



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Infrastructure Standing Committee Meeting Wednesday, 2 March 2022

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

Date: Wednesday, 2 March 2022

Time: 9.00am

**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 2 FEBRUARY 2022

File Number: 02/03/2022

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Infrastructure Standing Committee Meeting held on 2 February 2022 be received.

ATTACHMENTS

- 1. Minutes of the Infrastructure Standing Committee Meeting held on 2 February 2022**



MINUTES

Infrastructure Standing Committee Meeting

Wednesday, 2 February 2022

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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, 2 FEBRUARY 2022 AT 9.23AM**

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), Ged Brennan (Acting General Manager Infrastructure), Mark Watt (Acting General Manager Community), Kevin Searle (Manager Works), James D'Arcy (Manager Infrastructure Planning), Tim Low (Manager Water & Wastewater), Steve Carroll (Engineer Water & Wastewater), Kerri Anderson (Manager Finance), Carolyn Knudsen (Manager Corporate Services), Lynelle Paterson (Coordinator Executive Services)

1 OPENING

The Mayor opened the meeting with the Lords Prayer and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

4 DECLARATION OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE INFRASTRUCTURE STANDING COMMITTEE MEETING HELD ON 1 DECEMBER 2021**

COMMITTEE RESOLUTION 2022/117

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

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

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

Against: Nil

CARRIED 7/0

5.1.1 QUESTION ON NOTICE - KUMBIA FACILITIES

Question on notice from Cr Duff:

Cr Duff requested an update on her Question on Notice from the December Infrastructure Standing Committee Meeting.

When is the community consultation taking place in relation to the redesign of Apex Park Kumbia, possible relocation of overnight motorhome and camping to the sportsground, heavy vehicle/truck decoupling and parking bay facilities, and will the divisional Councillor be involved in that?

Report to be provided to the next Infrastructure Standing Committee Meeting.

6 PORTFOLIO – ROADS & DRAINAGE**6.1 ROADS AND DRAINAGE PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2022/118

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 7/0

6.1.1 QUESTION ON NOTICE - BITUMEN RESEAL PROGRAM

Question on notice from Cr Duff:

Has the chamber been presented with a list of the roads being resealed in that program?

A list will be provided at the next Infrastructure Standing Committee Meeting of the roads completed and the roads left to complete.

6.1.2 BLACKBUTT CBD

RESOLVED 2022/119

Report to the next Standing Committee in relation to the Blackbutt CBD project including the budget and timing of the project.

6.2 MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD TUESDAY 14 DECEMBER 2021

COMMITTEE RESOLUTION 2022/120

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Council receive and note the attached minutes and recommendations of the Traffic Advisory Committee held Tuesday, 14 December 2021.

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

Against: Nil

CARRIED 7/0

6.2.1 QUESTION ON NOTICE - TAYLORS ROAD SIGNAGE

Question on notice from Cr Duff:

Are we proceeding with the Taylors Road signage and that Council is going to provide the signage for Taylors Road and DTMR to provide the signage for the Bunya Highway. Where is that at?

More information will be provided at the April Infrastructure Standing Committee.

6.2.2 QUESTION ON NOTICE - TANDURINGIE BRIDGE

Question on Notice from Mayor Otto

Mayor Otto requested that Tanduringie Bridge be placed on the next Traffic Advisory Committee agenda regarding placing solar powered flashing electronic signage as a warning there is a single land bridge ahead.

6.3 2022/23 ADVANCED DESIGN PROGRAM

COMMITTEE RESOLUTION 2022/121

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That Council note that Infrastructure Planning are programming the 2022/23 Advanced Design Program for detailed delivery in the 2021/22 Financial Year for information.

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

Against: Nil

CARRIED 7/0

Attendance:

At 10:37 am, Cr Kirstie Schumacher left the meeting.

At 10:39 am, Cr Kirstie Schumacher returned to the meeting.

6.4 STORMWATER DRAINAGE RESPONSIBILITY AND MAINTENANCE

COMMITTEE RESOLUTION 2022/122

Moved: Cr Kathy Duff
Seconded: Cr Roz Frohloff

That this report on stormwater drainage responsibility be noted.

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

Against: Nil

CARRIED 7/0

6.5 KINGAROY-BURRANDOWAN ROAD - SINGLE LANE SEALED SECTION

COMMITTEE RESOLUTION 2022/123

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That a workshop be held during May in relation to priority Local Roads Regional Significance (LRRS).

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

Against: Nil

CARRIED 7/0

Attendance:

At 11.21am, Acting General Manager Mark Watt left the meeting.

6.6 LANIGAN ROAD NANANGO - DUST ISSUE

COMMITTEE RESOLUTION 2022/124

Moved: Cr Roz Frohloff
Seconded: Cr Danita Potter

That the information be noted, and the report be brought to the April Standing Committee meeting.

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

Against: Nil

CARRIED 7/0

7 PORTFOLIO - LDMG, WATER & WASTEWATER**7.1 LOCAL DISASTER MANAGEMENT, WATER AND WASTEWATER PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2022/125

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

Against: Nil

CARRIED 7/0**8 QUESTIONS ON NOTICE****8.1 QUESTIONS ON NOTICE**

COMMITTEE RESOLUTION 2022/126

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

Against: Nil

CARRIED 7/0**8.1.1 QUESTION ON NOTICE - TOWN ENTRY SIGNAGE**

Question on notice from Cr Potter:

Where are we at regarding painting the backs of the new town entry signage?

9 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2022/127

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

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

9.1 Assessment of Tender SBRC 21/22-05 Design and Construct of Pump Station Switchboard Upgrade

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

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

Against: Nil

CARRIED 7/0

COMMITTEE RESOLUTION 2022/128

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 7/0

9.1 ASSESSMENT OF TENDER SBRC 21/22-05 DESIGN AND CONSTRUCT OF PUMP STATION SWITCHBOARD UPGRADE

COMMITTEE RESOLUTION 2022/129

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee Meeting discussion be noted and the matter be discussed at the February Ordinary Council Meeting in accordance with Resolution 2022/375.

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

Against: Nil

CARRIED 7/0

10 CLOSURE OF MEETING

The Meeting closed at 1.07pm.

The minutes of this meeting were confirmed at the Infrastructure Standing Committee Meeting held on 2 March 2022.

.....
CHAIRPERSON

6 NOTICES OF MOTION

6.1 NOTICE OF MOTION - COUNCIL ROADSIDE SLASHING AND SPRAYING AUDIT

File Number: 02-03-2022

I, Councillor Brett Otto, give notice that at the next Infrastructure Standing Committee Meeting of Council to be held on 2 March 2022, I intend to move the following motion:

MOTION

That the committee recommend to council that:

The South Burnett Regional Council commission an audit of Council's roadside slashing and spraying programs with a report to be furnished to the May 2022 Infrastructure Standing Committee Meeting.

RATIONALE

Council's new corporate plan states - IN3 - Continue to provide and **investigate options to improve slashing and spraying programmes on state and local road networks.**

The roadside slashing and spraying program plays a significant role in road safety across the state and local sealed road networks. Council has allocated significant funding for these programs in addition to the funding allocated under the DTMR RMPC.

The condition of our sealed network roadsides as to slashing, spraying around guide posts and signs and intersection maintenance is observed to be an ongoing issue including when compared to neighbouring regions.

The audit will consider the issues and provide recommendations to address corporate plan IN3.

Proposed scope of independent audit

- In relation to roadside slashing and spraying, to review and report on:
 - budget allocation;
 - expenditure against budget;
 - RMPC contract delivery;
 - effectiveness of works programming and service delivery;
 - private contractor arrangements, value for money and effectiveness;
 - alternative options for service delivery.

CORPORATE PLAN

IN3 - Continue to provide and investigate options to improve slashing and spraying programmes on state and local road networks.

I commend this Notice of Motion to Council.

ATTACHMENTS

Nil

6.2 NOTICE OF MOTION - WONDAI CHRISTMAS TREE**File Number: 02/03/2022**

I, Councillor Kathy Duff, give notice that at the next Infrastructure Standing Committee Meeting of Council to be held on 2 March 2022, I intend to move the following motion:

MOTION

That the committee recommend to Council that:

The Wondai Christmas Tree infrastructure is installed at the Scott Street roundabout as part of the upgrades works.

RATIONALE

Community feedback indicates a strong sentiment towards retaining the tree in it's current location. Residents of Wondai have expressed their desire to see the tree remain visible to through traffic and in the current location where it is more prominent.

CORPORATE PLAN

OR10 Increased commitment to community engagement

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

I commend this Notice of Motion to the committee.

