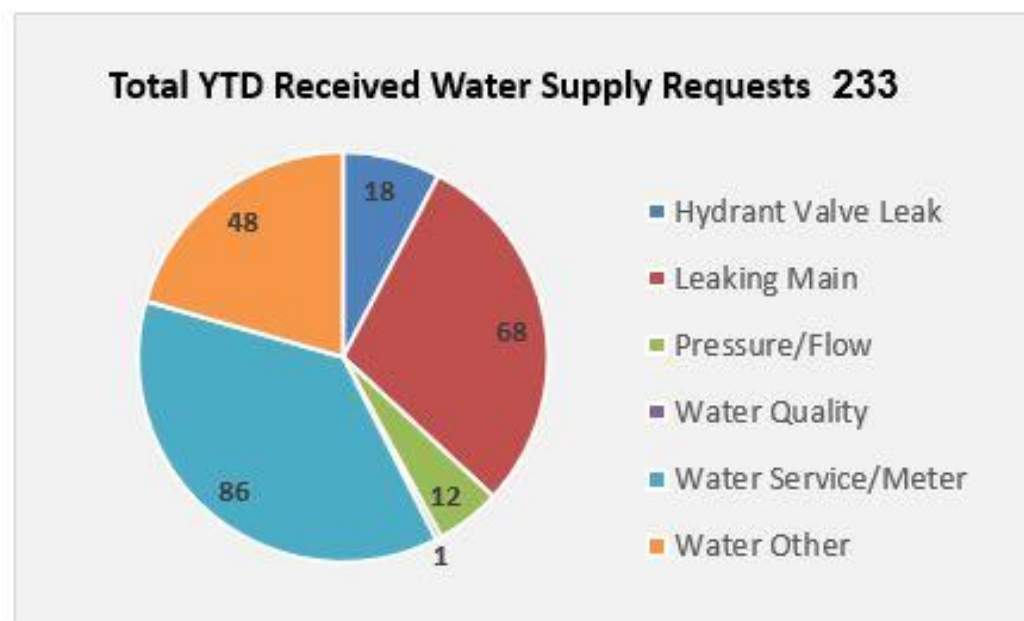
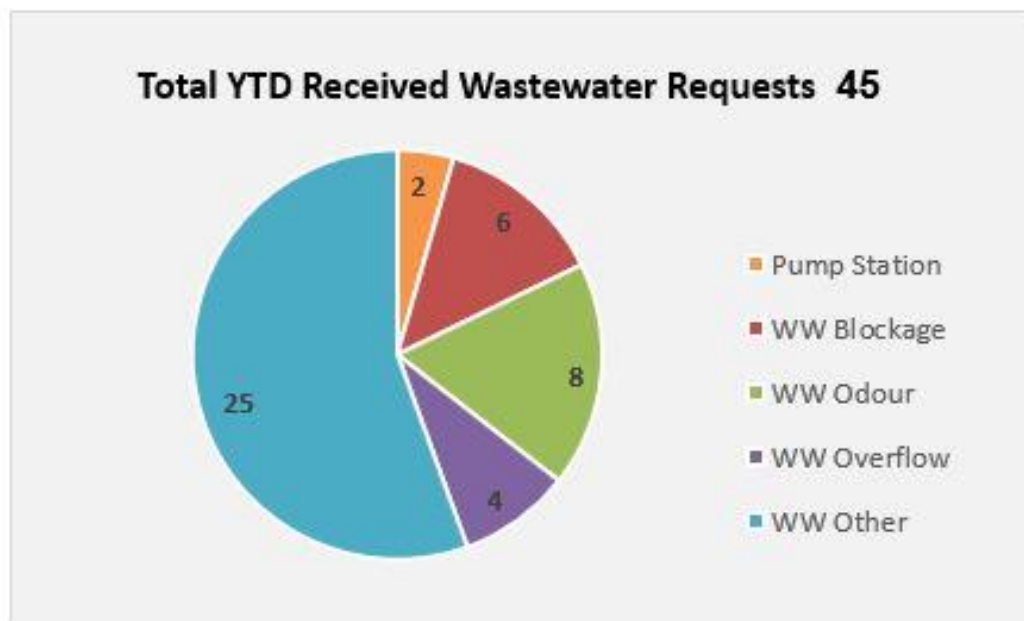




*Annual allocations are for the financial year

Reactive Work - Financial Year to Date

Town	Sewer Blockages	Other Sewer issues	Water Main Breaks	Other water issues
Kingaroy	1	0	1	43
Murgon	0	0	1	7
Wondai	2	0	0	5
Nanango	0	0	4	18
Blackbutt	1	0	0	1
Proston	0	0	0	6
Proston Rural	NA	NA	1	2
Kumbia	NA	NA	0	0
Wooroolin	NA	NA	0	1



Completed Capital Works for Noting

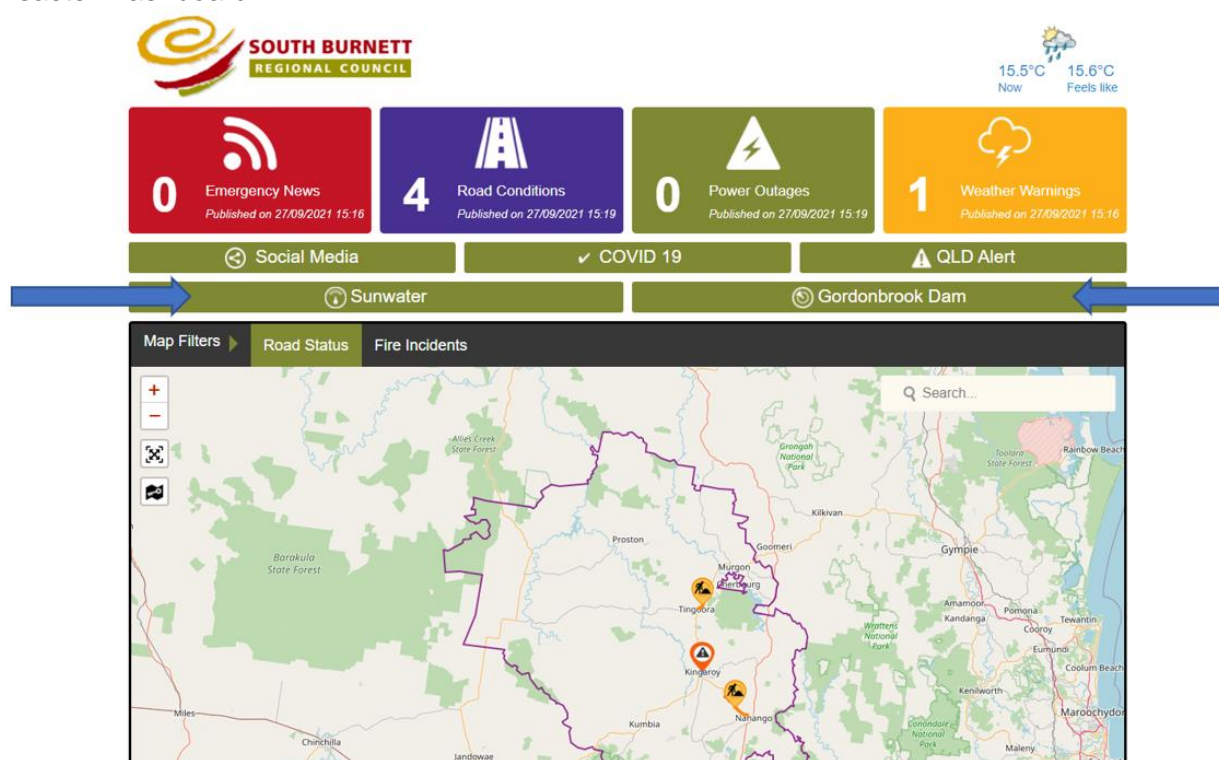
Name	Description	Started	Status
KTP Haly St, 200mm dia water main replacement.		July 2021	Completed
KTP Alford St Water Main Replacement (Glendon - Short St)		May 2021	Completed
Wondai Haly St (Hodge/Scott)		April 2021	Completed

Infrastructure Series – Dam Levels go Live

With storm season fast approaching, did you know that you can now monitor Council's Gordonbrook Dam level as well as Sunwater's BP and Boondooma Dam levels on Council's Disaster Dashboard as well as on Council's Website?

Live time information is pulled from the Water and Waste Water Telemetry system straight to the Disaster Dashboard and Council's website.

Disaster Dashboard



Council's Website – Gordonbrook Dam Level

DAMS

OVERVIEW



Bjelke-Petersen Dam Caravan and Recreation Park

Bjelke-Petersen Dam Caravan and Recreation Park nestles right on the banks of the Bjelke-Petersen Dam in the middle of natural Australian bushland.

Bjelke Petersen Dam



Gordonbrook Dam

Users of Gordonbrook Dam Recreation Area are notified that the dam has been temporarily closed to the public due to high levels and the presence of blue green algae.

Gordonbrook Dam



Boondooma Dam Caravan and Recreation Park

The Award-winning Boondooma Dam Caravan and Recreation Park, located 20 kms north of Proston.

Boondooma Dam Caravan and Recreation Park



Gordonbrook Dam Level

Check out water levels for Gordonbrook Dam

Gordonbrook Dam Level



7.2 REVIEW OF CURRENT WATER RESTRICTIONS

File Number: 06-10-2021

Author: Manager Water & Wastewater

Authoriser: Chief Executive Officer

PRECIS

Review of Current Water Restrictions

SUMMARY

The Water and Wastewater Department have conducted a review of the current Water Restrictions in line with the current Water Restriction Policy and domestic consumers consumption.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council remain on level three (3) Water restrictions and that the Water and Wastewater Department review monthly.

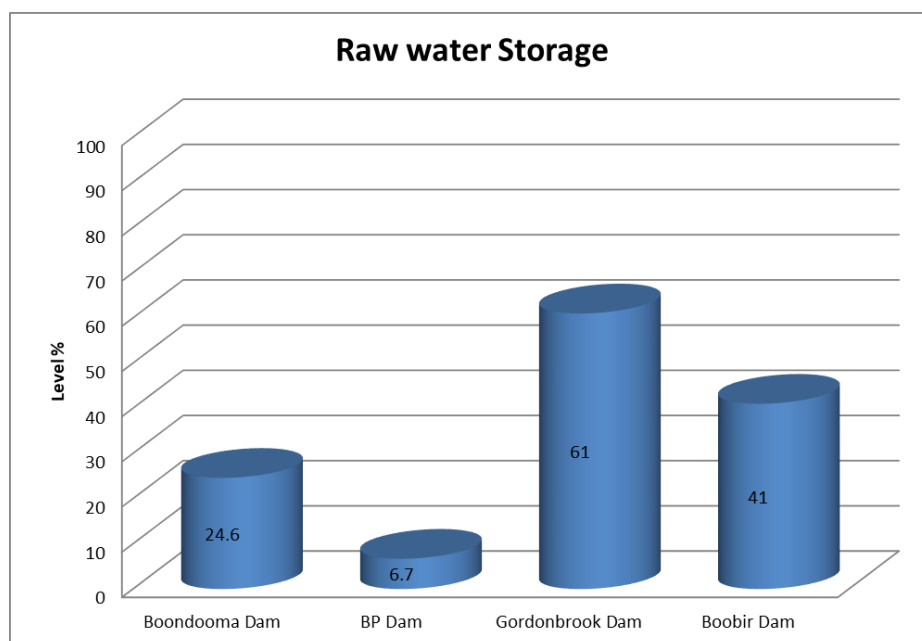
BACKGROUND

South Burnett Regional Council as a water service provider is obligated to manage demands with storage volumes. The level of restrictions is to be determined scheme by scheme basis and not cause unnecessary community hardship.