ATTACHMENTS

1. **Petition requesting Wondai Christmas Tree remain in the current position**  

Attn Cr Kathy Duff: We, the undersigned, request that the Wondai Christmas tree remain in its current position which is the ideal position for the tree and can be seen from all directions. Please listen to the people of Wondai. February 2022


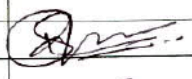
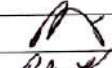

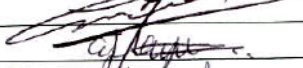



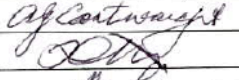


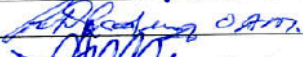

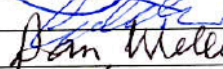
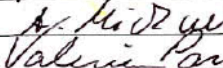

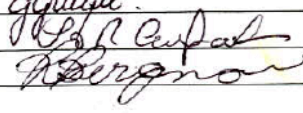
RECEIVED
21 FEB 2022

Name	Address	Signature
Andrea Wecker	85 Weckars Rd Wondai	Andrea Wecker
RICHARD SMITH	95 HALY ST WONDAL	Richard Smith
Susan Smith	95 Haly St Wondai	Susan Smith
Margaret Burrows	83 Haly St Wondai	M. Burrows
RUTH MASON	1049 Tingora Chelmsford Rd	Ruth Mason
RON MASON	1049 TINGORA CHELMSFORD RD	Ron Mason
MARGARET BEUCK	118 MACKENZIE ST. WONDAL	M. E. Beuck
GRAHAM BEUCK	118 MACKENZIE ST. WONDAL	Graham Beuck
SAKINA OAKLEY	25 SCOT ST, WONDAL	Sakina Oakley
Christine Hughes	41 Edward St, Wondai	Christine Hughes
COPIKIE JEFFREY	37 MC GEE ST WONDAL	Copikie Jeffrey
RUSALI G S CHAIOLA	61 BAYNES ST WONDAL	Rusali G S Chaiola
Caren Gscheidle	61 Baynes St Wondai	Caren Gscheidle
Sarrad Jeffrey	37 McDord St	Sarrad Jeffrey
Sheridan Munt	4 Grant Crescent WONDAL	Sheridan Munt
PETER WATT	? Tea Tree Court The Pines	Peter Watt
LYND SCHUM	12 MC HAYTON ST WONDAL	Lynd Schum
Sea Nicholson	1 Hodge St Wondai	Sea Nicholson
Lynette French	15 West St. Wondai	Lynette French
Maami Andersen	85 Teschs Rd Cushman	Maami Andersen
Dennis G. Hammett	126 PRINCE ST WONDAL	Dennis G. Hammett
Chris Kadeny	960 Tingora Chelmsford	Chris Kadeny
Felicity Jorgensen	93 Jorgensens Rd Greenview	Felicity Jorgensen
Damien Andersen	83 Teschs rd, Cushman	Damien Andersen
Bruce JAY	13 CARRAGE ST KINGAROO	Bruce Jay
Billy Joy		Billy Joy
NEVINE FRENCH	15 west st. Wondai	Nevine French
CATHERINE OGDEN	64 dunsdale Rd WONDAL	Catherine Ogden
MARK WEIR	21- 85 Haly Street Wondai	Mark Weir
Gaylene WEIR	21- 85 Haly St Wondai	Gaylene Weir
ALWAN WEIR.	85 HALY ST WONDAL	Alwan Weir
Wendy Jensen	Greenview Road Wondai	Wendy Jensen
Lanell Jensen	Greenview Wondai	Lanell Jensen
Del Lane	7 ONAKRESS SPRINGWOOD	Del Lane
Julie Lohmann	12 OUTRIDGE ST WONDAL	Julie Lohmann
Warren Lohmann	12 OUTRIDGE ST WONDAL	Warren Lohmann
Winston Burrows	83 Haly St. WONDAL	Winston Burrows

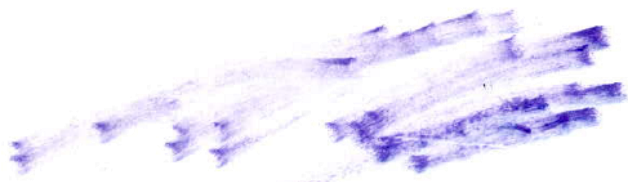
Attn Cr Kathy Duff: We, the undersigned, request that the Wondai Christmas tree remain in its current position which is the ideal position for the tree and can be seen from all directions. Please listen to the people of Wondai. February 2022

Name	Address	Signature
JOHN BOY	2 RITA COURT KINGAROO	
JOHN RNE	109 CADELL ST WONDAL	
DEB YESBERG	309 ANTHAUSE RD CLOYVA	
TIM KEATES	87 HAY ST WONDAL	
Eliza Thompson	96 Cadell St Wondai	
Kylie Thompson	96 Cadell St Wondai	
PAULINE KEATES	87 HAY ST WONDAL	Pauline Keates
JOHN ARMSTRONG	204 BYRNE RD WONDAL	
RHONDA ARMSTRONG	" " "	R. Armstrong
Ivy MURRAY	22 Commercial Rd	
MARION BARNES	15 GREENVIEW RD	
Chris [unclear]	105 [unclear]	
KERRY HERROD	41 HUSTON RD WONDAL	
Sim ROOK	154 MACKENZIE ST WONDAL	
BARB PEARSON	238 PARALLEL RD TIGRA	
SUZANNE WILKS	976 RIVER RD, GORDONBROOK	
AMANDA KATES	5 HUSTONS RD WONDAL	
KEN KATES	5 HUSTONS RD WONDAL	
Cayleen Schultz	21 Bushnell Lane Wondai	

Attn Cr Kathy Duff: We, the undersigned, request that the Wondai Christmas tree remain in its current position which is the ideal position for the tree and can be seen from all directions. Please listen to the people of Wondai.

Name	Address	Signature
PRABHDEEP GREWAL Kavindra	38 YOUNGMAN, King 1/32, GREENVIEW RD, WONDAL, 4606	 
J. ALI B KING GROSS	P.O. Box 413 Murgon 185 LAFITRE RD G. BURNS CRES	  
E. HAMWARD D. REHMET Lorraine Rook	PRING ST WONDAL Grant Crescent 154 Mackenzie St Wondai	  
M. Hault A Cartwright	102 Scott St Wondai 152 Mackenzie St Wondai	M. Hault A Cartwright
T. CHRISTIE K LINNELL H & G CHARKE	n/a 351 EVANS RD BAUBOBIE PO BOX 392 MURGOON	 K Linnell 
L. HIGGS R. RADUNZ DAM A. WILKINS C. ALLEN P. MULLERSH	55 Edward St 24 CADDELL ST Grant Cres Wondai Cecilia Allen Edward St	    P. Mullersh
Heidi MICHAEL VALERIE PARKER Betty Jaynes Claire Newton Glennys GREVETT Heather Carbutt Robyn Bryne	Unit 20, 32 PRING 62 Brander St Pring Street 13 South St. 19 HUSONS Rd, WONDAL 29 Stalworth Rd Proston 14/35 Baynes St	 Valerie Parker Betty Jaynes  Glennys Heather Carbutt 

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6.3 NOTICE OF MOTION - PLANTING TREES FOR THE QUEEN'S JUBILEE PROGRAM**File Number: 02/03/2022**

I, Councillor Kirstie Schumacher, give notice that at the next Infrastructure Standing Committee Meeting of Council to be held on 2 March 2022, I intend to move the following motion:

MOTION

That South Burnett Regional Council express an interest to be a part of the Planting Trees for The Queen's Jubilee Program by writing and contacting the three Federal MP's The Hon. David Littleproud (Maranoa), The Hon. Ken O'Dowd (Flynn) and The Hon. Llew O'Brien (Wide Bay) from the electorates that cross the South Burnett. That South Burnett Regional Council 's Infrastructure and Community Departments work together with interested Councillors from across these electorates to develop a tree-planting program and discuss opportunities for an associated commemorative event and report back to Council with a project proposal.

RATIONALE

In 2022, community-based tree planting events will be held across Australia to mark the Jubilee (70 years of service) of Her Majesty, Queen Elizabeth II.

Planting Trees for The Queen's Jubilee (the program) will run over 3 years across 2021-22 to 2023-24. The program will provide up to \$15.1 million of grant funding to eligible groups and organisations for community-based tree planting events.

The objective of the program is to mark the significant occasion of Her Majesty's Jubilee through community tree planting events across Australia. The program also intends to:

- increase community awareness and celebration of Her Majesty's Jubilee
- create a legacy of tree plantings across the nation
- increase and/or enhance the area of tree canopy.

The program complements other initiatives occurring across the Commonwealth to mark The Queen's Jubilee, such as the tree planting initiative in the United Kingdom which is inviting people to "Plant a Tree for the Jubilee".

Community consultation is a critical element of the program. In consultation with their community, each MP must identify potential applicants and projects in their electorate and invite them to apply for a grant. Invited applications will be assessed against the program's eligibility criteria through a closed non-competitive process.

Each electorate has total funding of up to \$100,000 that can be allocated to successful applications. A maximum of 10 projects will be funded in each electorate ranging from \$2,500 to \$20,000.

Supporting information:

- Please see attached Grant Opportunity Guidelines Planting Trees for The Queen's Jubilee available for download here: [Planting Trees for The Queen's Jubilee | business.gov.au](https://www.business.gov.au)
- Opening date: 11 March 2022
- Closing date and time: MP nominations close 5.00pm Australian Eastern Standard Time on 11 April 2022
- Applications close 5.00pm Australian Eastern Standard Time on 2 May 2022
- Please take account of time zone differences when submitting your application.

- Commonwealth policy entity: Department of Agriculture, Water and the Environment (DAWE)
- Administering entity: Department of Industry, Science, Energy and Resources Enquiries: If you have any questions, contact us on 13 28 46 or jubilee@industry.gov.au
- Date guidelines released: 6 February 2022
- Type of grant opportunity: Closed non-competitive

LINK TO CORPORATE PLAN:

EC1: Develop and implement initiatives to enhance community parks, gardens and recreational facilities, which may include: tree planting strategy, botanical gardens and perennial (drought tolerant) shrubs and flower planting programme

GR3: Work with key stakeholders to create a pipeline of priority shovel ready projects that aim to improve the quality of life experienced by all residents, invest in strategic infrastructure and create a prosperous future for all.

OR5: Continue to give priority to ongoing financial sustainability and prudent budget management.

BUDGET CONSIDERATIONS:

Through budget discussions and if successful in receiving the funding, Council may investigate opportunities to leverage this opportunity and extend some of its existing operational tree plantings or capital projects in park or CBD redevelopments or entries into towns and villages. The intention of the collaboration suggested across departments and with Councillors is to work together to identify a suitable project plan and understand these opportunities in each area.

I commend this Notice of Motion to Council.

ATTACHMENTS

1. **Planting Trees for The Queen's Jubilee Program**  

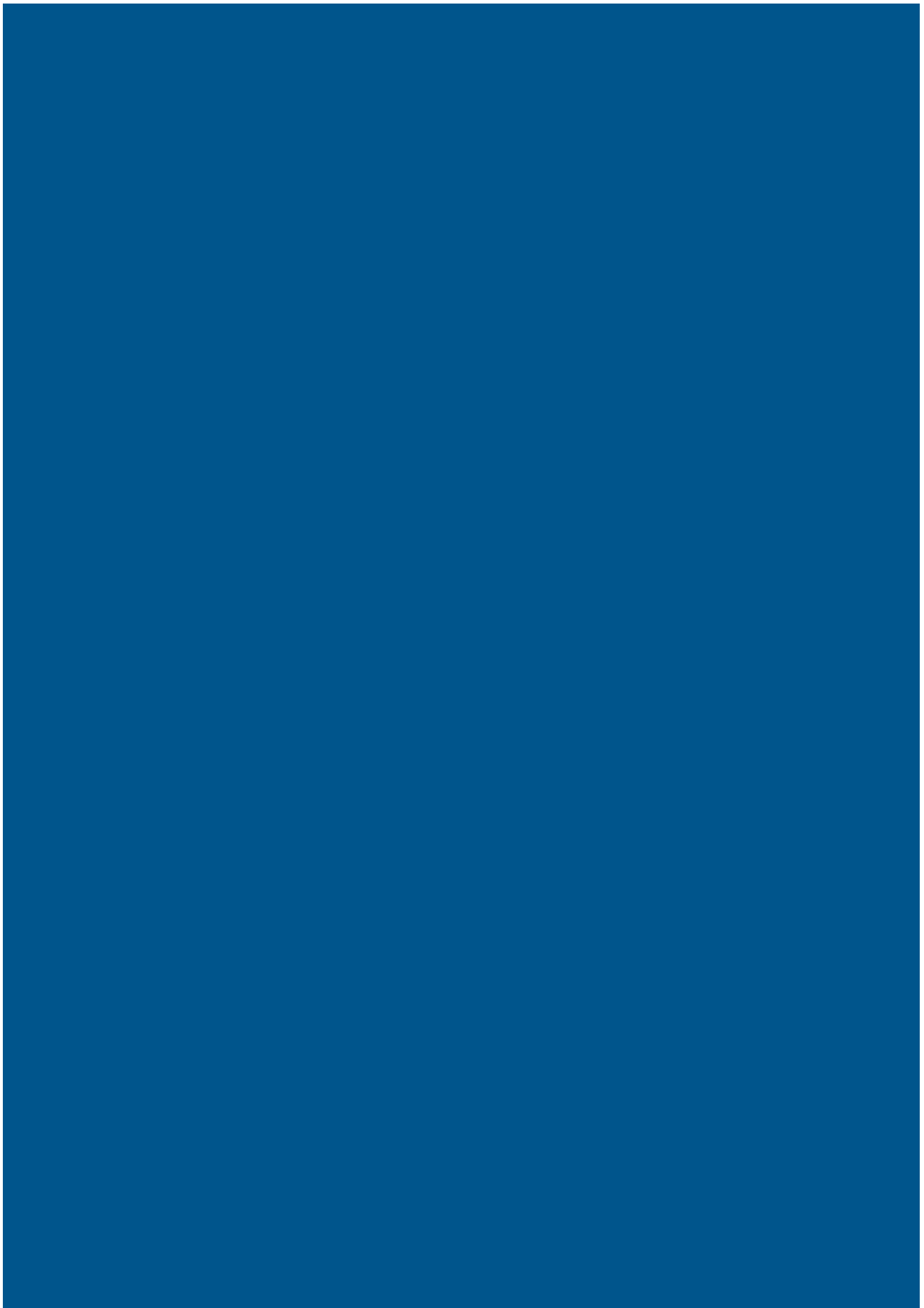


Australian Government



Grant Opportunity Guidelines
Planting Trees for
The Queen's Jubilee





Grant Opportunity Guidelines

Planting Trees for The Queen's Jubilee

Opening date:	11 March 2022
Closing date and time:	MP nominations close 5.00pm Australian Eastern Standard Time on 11 April 2022 Applications close 5.00pm Australian Eastern Standard Time on 2 May 2022 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Agriculture, Water and the Environment (DAWE)
Administering entity:	Department of Industry, Science, Energy and Resources
Enquiries:	If you have any questions, contact us on 13 28 46 or jubilee@industry.gov.au
Date guidelines released:	6 February 2022
Type of grant opportunity:	Closed non-competitive

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1. Planting Trees for The Queen's Jubilee: processes

The Planting Trees for The Queen's Jubilee program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Agriculture, Water and the Environment's Outcome 1. The Department of Agriculture, Water and the Environment works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



The grant opportunity opens

We publish the grant guidelines on business.gov.au and GrantConnect.



MP undertakes community consultation and project nomination

Federal Members of Parliament (MPs) consult with their community to assist identifying potential applicants and projects. MPs then nominate projects to us by 5pm AEST 11 April 2022.



Invited applicants complete and submit an online grant application

We (via the MP), will invite selected applicants (you) to submit an application. You complete the application form, addressing all the eligibility criteria in order for your application to be considered. You are to submit the application form before the closing time of 5pm AEST 2 May 2022.



We assess all grant applications

We review the applications for completeness, eligibility, and value with money.



We make grant recommendations

We provide advice to the decision maker on each application.



Grant decisions are made

The decision maker decides which applications are successful, taking into consideration the proper use of public resources.



We notify you of the outcome

Your MP may advise you of the outcome of your application, and we will provide formal written confirmation of the outcome. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and proportional to the risks involved.



Delivery of grant

You undertake the grant activity, and provide a report, as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Planting Trees for The Queen's Jubilee

The Department of Agriculture, Water and the Environment evaluate the specific grant activity and Planting Trees for The Queen's Jubilee as a whole. We base this on information you provide to us and that we collect from various sources.



2. About the grant program

Community-based tree planting events will be held across Australia to mark the Jubilee (70 years of service) of Her Majesty, Queen Elizabeth II, in 2022. Planting Trees for The Queen's Jubilee (the program) will run over 3 years across 2021–22 to 2023–24. The program will provide up to \$15.1 million of grant funding to eligible groups and organisations for community-based tree planting events.

The objective of the program is to mark the significant occasion of Her Majesty's Jubilee through community tree planting events across Australia.

The intended outcomes of the program are to:

- increase community awareness and celebration of Her Majesty's Jubilee
- create a legacy of tree plantings across the nation for Australians to enjoy that also serve to honour the memory of The Queen and her 70 years of service to Australia and the Commonwealth.
- increase and/or enhance the area of tree canopy.

The program complements other initiatives occurring across the Commonwealth to mark The Queen's Jubilee, such as tree planting initiative in the United Kingdom which is inviting people to "Plant a Tree for the Jubilee".¹

The available program funding is allocated equally across each of the 151 Federal electorates in Australia. Federal Members of Parliament (MPs) will be responsible for consulting with their local communities to identify suitable projects and organisations for nomination. Eligibility criteria for applicant organisations are set out in sections 4.1 and 4.3. Applicants meeting these criteria are eligible for nomination by their local MP. MPs will invite nominated organisations to apply.

A wide range of groups and organisations are eligible to apply under the program, including community and environment groups, local governments, and schools (see section 4 Eligibility Criteria).

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)².

¹ See <https://queensgreencanopy.org/>

² <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

Grant Opportunity Guidelines

Planting Trees for The Queen's Jubilee

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how we consider and assess grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science, Energy and Resources (the department/we) is responsible for administering this grant opportunity on behalf of the Department of Agriculture, Water and the Environment.

We have defined key terms used in these guidelines in the glossary at section 13.

You should read this document carefully before you fill out an application.

2.1. Community consultation, nomination and application process

Each MP will consult with their local communities in a manner appropriate for their electoral context to identify potential applicants and projects. This could include use of an existing consultation committee, or establishing a new consultation committee, with representatives from the local community.

The identified projects must be consistent with the intended program objectives and outcomes and the program criteria set out in these guidelines. MPs must advise the Department of the basis for project selection, declare conflicts of interest (where relevant), and provide a list of nominated applicants (or lead applicants or sponsors) and projects. Information about which organisations may need a sponsor or lead applicant to apply on their behalf is included in sections 4.1, 4.2 and 4.3.