The Water Restriction Policy provides a number of trigger points that officers will monitor and evaluate.

Both the Barker Barambah and Boyne River Tarong SunWater supply schemes have met triggers for level four (4) restrictions for storage levels, however, current scheme consumption is in line with level three (3) restrictions. Should consumption exceed 160 litres/person/day for more than five (5) days or allocations be reduced, this would trigger level four (4) restrictions. Both Schemes high priority allocation remains at 100%.

The below graph shows that Boondooma Dam volume is 24.6% capacity and BP dam is volume is 6.7% capacity



With a predicted wet Spring and potentially wet Summer, Council officers will continue to monitor and evaluate monthly.

ATTACHMENTS

Nil

7.3 WIDE BAY BURNETT URBAN WATER ALLIANCE (WBBUWA) UPDATE**File Number: 06-10-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Wide Bay Burnett Urban Water Alliance (WBBUWA) Update

SUMMARY

With the formation of the Wide Bay Burnett Urban Water Alliance (WBBUWA), the group has been actively working on preparing potential and delivering projects that will benefit all water suppliers in the Wide Bay Burnett area.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council notes the Wide Bay Burnett Urban Water Alliance (WBBUWA) Update for information.

BACKGROUND

The Wide Bay Burnett Urban Water Alliance (WBBUWA) meets every three (3) months, with the recent meeting held on 10 September 2021. All previous Council's that formed part of the WBBROC Water group have since formally adopted to become members of the WBBUWA, with the group also now having regular attendance from and participation with Cherbourg Aboriginal Shire Council.

The current list of projects considered by WBBUWA are provided in attachment one (1) and listed as proposed, currently underway or not supported at the present time. To move proposed project into action will require applicable funding arrangements. These will come from either Council budgets if they wish to participate (for example the Sewer Relining projects), the QWRAP funding program, or other funding source that are available and for which specific projects are submitted and granted funding accordingly.

ATTACHMENTS

1. **Current List of Proposed Projects**  

Table 1: Proposed Projects

P	ID	TITLE	Description	Strategic Alignment	Actions/Status	Councils	Bid-pool
4.25	C	Water quality (e.g. THM) chemical trials	SBRC is undertaking research into THM production from spikes of Fe and Mn influencing Cl concentrations. NBRC and Gympie could be interested in a common project.	Water quality improvement is an integral element of all councils DWQMPs and improvement programs. These chemical trials are of specific interest to SBRC and Gympie but are relevant to numerous councils around Qld.	Work with Steve to form a proposal with NBRC and talk to Pete about Gympie’s involvement.	NBRC & Gympie	
4	D	GIS asset confirmation/ geo-referencing	Analysis of current asset georeferencing will be reviewed for gaps and accuracy and a plan developed to update the current databases. This project seeks to establish a common baseline for underpinning asset data for condition and criticality assessment across the WBB region.	Commenced in NBRC and aligned with other branches of Council as asset registers are modernised and digitised.	Follow-up with Shaun, Steve and Darren.	NBRC, SBRC, Cherbourg	
3.75	E	Professional Development e.g. AM Leadership	Investigate available offerings through IPWEA (Professional Cert and CAMA CPAM (Assessor), EACELM and Asset Institute. Develop a program to build regional leadership in this critical area	Fits with council’s broader training plans across other internal divisions but provides a W&S focus.	Build a plan and project proposal with Narelle.	All	
3.75	F	Full Cost Recovery Pathways	Develop a program to support transparency of full costs-to-serve. To commence with a review of current cost recovery and any gaps. Incorporate a common definition for Levels of Service for water security, customer service and supply reliability etc.	Aligns with National guidelines and recommendations of the Productivity Commission. Recommended follow-on from earlier WBBROC review.	Commence with review of initial WBBROC (QWRAP) review of cost recovery and price pathways.	All	
3.5	G	DWQMP regional streamlining	A past QWRAP project reviewed the region’s DWQMPs and prioritised opportunities for future alignment and joint approaches to common issues. Currently DWQMPs are out of sync: - NBRC due end of June 21 - Gympie review in November - Bundaberg planning to review risks - Cherbourg approved last week but needs update to reflect new plant - SBRC ? Interest in alignment of common risks and operationalising DWQMPs (e.g. a “Safety Plan”)	Optimisation and regional collaboration on a mandated regulatory plan.	Begin a scope of works to address common challenges identified in the past review and the current DWQMPs.	All	

			noting this has already been achieved to greater or lesser extent by WBB councils.				
3.75	H	Asset Condition Assessment	Align programs for engineering condition assessment and investigate mechanism for better integration with financial condition assessment processes.	Aligns with council's plans for asset monitoring to address infrastructure cliff risks.	Share learnings from current engineering condition assessments and revisit next year.	All	
3.38	L	SCADA alignment and integration	Investigate joint service/procurement arrangements, information sharing.		Get 2 paragraph summary from each council to be shared on Zoho.	All	
	M	Towards Regional Service Standards	Progress towards selected 'regional service standards'. Examples could include fire flows, mech/elec standards, pump stations, water security, restriction levels. It was agreed common Restrictions (not Triggers) should be commenced as a trial project.		Compile and compare current restriction levels across WBB councils.	All	
	N	WBB Circular Economy Demonstration	<p>Communications on past and currently underway W&S-related projects to highlight the strengths of the region and assist with planning future work related to the circular economy. Potential topics:</p> <ul style="list-style-type: none"> • FCRC plantation recycling. • NBRC rock filter innovation. • Bundy diversion of load to Thaebeban (which has reuse) and Rubyanna • Gympie STP augmentation • SDRC Nereeda treatment technology (first in Australia) • Solar energy supplies (FCRC, Gympie – STP (see SWIMLocal) , Rubyanna – provides significant proportion) • Gympie beach STPs, 10 years ago, • Sludge recycling Gympie (Arkwood) • Bundy land application and Rubyanna to Arkwood • NBRC (four golf courses) <ul style="list-style-type: none"> o Biosolids recycling at FC to agriculture. 	Outputs: factsheet, stewardship map?	Seek information on examples from councils and develop outline of proposed product.	All	

Table 2: Underway/Commenced Projects

P	ID	TITLE	Description	Strategic Alignment	Actions/Status	Councils	Bid-pool
4.75		Criticality Assessment	FCRC was involved in the initial development of a tool to assist in assigning criticality ratings to W&S assets which is currently being tested in other regions as a QWRAP research project. Other councils including Bundaberg are considering future criticality assessment processes.	Aligns with council's plans for asset monitoring to address infrastructure cliff risks.	Already underway at some councils, continue and expand if desired.	FCRC, Bundaberg	No
4.5		Regional training	The successful Water Industry Worker training program commenced by the WIM Alliance was successfully continued in the WBB region and recently extended to June 2022 (again coordinated through the WIM Water Alliance. WBB councils remain heavily involved.	Aligns with council strategies for internal capacity development as well as State strategies for building regional capacity and capabilities.	Include update in each agenda to monitor progress. Councils to inform Rob or Carlie Sargent if anything is amiss between meetings.	Bundaberg, NBRC, SBRC, Cherbourg	Yes
		Joint Sewer Relining	Joint BoR bid is possible but will need internal approval from each council. Bids open on 22 nd September	Ongoing project originally initiated through QWRAP and developed into a successful (unfunded) BAU project. Short-listed for an AWA Innovation award but ultimately unsuccessful in 2021.	All councils to advise whether they wish to participate in a joint BOR bid for relining by 22 nd September.	Bundaberg, NBRC, FCRC, Gympie, SBRC	No

Table 3: Projects not supported at this time

P	ID	TITLE	Description	Actions/Status
3.5	I	Definition for Levels of Service		Strongly supported but included in F
3.5	J	Non-revenue water management		Review at a later date (after alignment of water restriction levels)
3.5	K	Load studies on the Mary and Burnett Catchment systems		No longer considered necessary as it has been shown that STPs are <3% of total catchment loads to the GBR.
low		Emerging Contaminants Monitoring (CQU proposal)	Proposal from CQU to monitor for contaminants of emerging concern downstream of STP discharges. Some councils have strong reservations and others are not prepared to join this project yet. However, SBRC are already undertaking some internal monitoring and FCRC are still considering the proposal.	No of interest at present.

7.4 BUILDING OUR REGIONS GUIDELINES AND TIMING**File Number: 06-10-2021****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

Building Our Regions Round Six (6) Guidelines and Timing.

SUMMARY

Building our Regions Round Six (6) guidelines have been released and Water Security is the main focus for this round. The maximum contribution from the State is \$2M and Council's contribution is completely voluntary.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council receives and notes the report on the Building Our Regions Round Six (6) Guidelines and timing and considers both the Gordonbrook off-stream storage and Mt Wooroolin Projects as shovel ready projects for this round of funding.

BACKGROUND

Council's Water and Wastewater Department is currently preparing both the Gordonbrook off-stream storage and Mt Wooroolin Reservoir projects to be shovel ready. Earthworks, hydraulic modelling and finalisation of structural design are in progress. Land acquisitions and consultations are progressing.

Gordonbrook Offsite Storage is required to hold four (4) weeks' redundancy for Boondooma Raw water supply. This will safeguard water quality for the Kingaroy water supply by allowing consistent blended raw water. This will no longer require the treatment plant to switch to 100% Gordonbrook raw water supply.

Mt Wooroolin Reservoir is required to increase the storage capacity of the Kingaroy Scheme. This will ensure the reliability during periods of high daily demands, and firefighting capacity.

Below is a break down of the key dates for construction projects:

Date	Event
8 September 2021	Guidelines released
29 September 2021 to 23 November 2021	Expressions of interest stage
5 January 2022 to 19 April 2022	Detailed application stage
From late June 2022	Successful detailed applications advised
15 February 2023	Last date for construction to commence

ATTACHMENTS

1. **Building Our Regions Round Six (6) Guidelines** [↓](#) 

Department of Regional Development, Manufacturing and Water

Building Our Regions

Round 6 Program Guidelines

Version 1.1 (updated 17 September 2021)



Queensland
Government

Building Our Regions

Department of Regional Development, Manufacturing and Water

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Version 1.1 last updated 17/09/2021

SECURITY CLASSIFICATION

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Glossary

Business case – sets out the problem or opportunity, considers options, analyses costs, benefits, and risks for the purpose of supporting an investment decision.

Building Our Regions – refers to Round 6 of the Queensland Government's Building Our Regions Program.