We, via the MP, will invite identified potential applicants (or lead applicants / sponsors) to apply for a grant for their nominated projects by sending them a link to apply via an online grant portal. Invited applicants must not forward the link to the application form to anyone else. Invited applicants must submit a completed application via the portal. Note:

- only applicants invited to apply can submit an application
- for joint applications, lead applicants must submit the application
- for sponsored organisations, the project sponsor must submit the application.

An invitation to submit an application by your MP does not guarantee that your application will be successful. We assess all applications for eligibility and completeness before making funding recommendations.

2.2. Impacts of Coronavirus (COVID-19)

Applicants need to consider the potential impacts of COVID-19 on the timeframe and delivery of their proposed projects when preparing their applications. Potential for delays (such as those due to requirements of government health orders) and the community's ability to participate should be factored into project designs and timeframes to enable completion within the program period.

3. Grant amount and grant period

The Australian Government has announced a total of \$15.1 million for the Planting Trees for The Queen's Jubilee grant opportunity to provide up to \$100,000 to each of the 151 Federal electorates.

3.1. Grants available

Each electorate has total funding of up to \$100,000 to allocate to up to 10 successful applications. Projects are not to be dependent upon obtaining funding from other grant sources in order to proceed. However, they may complement other separate projects.

The grant amount will be up to 100 per cent of eligible project expenditure (grant percentage).

- The minimum grant amount is \$2,500.
- The maximum grant amount is \$20,000.

You are responsible for funding the remaining eligible and ineligible project costs.

Additional cash and/or in-kind contributions towards the project costs are encouraged but not required. Where you provide in-kind contributions (including labour, goods or services), you must calculate the dollar value using the following rate:³

- In-kind labour/volunteer hours and/or professional advice should be calculated using \$47/hour.
- Provision of goods is to be calculated at the retail or market price that the goods would have been bought for.

We cannot fund your project if it receives funding for the same project activities from another grant source, such as a Commonwealth, State, Territory or local government grant. You can apply for a grant for your project under more than one government program, but if your application is successful, you must choose either the Planting Trees for The Queen's Jubilee grant or the other grant.

3.2. Project period

You must complete your project by 30 November 2023. However, while tree planting activities can continue into 2023, formal commemorative events must be undertaken during 2022 to coincide with the year of Her Majesty's Jubilee. Should environmental conditions or other circumstances arise that prevent this, you must actively manage your project's implementation so that it is completed by 30 November 2023.

You should factor in sufficient time for the following:

- obtaining required approvals
- sourcing and delivery of materials
- contracting tradespeople
- recruiting or replacing key personnel
- possible delays due to seasonal and weather conditions
- COVID restrictions; and other unforeseen circumstances that may prevent you completing your project on time.

³ The rate provides the department with comparable estimates across all applications. The rate was informed by the average weekly earnings for May 2021 (\$1,798/week; seasonally adjusted; [ABS data](#)) and is similar to volunteer value calculators such as <https://volunteeringqld.org.au/calculator> and <https://www.volunteering.com.au/volunteer-calculator/>.

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4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

The eligibility criteria may be waived or amended if a Senior Executive Officer within the Department of Agriculture, Water and the Environment responsible for the program deems that an entity type intended to be included within the program's scope has been inadvertently excluded due to an omission, error, or oversight in the way the eligibility criteria have been framed.

We cannot provide a grant if you are awarded funding from another government source for the same project activities and accept funding from that source.

4.1. Who is eligible?

To be eligible you must:

- be invited to apply by your local MP, and
- have an Australian Business Number (ABN), and
- be one of the following not-for-profit entities:
 - a not-for-profit organisation incorporated in Australia. For example:
 - incorporated associations
 - a co-operative
 - an incorporated Australian Public or Private Company⁴
 - an Aboriginal and/or Torres Strait Islander Corporation registered under the [Corporations \(Aboriginal and /or Torres Strait Islander\) Act 2006](#)
 - Indigenous land councils
 - religious organisations incorporated under legislation
 - strata-title
 - an incorporated Trustee on behalf of a Trust⁵
 - a Queensland Parents and Citizens' Association (where the body is prevented from incorporation by its governing legislation but still considered a legal entity)

⁴ Company is a company incorporated under the *Corporations Act 2001* (Cth). Some Catholic schools run by Religious Institutes or Public Juridic Persons (PJP) are Australian Public Companies.

⁵ As Trusts are not legal entities in their own right, only the Trustee for the Trust is eligible to apply. If applying as an incorporated Trustee of a Trust you must provide relevant trust documents (e.g., signed Trust Deed and subsequent amendments) confirming your ability to act on behalf of the trust with your application.

- a State/Territory Government school in the ACT, QLD, NT or VIC⁶
- a State department of education (or its State Minister) in NSW, SA, TAS or WA acting as a project sponsor for one of its State Government schools (see section 4.2 and the Program Fact Sheet available on business.gov.au)
- an Australian State/Territory Government body or statutory authority (or the Commonwealth Minister(s) representing such a body or authority) that is:
 - a Regional Land Partnerships service provider applying on behalf of a community group (see section 4.2)⁷
 - a Western Australian Land Conservation District Committee (LCDC) or a legal entity applying on behalf of a LCDC (see section 4.2)
 - a Committee of Management.
- a local governing body as defined by the [Local Government \(Financial Assistance\) Act 1995](#) or one of the following considered to be local governing bodies:
 - Anangu Pitjantjatjara, Maralinga, Gerard, Nepabunna and Yalata local governing bodies in SA
 - Cocos (Keeling) Islands Shire Council
 - Lord Howe Island Board
 - Norfolk Island Regional Council
 - The Outback Communities Authority
 - The Shire of Christmas Island
 - The Silverton and Tibooburra villages in NSW
 - The Trust Account in the NT, and
 - ACT Government.

If applying as a not-for-profit organisation, you must demonstrate your entity status in your application.

Eligible entities may be nominated for one or more projects provided they and, where relevant, their sponsored organisation(s), have capacity to implement them by November 2023.

Special sponsoring arrangements as set out in section 4.2 apply to the following potential applicants who are not eligible for a grant unless an eligible project sponsor applies on their behalf:

- unincorporated entities
- State Government schools in the States of NSW, SA, TAS and WA
- Catholic schools that are not independent Catholic schools
- Independent schools which are not legal entities with an ABN.

Joint (consortia) applications are acceptable, provided a lead organisation is appointed as the applicant, will be the main driver of the project, and is eligible to apply (see section 6.2 for more details).⁸

⁶ These schools should apply using the school's unique ABN.

⁷ Regional Land Partnerships service providers are contracted by the Department of Agriculture, Water and the Environment to deliver a range of environment-related services. A list is available at www.nrm.gov.au/regional/regional-nrm-organisations (but Torres Strait Marine Authority and Oceanwatch are excluded).

⁸ The Australian Government recognises that some organisations may seek to form consortia in order to apply for a grant under the Program. Consortia are eligible to apply and the relevant conditions applicable to consortia are at section 6.2 'Joint Applications'

4.2. Project Sponsor

If you are an organisation that may not be able to incorporate⁹ or is one of those mentioned in section 4.1 as requiring sponsorship, you may be able to nominate an entity that meets the eligibility criteria in section 4.1 as your project sponsor.

The project sponsor will need to:

- be nominated by your MP
- submit the application on behalf of your organisation
- be authorised to enter into a grant agreement
- support the sponsored organisation to implement the project, and
- be responsible for any obligations under the agreement with the Commonwealth.

Project sponsors may act as a sponsor for more than one project, provided they have capacity to support the sponsored organisation(s) and delivery of their project(s) by November 2023.

Registered State Government schools in NSW, SA, TAS and WA must be sponsored and can do so in one of three ways:

- be sponsored by their respective State Department of Education or State Minister (or equivalent)
- be sponsored through their school Parents and Citizens Association, Parent and Friends Group, or equivalent (if these are incorporated, or a Queensland P&C listed in section 4.1).
- be sponsored by another eligible entity listed in section 4.1.

Catholic schools (that are not independent Catholic schools) must be sponsored by another eligible entity listed in section 4.1. In many cases the relevant archdiocese, diocese or the Catholic education authority in your State/Territory¹⁰ may be able to act as the project sponsor.

Parents and Citizens groups for Catholic schools typically use a constitution that does not incorporate them. Such groups must be sponsored by another eligible entity (see section 4.1).

Independent schools vary in how they are legally constituted. If the school is not a legal entity with an ABN, or incorporated, the school must be sponsored by another eligible entity listed in section 4.1. While any eligible entity could act as a sponsor, the appropriate sponsor may be a parent or overarching body (e.g., an archdiocese or diocese) and the school should consult these.

Further details on school sponsorship, including relevant State education department contacts are available in an accompanying program fact sheet at business.gov.au.

4.3. Additional eligibility requirements

In order to be eligible you must also:

- apply for the project and not exceed the grant amount agreed to, and nominated by, your MP
- provide the relevant mandatory documentation outlined in section 6.1.

⁹ Depending on how entities are constituted, this may apply to a variety of potential applicant organisations such as some landcare, coastcare, bushcare, 'friends of', and similar groups; parish churches; rural fire brigades; state emergency services; scout groups; Parents and Citizens groups; or Parents and Friends groups.