Construction commencement – construction is considered to commence when physical changes are made to the project site or when works commence on another site (e.g. manufacture/fabrication of major project components) as agreed with the Queensland Government.

Construction projects – for the purposes of this grant program a construction project includes the construction of new infrastructure, upgrades, extensions or replacements of existing infrastructure. It also includes works projects such as a supervisory control and data acquisition (SCADA) systems, reticulation infrastructure and investments in technology or digital systems that improve operation and efficiency.

Detailed Application – The 2nd stage of the application process for a construction project. Successful applicants from the EOI stage will be invited to submit a Detailed Application.

Department – State of Queensland as represented by the Queensland Government Department of State Development, Infrastructure, Local Government and Planning. The administrators of the program who will answer queries etc.

Expression of Interest (EOI) – The initial stage of the application process for a construction project.

Grant Program – Building Our Regions Round 6.

Liveability- For the purposes of the guidelines, and in respect of water supply and sewerage services, liveability refers to a collection of physical factors that together are considered basic requirements for the residents of a locality/community to maintain their health and feeling of wellbeing about their lifestyle in that locality/community (esp. in comparison with similar localities/ communities).

Local Government – 'an elected body that is responsible for the good rule and local government of a part of Queensland' and as further defined under the [Queensland Local Government Act 2009](#).

Program – Building Our Regions Round 6.

Project – a project includes the entire scope of works identified in the application and commencing from the project start date through to project completion, e.g., for a construction project this includes identified pre-construction activities (e.g. tendering), construction related activities and commissioning.

Planning projects – include studies that: establish the linkage between service delivery needs and critical infrastructure requirements; underpin works that enhance performance of water supply or sewerage services; and provide clear direction on the long-term sustainable operation and management of the whole of service.

Planning project application – the single stage application for planning projects.

Regional Queensland –includes all areas of the State that are outside of South East Queensland.

State – the State of Queensland.

Sewerage infrastructure – "sewerage means a sewer, access chamber, vent, engine, pump, structure, machinery, outfall or other work used to receive, store, transport or treat sewage." As defined in *Water Supply (Safety and Reliability) Act 2008*.

Water Supply Infrastructure – includes pipelines, structures, bores, electrical and mechanical equipment and works.

Water Service Provider – For the purposes of this Grant Program a "Water Service Provider" is defined as a Local Government that is registered as a Water Service Provider and/or a Sewerage Service Provider under the *Water Supply (Safety and Reliability) Act 2008*.

1.0 Introduction

Round 6 of the Building Our Regions Program provides \$70 million in funding for Regional Local Governments to improve their water supply and sewerage systems.

To date, Building Our Regions has approved over \$348 million towards 271 projects across 67 regional Local Governments - generating significant economic development in regional communities across Queensland.

This additional round of Building Our Regions will help drive new water supply and sewerage infrastructure projects to improve water security, enhance drinking water quality and help to improve business sustainability of Queensland's regional water service providers. This Program also aims to support jobs in manufacturing and technology and underpin the social, economic, and environmental well-being of regional communities.

This Program forms part of the Queensland Government's Economic Recovery Plan and complements other funding programs such as the Indigenous Councils Critical Infrastructure Program (ICCIP), Works for Queensland Program (W4Q), 2020-21 COVID Works for Queensland Program and 2019-2021 Local Government Grants and Subsidies Program (LGGSP).

The Department of Regional Development, Manufacturing and Water administers the [Water Supply \(Safety and Reliability\) Act 2008](#) which provides the framework for regulating water service provider performance, and for providing recycled water and drinking water quality.

In Queensland, water and sewerage services are delivered to towns and cities predominantly by Local Governments. There are 75 service providers across the State, 67 of these are located outside of South East Queensland, each with varying capacity and capability to deliver these essential services.

This document sets out the guidelines for Round 6 of Building Our Regions (Building Our Regions).

2.0 Program overview

2.1 Program aim

Building Our Regions Round 6 will provide funding to improve safe, reliable and sustainable water supply and sewerage systems that help drive priority investments in Regional Queensland. Funding available through Building Our Regions Round 6 will support the delivery of fit for place and fit for purpose water supply and sewerage solutions, taking into account the community's ability to pay, the Local Government's workforce and financial capacity, as well as climate change.

This funding will contribute significantly to aiding regional Local Governments in meeting their regulatory obligations under the *Water Supply (Safety and Reliability) Act 2008* and *Environmental Protection Act (1994)* to ensure safe and reliable services for their communities, now and into the future.

Funding will be targeted toward managing current and emerging drinking water quality, water supply security, asset management (water and sewerage), water efficiency, network and distribution system water, and sewerage service-related issues and risks. It is important that this funding supports long term solutions that are well planned and appropriate to the issue or risk being addressed.

Funding available through Building Our Regions aims to deliver job-creating construction projects in regional communities that improves liveability (as defined in the Glossary), economic conditions, promotes innovation and protects the natural environment.

Building Our Regions is comprised of two streams:

- i) Funding for construction and works projects that are ready to commence construction or works by 15 February 2023. Please refer to the Glossary for a definition of construction projects.
and
- ii) Funding for scoping, planning, cost benefit analysis or feasibility assessment in order to identify the most effective solution.

2.2 Program objectives

Building Our Regions will fund both of the following:

- i) Eligible construction projects that improve water and sewerage services that:
 - support the sustainability of water services in regional communities;
 - improve the liveability and amenity of regional communities through improved essential services;
 - support regional economic development and contribute to the creation of new ongoing employment opportunities;
 - align with regional industry and economic development priorities;
 - deliver collaborative regional priority infrastructure; and
 - support the development of new industries or the expansion of established industries in the regions.
- ii) Planning projects that will inform decision making about the optimum solution to address a water or sewerage solution service issue.

To support these Program objectives, Regional Local Governments are encouraged to consider projects that:

- allow for regional activities or joint Local Government or co-operative models for the water and sewerage business;
- are a priority for improving regulatory compliance;

- demonstrate they are effective and appropriate to the issue or risk being addressed;
- are well planned and scoped to determine priority water and sewerage service needs;
- once constructed or implemented, can be operated by the Local Government on an ongoing basis;
- account for costs associated with operating and maintaining the Project / asset over its lifespan; and
- help address existing skills, staff attraction or retention challenges through innovation, digitisation or automation uptake.

2.3 Program funds

Funding of \$70 million is available through the Program over three financial years.

Funding is categorised into three funds based on water service provider size as determined by number of connections (defined below). Funding not used in each category will be made available to the remaining categories.

Funding is available through three funds as follows:

- Large Service Provider Fund – \$12 million. These service providers deliver water and sewerage services in Regional Queensland, have between 25,000 and 100,000 connections, and are mainly located along Queensland's east coast (see Figure 1 below).
- Medium Service Provider Fund – \$10 million. These service providers deliver water and sewerage services in Regional Queensland, have between 10,000 and 25,000 connections, and are located along the east coast as well as inland.
- Small and Very Small Service Provider Fund – \$48 million. These service providers deliver water and sewerage services in regional and remote Queensland, have up to 10,000 connections.
 - \$12 million (of this \$48 million) will be provisionally allocated for planning projects.

These service providers are identified in Figure 1: Location of Water and Sewerage Service Providers (by size).

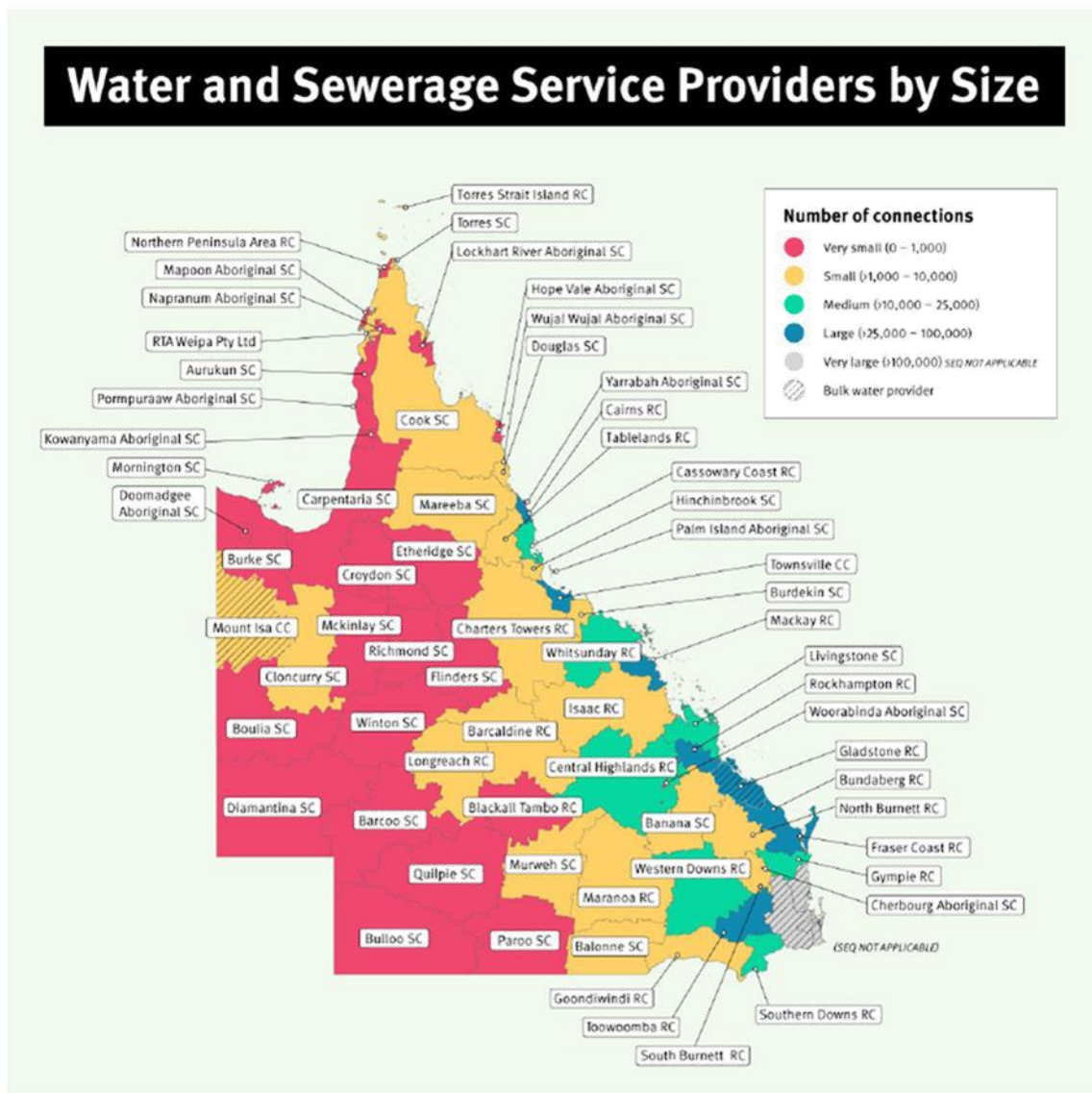


Figure 1: Location of Water and Sewerage Service Providers (by size)

Tables detailing Local Government eligibility and the minimum and maximum Queensland Government funding contributions and co-contributions based on service provider categories are shown in Table 1 and Table 2 below.