¹⁰ Catholic State/Territory education offices: [NSW](#), [NT](#), [QLD](#), [SA](#), [TAS](#), [VIC](#), [WA](#), [ACT](#)

4.4. Who is not eligible?

You are not eligible to apply if you are:

- a for-profit organisation
- an individual (unless a State/Territory Minister acting as a project sponsor for a registered State/Territory school)
- a partnership
- an unincorporated association (unless sponsored. See section 4.2)
- a Regional Development Australia Committee
- a trust¹¹
- a Commonwealth, State, Territory or local government agency or body (including government business enterprises) unless listed in section 4.1.
- a non-corporate Commonwealth entity
- a political party, political organisation or lobbyist
- an organisation that is not based in Australia.
- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au)¹²
- an employer of 100 or more employees that has [not complied](#) with the *Workplace Gender Equality Act (2012)*.
- any organisation not included in section 4.1.

4.5. What qualifications or skills are required?

If you are successful, relevant personnel working on the project who are likely to come into contact with children and/or vulnerable people must maintain the following registration/checks that may be applicable in your State/Territory:

- Working with Vulnerable People registration
- Working with Children check.

¹¹ Note: An incorporated trustee may apply on behalf of a trust as set out in section 4.1.

¹² The direct link is <https://www.nationalredress.gov.au/institutions/institutions-have-not-yet-joined>

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5. What the grant money can be used for

5.1. Eligible activities

To be eligible your project must:

- be aimed at the program objectives and outcomes outlined at section 2
- include at least one formal commemorative event in 2022 to mark The Queen's Jubilee commemorations¹³
- include recognition that the plantings are part of The Queen's Jubilee commemorations through signage or a plaque(s) (section 11.8)
- be consistent with the project, and requested grant funding (not exceeding the grant amount), that your MP nominated
- include eligible activities (listed below) and have a plan for how you will carry out the project
- be undertaken for a public purpose and not be directed towards making a profit as its primary objective¹⁴
- not only propose purchase of goods or assets (such as materials, tools, infrastructure, or equipment)
- commit to providing the photographic evidence outlined in section 11.2.1 and the commemorative event information in section 11.2.2
- seek at least a \$2,500 grant (section 3.2)
- be undertaken in an eligible location (see section 5.3)
- represent value for money.

¹³ The Queen's Jubilee events will be expected to follow certain protocols. Further guidance will be available at [business.gov.au](https://www.business.gov.au)

¹⁴ The project is to provide benefits broader than only to the applicant (or sponsored organisation).

Eligible activities must directly relate to the project and can include:

- tree planting site preparation activities. For example:
 - control of weeds and pests¹⁵
 - removal of waste/debris from the site
 - soil preparation (e.g., ripping, scraping, hole digging)
 - application of soil treatments/ameliorants (e.g. fertiliser, compost, water crystals)
- planting of regionally appropriate tree species (see requirements in section 5.2)
- installation of fencing, stakes, bollards and/or tree guards/protectors to protect plantings¹⁶
- installation of drip irrigation
- conducting Queen's Jubilee commemorative event(s) in association with plantings¹⁷
- installation of durable commemorative signage/plaque(s)
- monitoring and maintenance of tree plantings to support long-term establishment. For example:
 - installation of tree guards
 - control of weeds and pests
 - watering
- obtaining required permissions, licences, permits, and/or planning, environmental, heritage or other regulatory approvals
- project design and management.

We may also approve other activities.

5.2. Tree planting requirements

All projects must abide by the following tree planting requirements:

- approval of the site owner and, where applicable, relevant authorities, is to be obtained prior to planting being undertaken
- tree species may be Australian native species or non-native species, but must be regionally appropriate
- tree species must be species that, when mature, have a height of 2 metres or more¹⁸
- tree species must not be known weed species or be potential or exotic weed species.¹⁹ For example [Athel pine](#), [English Broom](#), [European](#) and [African Olives](#), some species of [Willow](#).
- plantings must be placed in a long-term position to provide a commemorative legacy
- trees may be planted at one or more sites

¹⁵ Useful guidance on weed control is available at weeds.org.au and on pest control at pestsmart.org.au.

¹⁶ Fencing may be required to protect plantings (e.g. from stock or other animals). Bollards may be needed to restrict vehicle access. Temporary tree guards may be needed to protect plants while establishing. The program will also support permanent guards in urban areas. Use of products made from recyclable materials is encouraged.

¹⁷ At least one commemorative event must occur in 2022. For clarity, events do not have to be conducted at completion of plantings.

¹⁸ Projects are not expected to have achieved tree heights of 2m or more by their project completion dates, but species must have potential grow to this height.

¹⁹ This includes, but is not limited to, the 32 [Weeds of National Significance](#); National Environmental Alert List species and Agricultural Sleeper Weed List species (see <https://weeds.org.au/overview/lists-strategies/>); and those that are declared noxious or pest plants in your State/Territory.

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- reasonable efforts are to be made to support establishment of plantings. This includes provision of protective guards (where needed) and follow up maintenance, such as weeding and watering if required, for at least 12 months after site planting
- provision should be made (from the project budget) to procure trees during the project period to replace potential minor plant losses in the 12 months after the initial planting
- durable signage or a plaque(s) identifying the plantings are part of The Queen's Jubilee commemorations are required in accord with section 11.8 and the related program funding recognition guidelines.

Use of tubestock or established trees for tree-planting events is recommended. However, use of direct seeding alone, or in combination with planting, is permissible where larger scale planting is being undertaken.

Applicants are encouraged to consider how commemorative plantings can provide enduring environmental and community benefits. This includes:

- how they may provide additional food sources and habitat for native fauna;
- improve the connectivity, extent and condition of existing natural habitats;
- reduce urban heat effects;
- beautify the local environment; create colour; create or enhance local vegetation themes; and
- enhance community well-being and enjoyment of their local environment.

The program will not fund the provision of, or planting of understorey species. However, these may form part of a co-contribution to a project or be undertaken separately.

5.3. Commemorative event requirements

All projects are required to hold a formal commemorative event in association with their plantings in 2022 to coincide with the year of The Queen's Jubilee. There is no requirement to hold more than one formal commemorative event if tree plantings occur in stages or at multiple sites. However, more than one event can be held (if appropriate). For example, a local government, may organise events in more than one town.

Commemorative events will be required to have a degree of formality fitting for an event associated with recognising Her Majesty. You will be expected to cooperate with, and facilitate, inclusion of the Minister, your local MP, the department, and/or other dignitaries or representatives in your commemorative event (or an alternate event) where requested. Further guidance on these requirements will be made available in the program's commemorative event guidelines, which will be made available at business.gov.au. Event reporting requirements are provided in section 11.2.1 and 11.2.2.

5.4. Eligible locations

Your project must be undertaken within Australia's Federal electoral boundaries. Your local Member of Parliament will be responsible for nominating projects in their respective electorates. Your project can include planting activities at more than one location.²⁰

²⁰ Federal electoral boundaries are those as at program opening and can be found at <https://www.aec.gov.au/Electorates/maps.htm>

5.5. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

To be eligible, expenditure must:

- be incurred by you within the project period (unless otherwise agreed by the department)
- be a direct cost of the project
- meet the eligible expenditure guidelines.

Materials, equipment or other goods/assets must only be purchased if they are required to meet the project objectives, represent value with money, and will be installed or used during the project or are trees on hand to replace potential losses.

Eligible expenditure items are:

- costs of project related administration, planning, consultation, coordination, monitoring and reporting
- costs of suppliers, consultants, specialists/experts and contracted labour undertaking eligible project activities
- purchase of materials and products required to deliver eligible project activities (e.g., herbicides, seed, tubestock, mulch/compost, soil ameliorants, tree guards, weed matting, planting hardware, fencing materials, bollards, etc.)
- costs of obtaining required permissions, licences, permits, and/or planning, environmental, heritage or other regulatory approvals
- purchase, lease or hire of equipment and its operational cost where required to deliver eligible project activities (e.g., knapsacks/weed sprayers, buckets, spades, weeding tools)
- installation of equipment and infrastructure as part of eligible project activities (e.g., tree guards, signage/plaques, fencing)
- project related mapping, surveys, monitoring and analysis activities
- design and production of project and commemorative event communications (e.g., project/event promotion, website material, signage/plaques.
- venue/facility hire required to deliver eligible project activities
- commemorative event related costs, such as hire of microphone/public announcement equipment, marquee, security and toilets
- provision of light refreshments/morning tea/drinks/tea/coffee (excluding alcohol) to maintain hydration and support safe community participation at community events
- first aid and personal protective equipment required to deliver eligible project activities (e.g., gloves, masks, earmuffs, sunscreen, safety glasses)
- project related insurance costs required to deliver eligible project activities.

We may update the guidance on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

You may elect to commence your project from the date we notify you if your application is successful. We are not responsible for any expenditure you incur until a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a manager within the department with responsibility for the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

5.6. What you cannot use the grant for

Expenditure items that are not eligible are:

- activities that do not lie within the eligible locations (see section 5.4)
- activities already funded through another Australian, state or territory, or local government program
- the cost of provision of goods, services or support activities not related to the eligible project activities
- the cost of business as usual activities, including staff salaries and consumables, recurring or ongoing expenditure (e.g. annual maintenance)
- retrospective costs (incurred prior to grant approval), including costs incurred in the preparation of a grant application or related documentation
- meals and alcohol
- provision and planting of understorey plants
- earthworks or landscaping that is unrelated to tree planting site preparation
- planting of species that are known to be, or have the potential to become, an agricultural or environmental weed. This may include some species when planted out of region.
- planting of species that are not regionally appropriate
- broad scale clearing of native vegetation, including native grasslands
- willow removal where professional advice has not been sought
- fencing of property boundaries
- activities that deliver primarily a private benefit or are the normal responsibility of landholders
- business activities where the primary purpose is for profit
- major construction/capital works
- purchase or acquisition of land or buildings
- creation or installation of works of art or public art
- activities involving political advocacy
- overseas travel
- production of clothing, equipment or merchandise for distribution
- general water use efficiency, such as more efficient sprinklers for golf and bowls clubs or grey water recycling
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent.



6. How to apply

Before applying you should read and understand these guidelines, the sample application form and the sample grant agreement published on business.gov.au and GrantConnect.

You will need to set up an account to access our online [portal](#). The portal allows you to apply for and manage a grant or service in a secure online environment.

You may submit one or more applications, provided you have capacity to implement the project(s) by November 2023.

To apply, you must:

- be invited by your MP to submit an application
- complete an online application form via business.gov.au for each project²¹
- provide all the information requested
- address all eligibility criteria
- include all necessary attachments
- submit your application(s) on the portal by the closing date and time specified.

You can view and print a copy of your submitted application on the portal for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

If you need further guidance around the application process, or if you have any issues with the portal, [contact us](#) at business.gov.au or by calling 13 28 46.

6.1. Attachments to the application

We may require the following documents with your application:

- evidence of your incorporated association or not-for-profit status (if applicable)
- trust deed and subsequent amendments (if applying as a Trustee on behalf of a Trust)
- letters of support from project partners (for joint/consortia applications).

You must attach supporting documentation in line with the instructions provided in the form. You should only attach requested documents. The total of all attachments cannot exceed 20MB. We will not consider information in attachments that we do not request.

²¹ Note: Submission of a project application to the department is different to submitting an Expression of Interest (EOI) to your local Member as part of their own EOI and nomination processes.

6.2. Joint applications

We recognise that some organisations may want to join together as a group to deliver a project. In these circumstances, you must appoint a lead organisation. Only the lead organisation can submit the application form and enter into the grant agreement with the Commonwealth. Sponsors of an ineligible entity must be an eligible entity type as outlined in section 4.1. Note that individuals and partnerships are not eligible and cannot be a 'lead organisation.' The application should identify all other members of the proposed group and include a letter of support from each of the project partners.

Each letter of support should include:

- details of the project partner
- an overview of how the project partner will work with the lead organisation and any other project partners in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the project partner will bring to the group
- the roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the grant agreement.

6.3. Late applications

We will only accept a late application where an applicant has experienced exceptional circumstances that prevent submission of the application. Broadly, exceptional circumstances are where an applicant has actively and reasonably endeavoured to submit their application in advance of the closing time and events have occurred that are characterised as one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

How to lodge a late application

Applicants seeking to submit a late application must submit a request to us in writing at Jubilee@industry.gov.au.

The request should include a detailed explanation of the circumstances that prevented the application being submitted prior to the closing time. Where appropriate, supporting evidence can be provided to verify the claim of exceptional circumstances.

Written requests to lodge a late application will only be accepted within 3 calendar days after the grant opportunity has closed.

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The Program Delegate or their appointed representative will determine whether a late application will be accepted. The decision of the Program Delegate will be final and not be subject to a review or appeals process.

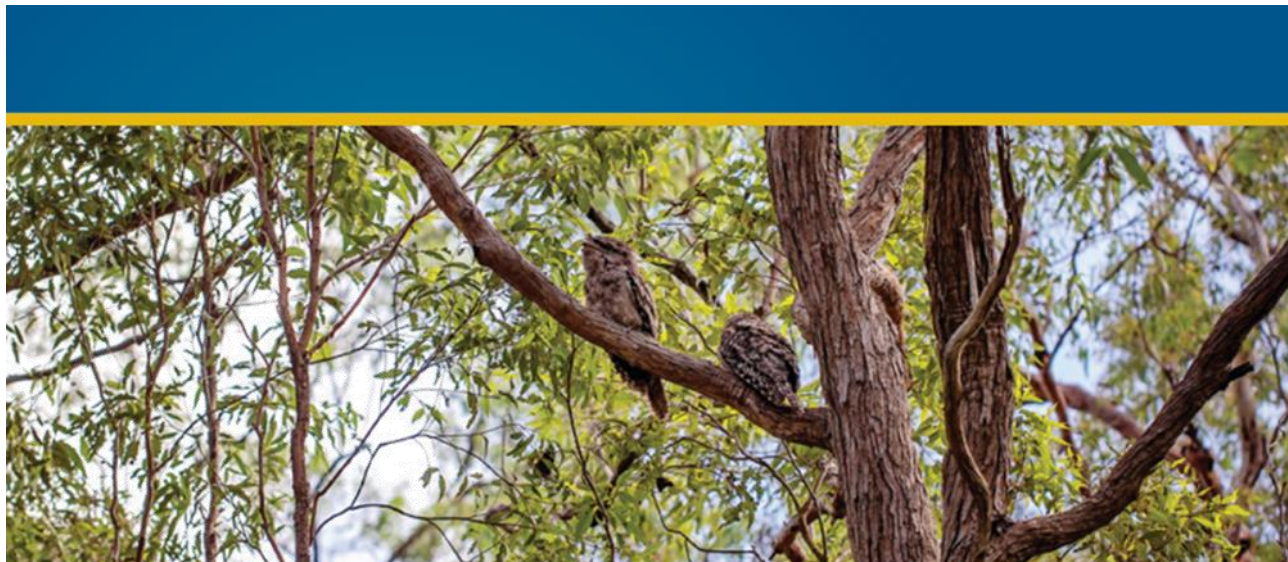
Once the outcome is determined, we will advise the applicant whether their request is accepted or declined.

6.4. Timing of grant opportunity

You can submit an application at any time while the grant opportunity remains open.

Table 1: Expected timing for this grant opportunity

Activity	Indicative Timeframe
Assessment of applications	March – May 2022
Approval of outcomes of selection process	April – June 2022
Negotiations and award of grant agreements	April – July 2022
Notification to unsuccessful applicants	April – June 2022
Earliest start date of project	April 2022
End date of grant commitment	30 November 2023



7. The grant selection process

Your MP, in consultation with their community, will identify and nominate up to 10 potential projects with a combined value of up to \$100,000 that are consistent with the program outcomes and eligibility criteria. The MP will invite identified potential applicants to apply and send them a link to the online application form.

It is important to note that an invitation to submit an application by your MP does not guarantee that your application will be successful.

7.1. Assessment of grant applications

We consider eligible applications through a closed, non-competitive grant process.

We will assess your application for completeness and against the eligibility criteria. To be recommended for funding, your project must meet all eligibility criteria, provide value with relevant money, and be considered a proper use of public resources.

When assessing the extent to which the application represents value with relevant money, we will have regard to:

- the overall objective(s) of the grant opportunity and the project
- whether the proposed project is in scope
- the extent to which the evidence in the application demonstrates the project will contribute to meeting the program objectives/outcomes.
- the relative value of the grant sought and any financial or in-kind co-contributions from you or a third party
- the risks (Work Health Safety, financial, fraud and other) that the applicant and project may pose for the Department and the Commonwealth.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors, but you cannot make any material alteration or addition to your application.

7.2. Replacement nominations

If an application is not eligible, we may seek a further nomination from the relevant MP for an alternative project and/or organisation in their electorate to replace the ineligible application.

The replacement project application is to be submitted by the application closing time. The nominated organisation and replacement project must meet all the eligibility criteria to be recommended for funding.

7.3. Who will assess the applications?

An assessment team overseen by the department will assess each application and make recommendations to the Program Delegate. We may ask experts/advisors, such as probity advisors, to inform the assessment process. Any expert/advisor, who is not a Commonwealth Official, will be required/expected to perform their duties in accordance with the CGRGs.

We may seek additional information about you or your application. We may seek this from you or within the Commonwealth, even if you do not nominate the sources as referees. We may also consider information about you or your application that is available as a result of our due diligence process or through the normal course of business.

7.4. Who will approve grants?

The Program Delegate (who is a Senior Responsible Officer in the department with responsibility for the program) decides which grants to approve, taking into account the application assessment, the availability of grant funds, and whether funding a project will be a proper use of public resources. When assessing whether the application represents value with relevant money, the Program Delegate will have regard to the matters listed in section 7.1.

The Program Delegate's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded
- the terms and conditions of the grant.

We cannot review decisions about your application.

The Program Delegate will not approve funding if there are insufficient program funds available across relevant financial years for the program.



8. Notification of application outcomes

Your MP may advise you of the outcome of your application.

We will advise you of the outcome of your application in writing. If you are successful, we will advise you of any specific conditions attached to the grant. Your MP may also contact you to discuss your project.

9. Successful grant applications

9.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We use two types of grant agreements in this program. Our selection will depend on the size and complexity of your project. Each grant agreement has general terms and conditions that cannot be changed. Sample grant agreements are available on business.gov.au and GrantConnect. The grant agreement has general terms and conditions that cannot be changed.

We must execute a grant agreement with you before we can make any payments. 'Execute' means both you and the Commonwealth have accepted the agreement. We are not responsible for any expenditure you incur until a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Program Delegate. We will identify these in the offer of grant funding.