Building Our Regions

Department of Regional Development, Manufacturing and Water

Table 1: Planning projects: funding eligibility, minimum and maximum funding limits and co-contribution

Funding eligibility, Minimum and Maximum funding limits and co-contributions		Very Small and Small Service Providers	Medium Service Providers	Large Service Providers
Planning projects	Eligible to apply	Yes	No	No
	Minimum Queensland Government Co-Contribution	Not applicable	Not applicable	Not applicable
	Maximum Queensland Government Co-Contribution	\$300,000	Not applicable	Not applicable
	Maximum Queensland Government % Co-Contribution	Voluntary contributions to planning projects are encouraged from applicant Local Governments.	Not applicable	Not applicable

Table 2: Construction projects: funding eligibility, minimum and maximum funding limits and co-contribution

Funding eligibility, Minimum and Maximum funding limits and co-contributions		Very Small and Small Service Providers	Medium Service Providers	Large Service Providers
Construction projects	Eligible to apply	Yes	Yes	Yes
	Minimum Queensland Government Co-Contribution	\$100,000	\$100,000	\$100,000
	Maximum Queensland Government Co-Contribution	\$2,000,000	\$2,000,000	\$2,000,000
	Maximum Queensland Government % Co-Contribution	Voluntary contributions to construction projects are encouraged from applicant Local Governments.	50%	40%

3.0 Program requirements

Building Our Regions Round 6 has two classes of eligible projects: construction projects and planning projects. Examples are provided in **Appendix 5**.

a) Eligible Local Governments are invited to submit applications for construction projects for water supply and sewerage infrastructure that will create and sustain long-term jobs and support improvement in the liveability and economic conditions of regional communities.

b) Eligible Local Governments are invited to submit planning projects for water supply and sewerage infrastructure:

- that have the potential to contribute to economic growth, jobs and liveability; and
- where additional project planning documentation is required to support investment decisions.

Funding decisions for construction projects will be made following a two-stage application and assessment process comprised of:

- an expression of interest (EOI) stage; and
- a Detailed Application stage for shortlisted projects.

Funding decisions for planning projects will be made following a single stage application and assessment process.

3.1 Construction projects

Please refer to the Glossary for a definition of construction projects.

3.1.1 Mandatory requirements

All construction EOIs and Detailed Applications must:

- be submitted by the advertised closing date;
- be for a single eligible construction or works project (refer to section 3.1.3.1)
- seek Building Our Regions funding within the range available for the eligible water service provider size category (refer to **Appendix 1**);
- provide copies of all mandatory documents for the Detailed Application stage (refer to section 5.2.1.2);
- provide evidence of the critical need for the project, as identified in, for example:
 - Drinking Water Quality Management Plan – Improvement Plan;
 - water supply security strategy (including network improvements reducing network losses);
 - asset management documentation (including works to improving system operations);
 - sewerage management planning documentation;
- be for the construction of a project that will be included in the asset base used to calculate Local Government's water and wastewater pricing – and signed off by Local Government's chief financial officer.
- commence construction by 15 February 2023.

Construction project checklists are detailed in **Appendix 2**.

3.1.2 Construction project applicant eligibility

To be eligible for funding under Building our Regions, an applicant must be:

- a local government body constituted under the Queensland *Local Government Act 2009* or Weipa Town Authority; and
- identified in **Appendix 1** Eligible Local Governments.

Eligible Local Governments have been allocated to one of three categories based on their size as a water service provider (as determined by number of connections) and are eligible only under that category (refer Section 2.3 and **Appendix 1**).

Regional collaboration is encouraged. Where two or more Local Governments seek to apply for a single project, one eligible Local Government must be identified as the lead partner and take responsibility for contract management and project delivery if it is allocated Building Our Regions funds.

Local Governments are encouraged to work with local organisations such as chambers of commerce, economic development organisations, industry groups and local businesses to progress infrastructure projects that will provide enduring economic outcomes for the local community.

3.1.3 Construction project eligibility

3.1.3.1 Eligible construction projects

Please see **Appendix 5** for examples of eligible projects.

To be eligible for funding for a construction project, an application must:

- be consistent with the objectives of Building Our Regions;
- be for the construction of a water supply or sewerage system infrastructure project that addresses:
 - water supply security (including recycled water for non-potable uses);
 - water loss mitigation;
 - water quality improvement;
 - water for use in hydrogen projects or other priority manufacturing sectors; or
 - sewage collection and treatment;
- have final construction/engineering design, certified (if required) by an RPEQ, available at time of Detailed Application submission (determining the need, or otherwise, for RPEQ certification is the responsibility of the Local Government);
- have either a direct community or public health benefit or a direct economic benefit to an industrial or commercial development;
- help deliver regulatory outcomes relating to drinking water quality management, water supply security or a sewerage service; and
- have no outstanding land tenure issues (including native title) yet to be resolved at the time of Detailed Application submission.¹

Construction projects include construction of new infrastructure as well as the upgrade, extension or replacement of existing infrastructure.

3.1.3.2 Ineligible construction projects

Ineligible construction projects include:

- projects (including pre-construction activities) that have already commenced, or are intended to commence prior to official notification of funding approval;

¹ Exceptions may apply and must be agreed to in writing by the Department prior to submission.

- projects that will primarily benefit a single private sector commercial operator;
- projects that should be funded by private developers;
- state infrastructure projects that would usually be funded through the normal business of Queensland Government agencies;
- multiple projects that are not interdependent but have been submitted in a single application;
- construction projects that have approved funding from an earlier round of Building Our Regions;²
- splash parks, water-ski parks, swimming pool or similar recreational water facilities projects;
- treatment plant solids disposal;
- projects submitted by Local Governments for Building Our Regions that have previously secured any other Queensland Government or Federal Government grant or scheme funding for the same stage of the same project; and
- projects that will only undertake repair or maintenance of existing infrastructure.

3.1.4 Construction project costs

Local Governments will be responsible for all ineligible project costs and any eligible project costs over and above the approved funding amount. Local Governments will also be responsible for meeting any project cost increases that occur over the course of delivering an approved project.

Approved Building Our Regions funding may only be applied towards 'eligible project costs'.

3.1.4.1 Eligible construction project costs

For construction projects, eligible project costs include:

- construction costs including:
 - all site works required as part of the construction; and
 - the costs of construction-related labour, materials and equipment hire;
- costs of conducting a tender for construction of the approved works;
- project management costs including remuneration of Local Government technical, professional and/or administrative staff for time directly related to managing the construction of approved works, but excluding executive duties and overhead charges; and
- costs of purchase and installation of fixed plant and equipment required to fully commission the infrastructure.

Costs associated with roadworks activities may be considered for funding during assessment of applications but only where such activities are:

- a direct part of an eligible project (e.g., restoring a road surface over a trench excavated for pipelaying); or
- temporary and required due to lack of existing suitable access to a site to construct the project; or
- permanent and solely for the water service provider's ongoing access to the completed project infrastructure.

3.1.4.2 Ineligible construction project costs

Ineligible project costs for construction projects include:

- costs incurred prior to the Project Start Date identified in the signed Project Funding Agreement, including any otherwise eligible expenditure;
- land acquisition (or land contribution costs);
- feasibility or planning studies;
- conceptual or final designs;

² Applications for subsequent stages of a previously funded project are eligible to apply for Building Our Regions funds.

- statutory fees and charges or any costs associated with obtaining regulatory and/or development approvals;
- legal expenses;
- temporary works other than those required to enable completion of the proposed project;
- official opening expenses (including permanent signage that acknowledges the Queensland Government's Building Our Regions investment);
- ongoing costs for Local Government administration, operation, maintenance or engineering;
- remuneration of employees for work not directly related to the approved project;
- overhead charges for internal council costs, e.g., stores, plant and equipment;
- vehicle purchasing;
- vehicle leasing, unless directly required for construction (and only to that extent), e.g., water trucks, excavators;
- portable assets e.g., computers, furniture, desks, whitegoods;
- preparation of a Building Our Regions application or associated supporting material.

The above list identifies the most common examples of ineligible costs and is not intended to be comprehensive.

3.2 Planning projects

3.2.1 Mandatory requirements

Mandatory requirements for all planning project applications are that they must:

- be submitted by the advertised closing date;
- be for an eligible planning project (refer to section 3.2.3.1);
- be seeking Building Our Regions funding within the range available for the eligible Local Government's size category (refer to **Appendix 1**);
- identify the need for the project, for example identified in:
 - Drinking Water Quality Management Plan – Improvement Plan;
 - water supply security strategy (including network improvements reducing network losses);
 - asset management documentation (including works to improving system operations);
 - sewerage management planning documentation.

Planning project checklists are detailed in **Appendix 3**.

3.2.2 Planning project applicant eligibility

To be eligible for funding under Building Our Regions, an applicant must be:

- a local government body constituted under the Queensland *Local Government Act 2009* or Weipa Town Authority;
- located in Regional Queensland (see Glossary for definition of Regional Queensland); and
- a Very Small or Small water service provider as identified in **Appendix 1** Eligible local Governments.

Eligible Local Governments have been allocated to one of three categories based on their size and are eligible only under that category (refer Section 2.3 and **Appendix 1**).

3.2.3 Planning project eligibility

3.2.3.1 Eligible planning projects

To be eligible for funding for a planning project, an application must:

- be consistent with the objectives of Building Our Regions; and
- engage an appropriately qualified professional service provider to develop:
 - final/detailed construction/engineering design for an eligible construction project type; or
 - a project business case (including associated supporting design specifications and documentation) for an eligible construction project type to provide better clarity about investment decisions.

Projects that will update or further develop existing detailed designs or project business cases may also be submitted.

It should be noted that completion of a Building Our Regions funded planning project:

- is not a pre-requisite for consideration of future Queensland Government funding; and
- does not commit the Queensland Government to progress or fund further planning or provide funding for the delivery of an infrastructure project.

3.2.3.2 Ineligible planning projects

- Ineligible planning projects include those:
 - that have approved funding from the Maturing the Infrastructure Pipeline Program;³
 - ready for construction, or for which construction has commenced; and
 - that are already fully funded from another source.⁴

3.2.4 Planning project costs

3.2.4.1 Eligible planning project costs

For planning projects, eligible project costs include:

- professional third-party service provider fees (excluding the service provider's administrative or overhead costs), for delivery of the funded activity;
- project management costs e.g., technical or professional advisor fees (third party);
- costs of conducting a tender for the funded activity; and
- any other costs deemed eligible by the Department.

3.2.4.2 Ineligible planning project costs

Ineligible project costs for planning projects include:

- costs incurred prior to the Project Start Date identified in the signed Project Funding Agreement, including any otherwise eligible expenditure;
- costs incurred for activities conducted after construction commencement;
- marketing and advertising advice or services;
- legal advice;
- administrative or operational advice;
- operational planning or business planning advice not directly related to the project;

³ Applications for subsequent stages of a previously funded project would potentially be eligible, e.g., previously funded project business case progressing to final design.

⁴ Partial funding or co-contributions from the State or Commonwealth government is acceptable.

- ongoing costs for Local Government administration, operation, maintenance or engineering;
- remuneration of employees for work not directly related to the approved project;
- overhead charges for internal Local Government costs, e.g., stores, plant and equipment; and
- preparation of a Building Our Regions application or associated supporting material.

The above list identifies the most common examples of ineligible costs and is not intended to be comprehensive.

3.3 Other eligibility requirements

3.3.1 Detailed Application scope of works

If invited to submit a Detailed Application, the fundamental elements of the infrastructure to be constructed must remain unchanged from the expression of interest stage. Significant changes to the proposed scope of works may result in a Detailed Application being ineligible.

3.3.2 Project contingencies

To cover any unforeseen expenditure or price rises, all Building Our Regions applications can include a maximum 15 per cent contingency allowance on top of their total project expenditure.

The total estimated project cost for Building Our Regions projects is the project expenditure plus the contingency.

This amount should then be used to work out the Building Our Regions funding required and the necessary applicant contribution along with any additional financial contributions from other sources.

Should contingency costs above 15 per cent be included, they must be funded solely from the Local Government's financial co-contribution. Contingency amounts over 15 per cent assigned to Building Our Regions funding will, if the project is successful, result in any Building Our Regions funding approval being reduced by an equivalent amount.

4.0 Funding arrangements

Successful applicants will be required to execute a Project Funding Agreement with the State.

The State has no obligation to provide Project Funding to an applicant until a Project Funding Agreement has been executed by the applicant and the State. Successful applicants should not make financial commitments until all necessary documents have been finalised and executed.

The Project Funding Agreement will set out the arrangements for payment of Project Funding to a successful applicant in accordance with the Milestone Schedule in the Project Funding Agreement.

Further details about Conditions of Funding are set out below and in section 9.0.

4.1 Approved construction projects

Local Governments that successfully secure funding will be required to ensure that the resulting infrastructure continues in operation or use, as per its intended purpose at the time of application, for a period of at least 10 years after the project's completion.

In most cases it is expected that the Local Government will own the land on which the funded infrastructure is to be constructed. If the applying Local Government does not own or have control over the land for the purpose of constructing, operating and maintaining the infrastructure, the Local Government will be required to enter into a formal arrangement with the landowner to guarantee access for these purposes, prior to submitting a Detailed Application.

It is also expected that the Local Government authority will own and operate the funded infrastructure. If this is not the case, the Local Government will be required to enter into a formal arrangement (such as an enterprise works agreement) with the intended owner/operator to guarantee the continued operation of the infrastructure, to the satisfaction of the Department, prior to the commencement of construction.

4.2 Project savings

Building Our Regions funding will be provided to reimburse the actual eligible project costs of the approved project. If actual total project costs at project completion are less than the estimated total project cost (as identified in the Project Funding Agreement), the difference between these two amounts will be considered project savings.

If an approved project has contributions from the Local Government or a third party, project savings will be apportioned between the contributors as per the ratio of the approved funds to the estimated total project cost.

The Building Our Regions funding for the project may therefore be reduced by the Department by the amount of project savings apportioned to Building Our Regions funding. Should the Local Government have received milestone payments that exceed the Building Our Regions share of total project costs after savings are apportioned, the Local Government will be required to refund the relevant amount to the Department within 60 days of the project completion date.

4.3 Program evaluation

All funded projects will be monitored and evaluated by the Department to ensure Building Our Regions is achieving the program aim and objectives.

Successful applicants must comply with the reporting and audit obligations outlined in these program guidelines and the Project Funding Agreement.

5.0 Application process

5.1 Key dates

Table 3: Key dates

Key Dates	Key Activity/Action
Construction projects	
8 September 2021	Guidelines released
29 September 2021 – 23 November 2021	Expression of interest stage
5 January 2022 – 19 April 2022	Detailed Application stage
From late June 2022	Successful Detailed Applications advised
15 February 2023	Last date for construction to commence
Planning projects	
17 November 2021 – 21 December 2021	Planning applications open
From late June 2022	Successful planning applications advised
30 July 2022	Earliest project start date (e.g. release of tender)

Dates are indicative and Local Governments will be informed if there is a change.

5.2 How to apply

Funding under Building Our Regions is awarded through a competitive application assessment process.

Construction and planning project applications and all required supporting documentation, must be received by the relevant closing dates.

Local Government requests to change the project, EO1 or Detailed Application after the closing date will not be accepted and the State is under no obligation to allow a Local Government to provide any additional information. However, if a Local Government discovers an error after submitting an EO1 or Detailed Application, contact the Building Our Regions program team promptly at Buildingourregions@dsdilgp.qld.gov.au.

The Chief Executive Officer of the Local Government is responsible for ensuring that the application is complete and accurate.

5.2.1 Construction projects

5.2.1.1 Expressions of interest (EOI)

Eligible Local Governments submitting an EOI will be required to complete an EOI application and:

- provide any documentation (evidence) that supports statements made in the EOI;
- read and accept the council acknowledgement prior to submitting the EOI (refer to **Appendix 4**); and
- assign a priority to each EOI if multiple EOIs are submitted.

Applicants will be notified in writing of the assessment outcome of their projects and those with shortlisted construction projects will be invited to submit a Detailed Application for further consideration.

Feedback will be made available to applicants on request. Feedback on shortlisted projects will be given priority to assist in preparation of Detailed Applications.

5.2.1.2 Detailed Application

Detailed Applications will only be required where a Local Government has had a construction project shortlisted at the EOI stage.

If invited to submit a Detailed Application, the fundamental elements of the infrastructure to be constructed must remain unchanged from the expression of interest stage. Significant changes to the proposed scope of works may result in a Detailed Application being ineligible.

Eligible Local Governments submitting a Detailed Application will be required to;

- complete the Detailed Application and provide the following mandatory documentation:
 - a detailed project plan – the template is available on the Building Our Regions website;
 - project Gantt chart or detailed delivery/works schedule showing timeframes for all project stages up to and including project completion;
 - a cash flow forecast in Excel format – the template is available on the Building Our Regions website;
 - either a Cost Benefit Analysis (for projects with a total project cost of over \$500,000) or a Benefits Assessment (for projects with a total project cost up to and including \$500,000) – the templates are available on the Building Our Regions website;
 - if applicable, letters confirming any financial and in-kind contributions from other parties, including details of the amount of funding and any conditions attached to the funding—all funding must be confirmed at the time of submission;
 - evidence that there are no land ownership/access issues including native title to resolve;⁵
 - a copy of the final construction/engineering design certified (if required) by an RPEQ;
 - CVs for all key personnel identified in the Detailed Application including the Project Manager;
 - confirmation from the Local Government's chief financial officer that any assets funded under the program will be included in the asset base used to calculate Local Government's water and wastewater pricing;
- provide any additional documentation (evidence) that supports statements made in the Detailed Application;
- read and accept the Local Government acknowledgement prior to submitting the Detailed Application (refer to **Appendix 4**); and
- assign a priority to each Detailed Application submitted.

Applicants will be notified in writing of the assessment outcome for their Detailed Applications. Those with successful applications will be contacted in due course by the Department about developing a Project Funding Agreement.

⁵ Exceptions may apply and must be agreed to in writing by the Department prior to submission.

Feedback will be available to all applicants on request.

5.2.2 Planning projects

Eligible Local Governments submitting a planning project will be required to complete the planning project application and:

- provide any documentation (evidence) that supports statements made in the application;
- assign a priority to each application if multiple applications are submitted; and
- read and accept the Local Government acknowledgement prior to submitting the application (refer to **Appendix 4**).

Applicants will be notified in writing of the assessment outcome for their planning project application. These may not be communicated until after funding decisions are made for construction projects. Those with successful planning project applications will be contacted in due course by a Queensland Government representative about developing a Project Funding Agreement. Feedback will be available to all applicants on request.

5.2.3 Evidence and supporting information

Local governments will be expected to provide substantive documentary evidence to support statements made in their EOIs, Detailed Applications and planning project applications. Evidence should be directly relevant to the project, be from a credible source and be relatively recent.

For supporting evidence to be considered it should be properly referenced in responses provided. References to evidence should include the document name or attachment number, and the section or page numbers. Failure to properly reference supporting evidence may result in supporting evidence not being considered during assessment.

5.2.4 Application guidance

Enquiries about the program may be directed to buildingourregions@dsdilgp.qld.gov.au. All enquiries will be responded to in writing via email.

Local governments are welcome to engage with their local Department of State Development, Infrastructure, Local Government and Planning regional office to seek guidance on alignment of their application with the Building Our Regions Program Guidelines. Contact information for these offices can be found at www.statedevelopment.qld.gov.au/about-us/contact-us.

6.0 Assessment

Applications will be assessed against the assessment criteria detailed below. Applicant and project due diligence will also be undertaken for each project submitted at the Detailed Application stage.

Local governments will be notified in writing of the outcome for their submissions on completion of each stage of the application process. Feedback will be offered to Local Governments on request.

6.1 Construction project assessment criteria

All responses should include both quantitative and qualitative information.

6.1.1 Expression of interest assessment

Assessment criterion 1 — Project demand / critical need (weighting 100 per cent)

Applicants will be assessed on their ability to address the following:

- the project demand/critical need;
- issues the proposed project seeks to address;
- how the proposed project will address the issues identified;
- other options which were considered (where applicable);
- consequences for the local/regional economy, industry and community if action is not taken;
- stakeholder (business, industry and community) recognition of demand for the project;
- how local businesses will contribute toward delivery of the proposed project and potential creation of new jobs; and
- demonstrate the readiness of the project to commence by the proposed start date.

6.1.2 Construction Detailed Application assessment

Assessment criterion 1 — Project demand / critical need (weighting 25 per cent)

The application should provide detailed information on:

- the project demand/critical need;
- how the project aligns with a stated need identified by the Local Government or the State;
- issues the proposed project seeks to address;
- how the proposed project will address the issues identified;
- consequences for the local/regional economy, industry and community if action is not taken; and
- stakeholder (business, industry and community) recognition of demand for the project.

Assessment criterion 2 - Proposed solution (weighting 25 per cent)

The application should provide detailed information about:

- why the proposed infrastructure is the most appropriate course of action and what alternatives have been analysed;
- how the project will take advantage of identified opportunities to improve the liveability and amenity of the local community;
- incorporation of environmentally sustainable processes and materials in the construction of the infrastructure or works;
- how the project will benefit and provide opportunities for the local community, local industry and create jobs;

- feasibility of delivering the project within the identified budget and timeframes, including experience in delivering similar construction projects; and
- stakeholder (business, industry and community) support for the proposed infrastructure.