If you enter an agreement under Planting Trees for The Queen's Jubilee, you cannot receive other grants for the same activities from other Commonwealth, State or Territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

9.2. Approval letter grant agreement

We will use an approval letter grant agreement when we have no need to clarify or amend any details in your application. This grant agreement comprises your completed application form and the approval letter we send advising that your application has been successful. We consider the agreement to be executed (take effect) from the date of our approval letter.

9.3. Exchange of letters grant agreement

We will use an exchange of letters grant agreement when we need to clarify or amend details in your application form. We will send you a letter of offer advising that your application has been successful. You accept the offer by signing and returning to us. We consider the agreement to be executed from the date we receive your signed document. You will have 30 days from the date of our letter to sign and return to us otherwise the offer may lapse.

9.4. Project specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with:

- State/Territory legislation in relation to working with children and with vulnerable people
- State/Territory legislation in relation to [Work, Health and Safety](#)
- State/Territory legislation in relation to weed management²²
- State/Territory legislation in relation to biosecurity
- State/Territory legislation and Codes of Practice in relation to animal welfare and ethics
- State/Territory legislation in relation to agricultural and veterinary chemicals use
- Commonwealth/State/Territory legislation dealing with native vegetation and environment protection.²³

If your grant activities involve control of pest animals, you must adhere to relevant federal and state/territory legislation and regulations. This includes adhering to relevant animal welfare legislation and requirements, and to voluntary and/or mandatory Codes of Practice and Standard Operating Procedures for the management of relevant pest animals.²⁴

9.5. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any cash financial contribution provided by you or a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will pay 100 per cent of the grant on execution of the grant agreement. You will be required to report how you spent the grant funds at the completion of the project.

9.6. Tax obligations

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a [Recipient Created Tax Invoice](#) (RCTI). You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities.²⁵

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on tax.

²² Best practice guidelines for controlling different weed species are available at [weeds.org.au](#).

²³ For example, the [Environment Protection and Biodiversity Conservation Act 1999](#) (EPBC Act) (Cth).

²⁴ A range of pest management resources are available at [pestsmart.org.au](#).

²⁵ See Australian Taxation Office ruling GSTR 2012/2 available at [ato.gov.au](#)

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10. Announcement of grants

We will publish non-sensitive details of successful projects on [GrantConnect](#). We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on other government websites. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- applicant business location
- your organisation's industry sector.



11. How we monitor your grant activity

11.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details
- Australian Business Number (ABN)
- GST status.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend. You must also notify your local MP.

11.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds
- commemorative events.

Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments. We may conduct site visits to confirm details of your reports, if necessary.

11.2.1. Photographic evidence

Photographic evidence of project activities is to be submitted for all funded projects with your end of project report. This consists of at least one photo illustrating each of the following:

- the installed Queen's Jubilee signage/plaque
- representative photo(s) during tree planting activities
- representative area(s) of your completed tree planting(s)
- your formal Queen's Jubilee commemoration event.

Provision of 'before' and 'after' photos illustrating your project impact are also encouraged.

Photos are to:

- be of good quality, and
- have a file size of at least 2MB each
- have permission from those pictured in any photos, for the photos to be used publicly by the department
- be provided to the department in the manner specified by the department.

11.2.2. Commemorative event information

As part of celebrating The Queen's Jubilee, the program will make a publicly accessible website available with details of project commemorative events. To support this, Grant recipients will be required to submit at least 2 suitable photos of their commemorative event at the time of (or immediately after) their event, along with their location and key event details. Instructions on how to submit these will be provided in the document, 'Protocols for commemorative and tree planting events', available at business.gov.au.

11.2.3. Good news stories

Grant recipients will be encouraged to share short updates, project photos and achievements with us during the implementation of their projects. This will assist us with promoting Jubilee celebrations and the program's achievements with the broader public.

11.2.4. End of project report

When you complete the project, you must submit an end of project report. Unless otherwise agreed by the department, end of project reports must:

- be provided in the format and using the program system(s) specified by the department
- include the agreed evidence as specified in the grant agreement
- satisfactorily report on achievements against the agreed activities, including the quantities of project outputs delivered²⁶
- provide the photographic evidence specified in section 11.2.1 (if not previously provided)
- provide geospatial data on the location of the project
- identify the total eligible expenditure incurred for the project

²⁶ Measures for outputs are indicated in the grant agreement, such as the number of trees planted.

- identify the amount of the grant remaining unspent (if any)
- include a declaration that the grant money was spent in accordance with the grant agreement
- be submitted by the report due date.

11.2.5. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project, and/or to provide photographs of your project activities and impacts.

11.3. Independent audits

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is available on business.gov.au and GrantConnect.

11.4. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

11.5. Record keeping

You must keep adequate records of your project activities and expenditure, including accounting for the receipt and use of the grant money. We may inspect the records you are required to keep under the grant agreement.

11.6. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

- extending the timeframe for completing the project but within the maximum time period allowed under the program
- changing project activities or locations.

The program does not allow for:

- an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date. We can provide you with a variation request template.

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You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department and Commonwealth
- availability of program funds
- the impact on the administration of the program.

11.7. Evaluation

The Department of Agriculture, Water and the Environment will evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to two years after the end of the program for more information to assist with this evaluation.

11.8. Grant acknowledgement

If you make a public statement about a project funded under the program, including at public project-related events, you must acknowledge the grant. You must also acknowledge the grant in all materials, publications, websites, social media and signage related to grants under the program.

The form of the grant acknowledgment is to be in accord with the program's funding recognition guidelines available at business.gov.au. Further information and advice on funding recognition can be obtained by contacting us on 13 28 46.



12. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

12.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#)²⁷ of the *Public Service Act 1999* (Cth). Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our [conflict of interest policy](#)²⁸ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

12.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 12.2.1, or
- personal information as per 12.2.3,

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

²⁷ <https://www.legislation.gov.au/Details/C2019C00057>

²⁸ https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

12.2.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

12.2.2. When we may disclose confidential information

We may disclose confidential information:

- to our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

12.2.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)²⁹ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

²⁹ <https://www.industry.gov.au/data-and-publications/privacy-policy>

12.2.4. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

12.3. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

Chief Finance Officer
Corporate and Digital Division

Department of Industry, Science, Energy and Resources

GPO Box 2013
CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](#)³⁰ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

³⁰ <http://www.ombudsman.gov.au/>

13. Glossary

Term	Definition
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Department	The Department of Industry, Science, Energy and Resources.
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.5.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single [entity] Portfolio Budget Statement Program.
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.
Minister	The relevant Commonwealth Minister.

Term	Definition
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> whether the information or opinion is true or not; and whether the information or opinion is recorded in a material form or not.
Program Delegate	A manager within the Department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.
Value with money	<p>value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> the quality of the project proposal and activities; fitness for purpose of the proposal in contributing to government objectives; that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and <p>the potential grantee's relevant experience and performance history.</p>

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8/03/2022

7 PORTFOLIO – ROADS & DRAINAGE

7.1 ROADS AND DRAINAGE PORTFOLIO REPORT

File Number: 02-03-22

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. Roads and Drainage Portfolio Report [↓](#) 

ROADS AND DRAINAGE PORTFOLIO REPORT

Current Design and Planning Projects

Key Projects

Name	Description	Status
Maidenwell Bunya Mountains Road, Wengenville	Detailed design for TMR	Design 80% complete – awaiting TMR review comments
Kumbia Streetscape, Kumbia	Rehabilitation of CBD	Design 30% complete
Glendon & Markwell Street Roundabout Upgrade, Kingaroy	Black Spot Funded project for safety enhancements to roundabout and intersection	Design 70% complete
George Street Car Park, Kingaroy	Detailed design of new car park to cater for Kingaroy CBD and Kingaroy to Kilkivan Rail Trail users	Design 30% complete – community consultation to be scheduled
Kingaroy Transformation Project, Kingaroy	Detailed design of shared space on Glendon St, rail trail head and bank gallery	Design 30% complete

Minor Projects

Name	Description	Status
Apex Park, Kingaroy	Car Park upgrade	Design 50% complete
Corndale Road, Memerambi	Detailed design of road widening	Design 10% complete
Kingaroy Hospital Entrance, Kingaroy	Detailed design for TMR	Design 30% complete

Current / Planned Works for February

As of 16 February 2022

Capital Works

Name	Description	Expected Start Date	Expected Completion Date	Budget Amount	Actual as at 16 Feb 2022
Blackbutt CBD	Blackbutt CBD update – attached.	February	June	\$1,605,000	\$141,490
Kingaroy Transformation Project	Kingaroy CBD upgrade.	January 2021	October 2022	Refer to KTP report	
Kent Street, Wondai	Upgrade to school crossing and line marking.	March	April	\$73,500	\$17,198
Kumbia Road, Kumbia	Road widening and reconstruction from chainage 19.1km to 19.8km.	February	May	\$502,124	\$10,260
Memerambi Barkers Creek Road, Comdale	Upgrade a section from unsealed to sealed standard between chainage 14.5km to 15.5km.	November	April	\$864,000	\$148,752
Oliver Bond Street, Kingaroy	Extension of carpark, kerb and channel, and drainage.	February	April	\$245,000	\$33,294
Wondai Industrial Estate	Pavement rehabilitation and upgrade. Minor road shoulder work. Driveways, line marking and signage to be completed.	November	March	\$970,000	\$975,153