Assessment criterion 3 — Value for money/project benefits (weighting 25 per cent)

The application should provide detailed information about:

- direct and indirect construction related economic benefits that are expected to be realised by the project (including jobs created or supported);
- work packages that local businesses that could potentially bid for;
- direct and indirect ongoing economic benefits that are expected to be realised by the project;
- other direct and indirect benefits, including social and environmental benefits, that are expected to be realised by the project;
- ongoing operational and maintenance costs of the infrastructure and the capacity of the Local Government to fund these costs over the life of the infrastructure; and
- the proportion of financial contributions to the project from the applicant and third-party contributions over and above any mandatory requirement.

The Cost Benefit Analysis or Benefits Assessment (as required depending on total project cost) is the primary source of information for this criterion. The information provided in the Cost Benefit Analysis or Benefits Assessment should include both quantitative and qualitative information about the direct and indirect benefits.

There is no mandatory co-contribution required by Very Small and Small service providers. However, co-contributions are encouraged to demonstrate Local Government's commitment to the project and will be considered during assessment against the 'value for money' criterion.

Assessment criterion 4 – Readiness to construct (weighting 25 per cent)

The application should provide:

- a project plan, including a plan showing key activities, stages, milestones and deliverables;
- an assessment of the availability of materials, plant, equipment and labour;
- details on the necessary regulatory approvals granted or the dates on which they are expected to be granted;
- details on proposed project procurement methodology and timeframes; and
- evidence of land access arrangement and agreements, where relevant.

Due diligence (pass or fail)

Due diligence will be undertaken on both the applicant Local Governments and submitted projects, and outcomes will inform project assessments. This process will consider a range of factors including, but not limited to:

- financial capacity;
- management capability, including how the project will be delivered and evidence of appropriate technical expertise;
- identified project risks and mitigation strategies; and
- the Local Government's experience in delivering infrastructure projects.

Local governments may be asked to provide further information to inform the due diligence process.

6.2 Planning project assessment criteria

All responses should include both quantitative and qualitative information.

Assessment criterion 1 — Project demand (weighting 100 per cent)

The application should provide detailed information on:

- the critical need for the project relating to current performance and future demand on the service;
- issues the project seeks to investigate including those identified through previous investigations, reviews, or audits;
- the consequences for the local/regional economy, industry, and community if this project is not undertaken;
- how the project will align with local, State, or regional policies or initiatives; and
- readiness to commence the project / go to tender.

6.3 Assessment process

Assessment and moderation of Building Our Regions applications will be undertaken by the Department in consultation with the Department of Regional Development, Manufacturing and Water and Department of Environment and Science. The assessment process includes consultation with other relevant Queensland Government agencies. Assessments are then referred to an Advisory Committee for consideration and to make recommendations to the Minister. The Advisory Committee will be comprised of senior Queensland government officials.

Recommendations for shortlisting of construction project EOIs will be made to a sub-group of the Advisory Committee for consideration and recommendation to the Minister.

Recommendations for approval of construction project Detailed Applications and planning project applications will be made to the full Advisory Committee for consideration and final recommendation to the Minister.

Due diligence

Due diligence will be undertaken on applicant Local Governments and outcomes will inform project assessments. Local governments may be asked to provide further information for this purpose.

7.0 Communications

7.1 Communications with the media

All media enquiries or public announcements relating to the Building Our Regions will be coordinated and handled by the Department's media team.

Applicants must seek and obtain the State's approval before contacting or responding to the media in connection with announcements of successful or unsuccessful applications for funding support under or in connection with the Grant Program.

As far as practicable, all media and communications will be undertaken jointly, by Queensland Government and Local Governments with successful applicants.

7.2 Confidentiality, privacy and use of information

The State will maintain controls in relation to the management of confidential information provided by applicants.

Applicants should specifically mark any information the applicant considers to be confidential.

During the application, assessment and approval process, an applicant must keep confidential its application/s and its dealings with the State about its application/s but may make disclosures if required by law or to its representatives or advisors who are under an obligation of confidentiality. An applicant must also keep confidential any information designated by the State as confidential.

The State may disclose information, including confidential information, of or provided by an applicant:

- to its representatives and advisors for any purpose;
- to any government agency or authority and its representatives and advisors, including for the purpose of assessing and verifying such information;
- to comply with or meet applicable standards of accountability of public money or established government policies, procedures or protocols; or
- if required to be disclosed by law.

The State intends to publicly disclose the names of applicants, information about projects, the amount of funding granted to each successful applicant and details about the anticipated economic outcomes and benefits of successful projects.

Personal information collected as part of the application and assessment process will be used by the State and disclosed to third parties for purposes in connection with the assessment of applications (and if an application is successful, in connection with administration of any subsequent agreement). The State will otherwise deal with personal information provided to it in accordance with the *Information Privacy Act 2009*.

For audit purposes, the State is required to retain applications and other supplied supporting material. Successful applications will be retained for seven years and unsuccessful applications retained for two years.

7.3 Complaints

The decision in relation to an application is final and may not be appealed. If, however, an applicant has any concerns in relation to the application or assessment process, an applicant may raise their concerns in writing by contacting Buildingourregions@dasilgp.qld.gov.au.

All questions about decisions on applications for the Grant Program must be lodged in writing to: Buildingourregions@dasilgp.qld.gov.au.

Building Our Regions

Department of Regional Development, Manufacturing and Water

Enquiries about Building Our Regions can be directed to the Department via email to Buildingourregions@dsdilgp.qld.gov.au.

General information on the Building Our Regions program is available at the [Building Our Regions Round 6 webpage](#).

8.0 Terms and conditions

In these terms and conditions, a reference to:

- An application means an application (or relevant part of an application) made to the Grant Program, and includes an EOI, a Detailed Application and any other supporting or additional information in whatever form provided by the applicant in connection with its EOI or Detailed Application.
- Guidelines is a reference to these Building Our Regions Round 6 Program Guidelines.

8.1 Reservation of rights

Despite any provision of these Guidelines to the contrary, the Department reserves the right to administer the Grant Program and conduct the process for the assessment and approval of applications to the Grant Program in such manner as the Department thinks fit, in its absolute discretion.

Without limiting the above paragraph, the Department retains all rights and powers to make all decisions and actions in order to achieve the program objectives and the Department reserves the right, in its absolute discretion and at any time, to:

- (i) change the structure, procedures, nature, scope or timing of, or alter the terms of participation in the process or overall Grant Program (including submission and compliance of applications), where in such circumstances notice will be provided to applicants;
- (ii) consider or accept, or refuse to consider or accept, any application which is lodged other than in accordance with these Guidelines or is lodged after the relevant date for lodgement, or which does not contain the information required by these Guidelines or is otherwise non-conforming in any respect;
- (iii) vary or amend the eligibility or assessment criteria;
- (iv) take into account any information from its own and other sources (including other Government agencies and other advisors);
- (v) accept or reject any application, having regard to these Guidelines, the eligibility criteria, the assessment criteria or any other item, matter or thing which the Department considers relevant, including the limitations on the funds available for the Grant Program;
- (vi) give preference by allocating weighting to any one or more of the eligibility criteria or assessment criteria over other criteria;
- (vii) seek clarifications or additional information from or provide clarifications or additional information to any applicant, or to negotiate or deal with or seek presentations or interviews from any applicant;
- (viii) conduct due diligence investigations in respect of any applicant and subject applications to due diligence, technical, financial and economic appraisals;
- (ix) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an application or provide any additional information;
- (x) terminate the further participation of any applicant in the application process;
- (xi) terminate or reinstate the Grant Program or any process in the Grant Program;
- (xii) not proceed with the Grant Program in the manner outlined in these Guidelines, or at all;
- (xiii) allow the withdrawal or addition of an applicant after the closing date; and
- (xiv) take such other action as it considers in its absolute discretion appropriate in relation to the Grant Program processes.

Where, under these Guidelines, it is stated that the Department may exercise a right or discretion or perform any act or omit to perform any act, then unless stated otherwise the State may do so at its sole and absolute discretion

and will not be required to act, or be restrained from acting, in any way or for any reason nor to take into account the interests of any third party (including an applicant).

8.2 No relationship

The Department's obligations in connection with the application process are limited to those expressly stated in these Guidelines.

Subject to clause 8.7, no contractual or legal relationship exists between the Department and an applicant in connection with the Grant Program, these Guidelines or the application process or any stage of the Grant Program.

An applicant, or its representatives:

- (i) has no authority or power, and must not purport to have the authority or power to bind the Department or the State, or make representations on behalf of the Department or the State;
- (ii) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint venture with the Department or the State; and
- (iii) must not represent to any person that the Department or the State is a party to the proposed project other than as a potential funder, subject to the competitive application process detailed in these Guidelines.

8.3 Participation at applicant's cost

Each applicant participates in the application process at its own cost and risk.

To the extent permitted by law, no applicant will have any claim of any kind whatsoever against the Department (whether in contract, tort (including negligence), equity, under statute or otherwise) arising from or in connection with:

- (i) any costs, expenses, losses or liabilities suffered or incurred by the applicant in preparing and submitting its application (including any amendments, requests for further information by the Department, attendance at meetings or involvement in discussions) or otherwise in connection with the Grant Program;
- (ii) the Department at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with the Grant Program; or
- (iii) any of the matters or things relevant to its application or the Grant Program in respect of which the applicant must satisfy itself under these Guidelines.

Without limiting the above paragraph, if the Department cancels or varies the Grant Program at any time or does not select any applicant following its assessment of the applications, or does (or fails to do) any other thing referred to under clause 8.1 of these Guidelines, no applicant will have any claim against the Department arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its application or otherwise in connection with or in relation to (whether directly or indirectly) the Grant Program.

8.4 Non-exhaustive

These Guidelines have been prepared to give potential applicants background information in relation to the Grant Program, and do not contain all of the information that applicants may require in reaching decisions in relation to whether or not to submit an application. Applicants must form their own views as to what information is relevant to such decisions.

Applicants must make their own independent investigations of the information contained or referred to in these Guidelines. Applicants must obtain their own independent legal, financial, tax and other advice in relation to information in these Guidelines, or otherwise made available to them, during the application process.

The Department accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the information provided by it in connection with the Grant Program or interpretations placed on that information by applicants.

8.5 Intellectual property

Any intellectual property rights that may exist in an application will remain the property of an applicant or the rightful owner of those intellectual property rights. Any part of an application considered to contain intellectual property rights should be clearly identified by an applicant.

The applicant grants to the Department (and will ensure relevant third parties grant) a non-exclusive, royalty free and irrevocable licence to use and reproduce the intellectual property for the purpose of administering the Grant Program.

8.6 Law

These guidelines are governed by the laws applicable in Queensland.

8.7 Acceptance

By submitting an application, each applicant:

- (a) warrants to the Department that the information contained in its application is accurate and complete as at the date on which it is submitted and not by omission misleading, and may be relied on by the Department in assessing the application;
- (b) undertakes to promptly advise the Department if the applicant becomes aware of any change in circumstances which causes the information contained in its application to become inaccurate or incomplete in a material respect;
- (c) acknowledges that the Department will rely on the above warranty and undertaking when evaluating the application;
- (d) acknowledges that the Department may elect to remove an application at any stage as a result of material changes to the information presented in its application;
- (e) acknowledges that the Department may suffer loss or damage if the applicant breaches the above warranty and undertaking; and
- (f) is taken to have accepted these Guidelines, including these terms and conditions.

9.0 Conditions of funding

9.1 Funding agreements

Local Governments accepting offers of financial assistance through the Grant Program will be required to execute a Project Funding Schedule under the applicant's Head Funding Agreement with the Department to form a Project Funding Agreement. It is intended that Project Funding Schedules will be executed within three months of the funding announcement for both construction and planning projects.

The Project Funding Agreement will set out the arrangements for payment of Project Funding to a successful applicant in accordance with a Milestone Schedule set out in the Project Funding Agreement. Other conditions will include (without limitation) those listed in section 4.0 of these guidelines and those set out below.

9.1.1 GST requirements

Generally, provision of Building Our Regions funding to Local Governments is not considered a taxable supply and so GST is not applicable.

9.2 Local Government resolution

Prior to the Department executing the Project Funding Agreement, the Local Governments will be required to provide a resolution that it has budgeted its financial contribution to the project, is committed to delivering the approved project, and acknowledges responsibility for any funding shortfall if costs or other contributors change.

9.3 Funding acknowledgement and branding

Local Governments that receive funding through the Building Our Regions program are required to appropriately acknowledge the Queensland Government's contribution.

This should include acknowledgement of State funds in all publicly made statements, websites, other appropriate promotional materials and documentation, and Local Government applications regarding the approved projects.

The Department requires any media announcements or other publicly made statements to be provided in draft form for approval prior to release. The Department or the Minister may wish to collaborate with the Local Government on joint media announcements or statements.

9.4 Project reporting

9.4.1 Progress and completion reporting

The Project Funding Agreement will specify requirements for the submission of Project Progress Reports and a Project Completion Report. Templates for these reports will be provided by the Department.

Project Progress Reports will require the Local Government to provide information about progress in delivering the approved project including details of any delays or risks, project expenditure and financial contributions received, regulatory approvals, implementation of signage requirements, evidence of funding acknowledgement and project-related media, and other requirements as determined by the Department.

Project Completion Reports will require the Local Government to provide an overview of the approved project's delivery including actual project dates, budget and costs, regulatory approvals, photographs of completed works and signage, evidence of funding acknowledgement and project-related media, and other requirements as determined by the Department.

9.4.2 Project benefits reporting

To fully capture how Building Our Regions Round 6 funding is making a real difference in regional communities, Local Governments that secure funding are required to complete a benefits report for each project. This report should highlight the economic benefits of the project, along with any social and environmental benefits that will be realised.

The Project Benefits Report will build on the project benefits identified in the application process and include both quantitative and qualitative data. This information will establish anticipated benefits when the project commences and be updated with realised benefits once complete. Ongoing benefits monitoring requirements following project completion may also be required.

Departmental officers will provide guidance to Local Governments in developing these reports.

9.5 Financial acquittal

The Department may review payments made under Building Our Regions to ensure compliance with the funding agreement. In such instances, the Local Government must be able to provide documentation that supports claims for Building Our Regions funding, including invoices, remittance advices and transaction listings. These reviews do not limit the State's broad audit rights.

9.6 Delivery

9.6.1 Confirmation of ownership

In certain circumstances, a construction project may be approved for funding where the Local Government will not:

- own the land upon which the infrastructure will be built;
- own and operate the resulting infrastructure.

In these cases, Local Governments must have obtained and must maintain all relevant permissions or agreements in order to ensure that:

- the Local Government has the right to access the land in order to construct, operate and maintain the proposed infrastructure – evidence of this must first be provided with submission of a Detailed Application;
- the infrastructure will be operated in accordance with its intended purpose at the time of application for a period of not less than 10 years – evidence of this must be provided prior to construction commencement.

9.6.2 Construction

Approved projects must commence construction no later than 15 February 2023.

Construction is considered to commence when physical changes are made to the project site or when works commence on another site agreed with the Department.

9.6.2.1 Local industry content

The Queensland Government is committed to maximising local content through greater participation of capable local industry in major government procurements.

As the maximum Queensland Government funding contribution toward individual projects for this Program is \$2 million, it is not a mandatory requirement for Recipients to meet the Queensland Government's Charter for Local Content's principles. However, the use of local content identified within a Project's supply chain will be viewed favourably.

10.0 Appendices

Appendix 1: Eligible Local Governments

Local Governments eligible to apply, through the relevant service provider size category, are as follows:

Large Service Provider Fund (25,000 to 100,000 connections)			
Bundaberg Regional Council	Cairns Regional Council	Fraser Coast Regional Council	Gladstone City Council
Mackay Regional Council	Rockhampton Regional Council	Toowoomba Regional Council	Townsville City Council
Medium Service Provider Fund (10,000 to 25,000 connections)			
Cassowary Coast Regional Council	Central Highlands Regional Council	Gympie Regional Council	Livingstone Shire Council
Southern Downs Regional Council	Western Downs Regional Council	Whitsunday Regional Council	
Very Small & Small Service Provider Fund (Up to 10,000 connections)			
Aurukun Shire Council	Balonne Shire Council	Banana Shire Council	Barcaldine Regional Council
Barcoo Shire Council	Blackall-Tambo Regional Council	Boulia Shire Council	Bulloo Shire Council
Burdekin Shire Council	Burke Shire Council	Carpentaria Shire Council	Charters Towers Regional Council
Cherbourg Aboriginal Shire Council	Cloncurry Shire Council	Cook Shire Council	Croydon Shire Council
Diamantina Shire Council	Doomadgee Aboriginal Shire Council	Douglas Shire Council	Etheridge Shire Council
Flinders Shire Council	Goondiwindi Regional Council	Hinchinbrook Shire Council	Hope Vale Aboriginal Shire Council
Isaac Regional Council	Kowanyama Aboriginal Shire Council	Lockhart River Aboriginal Shire Council	Longreach Regional Council
Mapoon Aboriginal Shire Council	Maranoa Regional Council	Mareeba Shire Council	McKinlay Shire Council
Mornington Shire Council	Mt Isa City Council	Murweh Shire Council	Napranum Aboriginal Shire Council
North Burnett Regional Council	Northern Peninsula Area Regional Council	Palm Island Aboriginal Shire Council	Paroo Shire Council

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Pompuraaw Aboriginal Shire Council	Quilpie Shire council	Richmond Shire Council	RTA Weipa Pty Ltd (Weipa Town Authority)
South Burnett Regional Council	Tablelands Regional Council	Torres Shire Council	Torres Strait Island Regional Council
Winton Shire Council	Woorabinda Aboriginal Shire Council	Wujal Wujal Aboriginal Shire Council	Yarrabah Aboriginal Shire Council

Appendix 2: Construction projects

10.1.1 EOI eligibility checklist

Requirement		Yes	No
Project type	Is the project eligible (refer section 3.3 Project eligibility)?	<input type="checkbox"/>	<input type="checkbox"/>
One project per application	Is the application for only one project? Or, if not, are all the projects interdependent?	<input type="checkbox"/>	<input type="checkbox"/>
Funding amount	<p>Is the funding sought within the relevant funds' limits?</p> <ul style="list-style-type: none"> • Large Service Provider Fund – \$12 million. These service providers deliver water and sewerage services in Regional Queensland (i.e. outside SEQ), have between 25,000 and 100,000 connections, and are mainly located along Queensland's east coast (see Appendix 1) • Medium Service Provider Fund – \$10 million. These service providers deliver water and sewerage services in Regional Queensland, have between 10,000 and 25,000 connections, and are located along the east coast as well as inland. • Small and Very Small Service Provider Fund – \$48 million. These service providers deliver water and sewerage services in regional and remote Queensland, have up to 10,000 connections. 	<input type="checkbox"/>	<input type="checkbox"/>
Project dates	Is construction scheduled to commence on or before 15 February 2023?	<input type="checkbox"/>	<input type="checkbox"/>
	Has construction commenced at the time of application?	<input type="checkbox"/>	<input type="checkbox"/>
	Is construction scheduled to commence prior to the earliest anticipated approval date?	<input type="checkbox"/>	<input type="checkbox"/>

10.1.2 Detailed Application eligibility checklist

Requirement		Yes	No
Project type	Is the project eligible (refer section 3.3 Project eligibility)?	<input type="checkbox"/>	<input type="checkbox"/>
One project per application	Is the application for only one project? Or, if not, are all the projects interdependent?	<input type="checkbox"/>	<input type="checkbox"/>
Funding amount	<p>Is the funding sought within the relevant funds' limits?</p> <ul style="list-style-type: none"> • Large Service Provider Fund – \$12 million. These service providers deliver water and sewerage services in Regional Queensland (i.e. outside SEQ), have between 25,000 and 100,000 connections, and are mainly located along Queensland's east coast (see Appendix 1) • Medium Service Provider Fund – \$10 million. These service providers deliver water and sewerage services in Regional Queensland, have between 10,000 and 25,000 connections, and are located along the east coast as well as inland. • Small and Very Small Service Provider Fund – \$48 million. These service providers deliver water and sewerage services in regional and remote Queensland, have up to 10,000 connections. 	<input type="checkbox"/>	<input type="checkbox"/>
Project dates	Is construction scheduled to commence on or before 15 February 2023?	<input type="checkbox"/>	<input type="checkbox"/>
	Has construction commenced at the time of application?	<input type="checkbox"/>	<input type="checkbox"/>
	Is construction scheduled to commence prior to the earliest anticipated approval date?	<input type="checkbox"/>	<input type="checkbox"/>
Project scope	<p>Is the project scope still fundamentally the same as in the shortlisted EOI?</p> <p>Note: minor changes in scope are allowable, but the fundamentals of what will be built or delivered should remain unchanged.</p>	<input type="checkbox"/>	<input type="checkbox"/>
Mandatory attachments	Have all mandatory attachments been prepared provided?	<input type="checkbox"/>	<input type="checkbox"/>

10.1.3 EOI attachments

Mandatory attachments

- Nil

Additional/optional attachments

- Mapping files – for GIS spatial mapping purposes, please attach either an ESRI Shape File or MapInfo Tab File for this project site if available – please attach ALL file layers
- Copies of all supporting documents referred to and relied on as evidence in the application form (unless web addresses/hyperlinks have been provided in the relevant response field)

10.1.4 Detailed Application attachments

Mandatory attachments

- Detailed Project Plan (refer to template)
- Project Gantt Chart or Detailed Delivery/Works Schedule showing timeframes for all project stages up to and including project completion
- Project Cash Flow (refer to template)
- Cost Benefit Analysis or Benefits Assessment (one required based on total project cost- refer to templates)
- Documentation demonstrating that all land related issues (such as ownership, tenure, native title, etc) are finalised
- Copy of final/detailed construction/engineering design for the project
- If applicable: Letters from other contributors confirming financial contributions
- CVs for all Key Personnel identified in the Detailed Application including the Project Manager
- Confirmation from the council's chief financial officer that any assets funded under the Program will be included in the asset base used to calculate council's water and wastewater pricing.

Additional/Optional attachments

- Additional documentation supporting project readiness such as detailed project costings, tender documents, etc
- Mapping files – for GIS spatial mapping purposes, please attach either an ESRI Shape File or MapInfo Tab File for this project site if available – please attach ALL file layers.
- If the Local Government will not own, operate and maintain the infrastructure: supporting documentation demonstrating the current status of negotiations with the proposed owner/operator
- Copies of all supporting documents referred to and relied on as evidence in the application form (unless web addresses/hyperlinks have been provided in the relevant response field)

Appendix 3: Planning projects

10.1.5 Eligibility checklist

Requirement		Yes	No
Project type	Is the project eligible (refer section 3.3 Project eligibility)?	<input type="checkbox"/>	<input type="checkbox"/>
One project per application	Is the application for only one project? Or, if not, are all the projects interdependent?	<input type="checkbox"/>	<input type="checkbox"/>
Funding amount	Is the funding sought \$300,000 or less?	<input type="checkbox"/>	<input type="checkbox"/>
Project dates	Is the project scheduled to start after the earliest anticipated approval date?	<input type="checkbox"/>	<input type="checkbox"/>

10.1.6 Planning project attachments

Mandatory attachments

- If applicable: Letters from other contributors confirming financial contributions.

Appendix 4: Local Government Acknowledgement

Prior to submitting an application, the Local Government Chief Executive Officer will be required to accept the following:

I have read and understood the Building Our Regions Round 6 Program guidelines and the Building Our Regions Funding acknowledgement guidelines.

I declare that I am authorised by the applicant to submit this application for funding which the applicant has endorsed and on behalf of the applicant, I:

- a. acknowledge that submission of an application does not guarantee funding approval for all or part of the funding sought;
- b. authorise the Department to assess the application and undertake due diligence activities, including sharing information with program stakeholders and other government agencies;
- c. warrant to the Department that the information contained in the application is accurate and complete as at the date on which it is submitted and not by omission misleading, and may be relied on by the Department in assessing the application;
- d. undertake to promptly advise the Department if the applicant becomes aware of any change in circumstances which causes the information contained in the application to become inaccurate or incomplete in a material respect;
- e. acknowledge that the Department will rely on the above warranty and undertaking when evaluating the application;
- f. acknowledge that the Department may elect to remove an application at any stage as a result of material changes to the information presented in the application;
- g. acknowledge that the Department may suffer loss or damage if the applicant breaches the above warranty and undertaking; and
- h. accept the Building Our Regions Round 6 Program guidelines, including the terms and conditions.

Privacy Notice: the Department is collecting personal information as part of the application and assessment process for the Building Our Regions Round 6 Grant Program and it will be used by the Department and disclosed to third parties for purposes in connection with the assessment of applications (and if an application is successful, in connection with administration of any funding agreement). The Department will otherwise deal with personal information provided to it in accordance with the *Information Privacy Act 2009*.

Signature: _____

Name: _____

Date: _____

Appendix 5: Examples of eligible projects

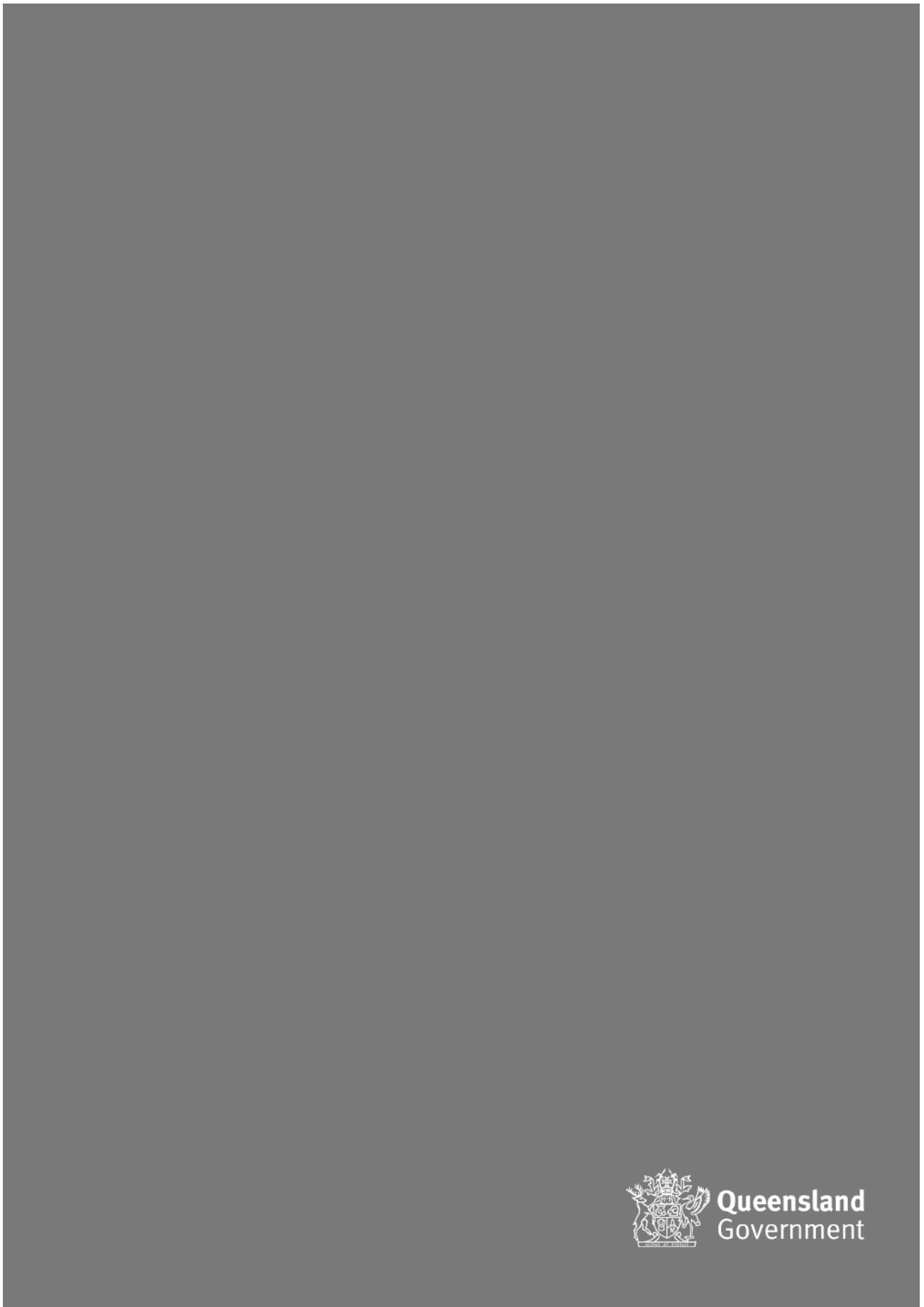
Eligible projects include, but not limited to:

Sewerage Services

- Augmentation/ upgrades / replacement of infrastructure from the wastewater treatment plant including the treatment plant and disposal of the treated effluent, for example:
 - treatment works;
 - distribution of treated wastewater; or
 - beneficial wastewater re-use / recycling.
- Augmentation / upgrades / replacement to components of sewerage system that will reduce operating costs and/or extend the service life (i.e., both capacity and physical life) of existing infrastructure), for example:
 - reducing (non-sewage) inflow/infiltration to the sewer network (e.g., sewer replacement);
 - reducing pump station overflows;
 - improving asset management and system reliability; or
 - digital, automated, or innovative systems or processes (helps address skills deficit for remote Queensland Local Governments).
- Sewerage planning projects related to the above.

Water Supply Services

- Augmentation / upgrades / replacement of infrastructure from the source to the treatment plant then to the first distribution reservoir, for example:
 - new source of supply / enhancement of existing surface water and groundwater supplies;
 - treatment works; or
 - pump stations, rising mains, and delivery main.
- Augmentation / upgrades / replacement of components of water supply systems that will reduce operating costs, improved safety, reliability, and sustainability and/or extend the service life (i.e., both capacity and physical life) of existing infrastructure, for example:
 - system peak demand/fire-fighting capacity (i.e., reservoirs, variable speed pumpstations, etc);
 - reducing leakage / losses from the water supply network (e.g., pressure management projects, mains replacement, smart water networks);
 - reducing risks to drinking water quality;
 - improving system management, monitoring and control;
 - improving asset management and system reliability; or
 - digital, automated, or innovative systems or processes (helps address skills deficit for remote Queensland Local Governments).
- Water supply planning projects related to the above.
- Water for use in hydrogen projects or other priority manufacturing sectors.



8 QUESTIONS ON NOTICE

8.1 QUESTIONS ON NOTICE

File Number: 06-10-2021

Author: Personal Assistant Infrastructure

Authoriser: Chief Executive Officer

The following questions on notice were received at the Infrastructure Standing Committee Meeting held on Wednesday, 1 September 2021.

Questions

1. Has there been any further discussions with stakeholders in relation to the heavy vehicle movements around Kingaroy CBD?
2. KTP Silky Oak factsheet to be distributed and Landscape Architect can address the October Infrastructure Standing Committee meeting. Silky Oak planting to be put on hold.
3. When was the last time Council did significant maintenance to Cherbourg Road?
4. At what stage is the planning and funding for the renewal of road and park infrastructure on the Walter Road entry into Kingaroy from the Taabinga School through to Somerset Street? And What arrangements are being put in place to divert livestock traffic away from Haly Street Kingaroy and when is this planned to occur?

Responses

1. Responses are contained in the attachments of the report.

RECOMMENDATION

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

ATTACHMENTS

1. **October Infrastructure Questions on Notice Responses** [↓](#) 

Infrastructure's Questions on Notice

- (Q1) Has there been any further discussions with stakeholders in relation to the heavy vehicle movements around Kingaroy CBD?**

Officers are organising discussions between industry, operators and road managers to understand heavy vehicle requirements around the South Burnett. This discussion will allow officers to further understand the current methods of travel and how this can be optimised to benefit industry and public safety on our roads.

- (Q2) KTP Silky Oak factsheet to be distributed and Landscape Architect can address the October ISC meeting. Silky Oak planting to be put on hold.**

Factsheet information can be found in the October KTP signature tree alternative Report.

- (Q3) When was the last time Council did significant maintenance to Cherbourg Road?**

Maintenance activities that have been undertaken over the past five (5) years on Cherbourg Road, Murgon are estimated at being \$48,000. This excludes flood restoration works.

These maintenance activities consist of sealed pavement repairs and routine slashing.

- (Q4) At what stage is the planning and funding for the renewal of road and park infrastructure on the Walter Road entry into Kingaroy from the Taabinga School through to Somerset Street? And What arrangements are being put in place to divert livestock traffic away from Haly Street Kingaroy and when is this planned to occur?**

Discussions between Mayor Divisional Councillors and Council Staff have commenced and ongoing discussions are planned with the date to be confirmed.

Planning for improved livestock traffic management in Kingaroy Is part of current deliberations as referred to in questions one (1).

9 CONFIDENTIAL SECTION

10 CLOSURE OF MEETING