Gravel Resheeting

Name	Description	Expected Start Date	Expected Finish Date
Alice Creek Road	Gravel Resheet	February	March

Patrol Grading

Locality	Description	Expected Start Date	Expected Completion Date
<p>Due to flood damage on the road network, the patrol grading program has been severely impacted as crews are prioritised onto emergency works, and inspections for restoration works are carried out. Undertaking the restoration inspections, prior to any patrol grading, is particularly important so that any eligible flood damage is not covered over without appropriate recording beforehand. Refer to Attachment 1 for a full flood damage report.</p>			

Roadside Slashing / Boom Mowing

Locality	Description	Expected Start Date	Expected Completion Date
Abbeywood	Basin Road, Cridlands Road	March	March
Booie	Haydens Road	March	March
Boondooma	Manar Road, West Boondooma Road	March	March
Brigooda	Rankins Road	March	March
Brooklands	Boldery Road	February	March
Bunya Mountains	Bunya Mountains Road, Maidenwell Bunya Mountains Road	March	March
Byee	Byee Road	March	March
Chapingah	Burra Burri Road	March	March
Coolabunia	Bellbird Road, Peterson Drive, Royles Road, West Coolabunia Road	March	March
Corndale	Corndale Road	March	March
Ellesmere	Acacia Drive, Gannon Road, Hilltop Drive, Lillian Ave, Parker Road, Pauls Parade	February	March
Goodger	Cairns Road	February	March
Hivesville	Hivesville Township	March	March
Hodgleigh	Semgreens Road	March	March
Kingaroy	Birt Road, Booie Crawford Road, Bunya Highway, Clark & Swendson Road, Couchmans Road, Edenvale Nth Road, Edenvale South Road, Geritz Road, Harris Road, Kingaroy Barkers Ck Road, Kingaroy Burrandowan Road, Kingaroy Cooyar Road, Redmans Road	February	March
Kinleymore	Dionysius Road, Kinleymore School Road	March	March
Kumbia	Janetzki Street	February	March
Kunioon	Kunioon Road	February	March
Maidenwell	King Road	March	March
Murgon	Kilcoy Murgon Road, Murgon Barambah Road, Murgon Gayndah Road	February	March
Nanango	Burnett Hwy, Camp Creek Road, Finlay Road, George Street, Nanango Tarong Road	February	March
Okeden	Old Proston Road	March	March
Proston	Okeden Byanda Road, Okeden Road Proston Boondooma Road, Susan Court, Wondai Proston Road	February	March
South Nanango	Allen Road, Anderson Road, Andrew Road, Behs Road, Berlin Road, Bochmann Road, Booral Court, Elouera Drive, Embrey Road, George Green Road, Hazeldean Road, Hohnke Road, Izzards Road, Kassulke Road, Majors Road, Nanango Neumgna Road, Tom Smith Drive, W Dugdell Road, Weeronga Place	February	March
Speedwell	Speedwell Road	March	March
Stalworth	Back Ck Road, Proston Abbeywood Road, Range Road, Speedwell Abbeywood Road, Stalworth Road	March	March
Taabinga	Aerodrome Road, Geoff Ralph Drive	March	March

Tarong	Deveraux Drive, Norman Road, Raymond Road, Tanduringie Drive	February	March
Tingoora	Tingoora Charlestown Road	February	March
Wigton	Gayndah Hivesville Road	March	March
Wondai	Chinchilla Wondai Road, Wondai Industrial Area Old Dip Road, Bunya Avenue	February	March
Wooroolin	Cants Road, Youngs Road	February	March

Completed Works for Noting – February

Design and Planning Projects

Name	Description	Status
Coronation Park, Wondai	Detailed design of car park and stormwater	Design 100% complete

Capital Works

Name	Description	Budget Amount	Actual as at 16 Feb 2022
Kent Street, Kingaroy	Road widening between Carinya Street and Fitzroy Street, Saint Mary's Catholic College.	\$98,500	\$99,226
Haly Steet, Kingaroy	Rehabilitation of the footpath between Alford Street car park entrance and Andersons Carpets	\$80,000	\$86,358
Bitumen Reseal Program	Reseal program on various roads and streets (as per list below excluding Alford St).	\$1,149,789	\$814,092

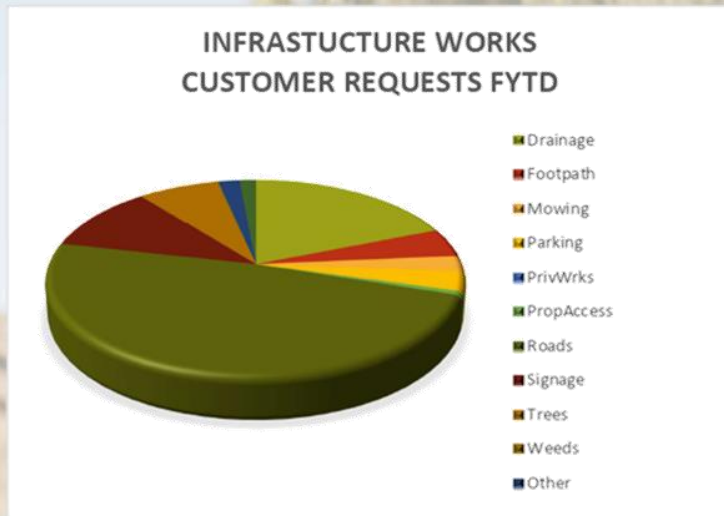
Bitumen Reseal

Name	Description
Brooklands	Brooklands Pimpimbudgee Road
Murgon	Cherbourg Road
Cloyna	Cloyna West Road
Cushnie	Cushnie Road
Dangore	Dangore Mountain Road
Sunny Nook	Eisenmengers Road
Ironpot	Ironpot Road
Greenview	Jorgensens Road
Mondure	Mondure Road
Kingaroy	Moonya Street
Cushnie	Reinkes Road
Kingaroy	Somerset Street
Chelmsford	Springs Road
Kingaroy	Alford Street (Kingaroy Street to Short Street)

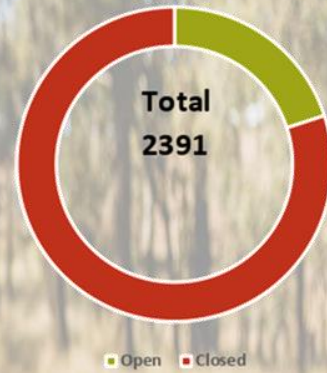
Roadside Slashing

Locality	Description
Barker Creek Flat	McCauley Broome Road, McNamara Road
Barlil	Paul Holznagel Road
Benair	Deep Creek Road, Reedy Creek Road, Kumbia Minmore Road
Booie	Booie Road, Faulkner Road, Smith Road, Malar Crescent, Robin and Lee Road
Boyneside	Red Tank Road, Niagara Road
Brooklands	Nanango Brooklands Road, Langans Road, Darley Crossing Road
Bullcamp	Bullcamp Road, Bullcamp Runnymede Road
Byee	Friebergs Road, Sempfs Road
Chahpingah	Hodges Dip Road
Charlestown	Tingoora Charlestown Road, Transmitter Road, Weckers Road
Chelmsford	Red Hill Road, Jacksons Road, Old Chelmsford Road
Cloyna	William Webber Road, Wilsons Road, Cloyna West Road, Bicks Road
Cushnie	Cushnie Road, G Andersons Road, Reillys Road, Reinkes Road, Schloss Road, Teschs Road, Magnussens Road, Mcallisters Road, Olsens Road, Pedersons Road, Birds Road
East Nanango	East Nanango Road, Mt Stanley Road, Brights Road, Mercer Springate Road, North Kerton Road, South Kerton Road, Greenwood Creek Road
Fairdale	Springs Road
Ficks Crossing	Ficks Crossing Road
Glan Devon	Locke Lane
Glenrock	Glenrock Road, Louttits Road, Wooroonden Road
Goodger	Weeks Road, Kunioon Road
Haly Creek	Haly Creek Road, Stuart Valley Drive, Ellesmere Road, Flagstone Creek Road
Hivesville	Hivesville Road
Hodgleigh	Hodgleigh North Road
Inverlaw	Luck Road, Beils Road, Wooden Hut Road, Magees Road
Ironpot	Ironpot Road, Jarail Road, Greystonlea Road
Johnstown	Johnstown Road
Kawl Kawl	Kawl Kawl Road
Kingaroy	Hodges Road, River Road
Kitoba	Kitoba Road
Kumbia	Brook Road, Kearneys Road
MP Creek	Fairdale Road, MP Creek Road
Mannuem	Mannuem Road
Memerambi	Quarry Road, Recreation Drive
Merlwood	Eisenmengers Road, Elbow Road
Moffatdale	Stegemanns Road
Mondure	McConnel Way, Mondure Road
Mount McEuen	Mt McEuen Road
Murgon	Borcherts Hill Road, Burtons Road, Ferris Road, Gesslers Road, Oakview Lane, Silverleaf Road
Nanango	Silverleaf Road, Heathermore Lane, Hicken Way, Old Rifle Range Road, Rural Road, George Street, McEwans Road, Templetons Road, Ironbark Place, South Street, Behs Road, Bushnells Road, Carbeen Crescent, Golf View Drive, GS Wilson Drive, Kurrajong Drive, Millis Way, Oliver Road, Tara Avenue, Camp Creek Road, Parsons Road
Oakdale	Bellottis Road, Vieritz Road

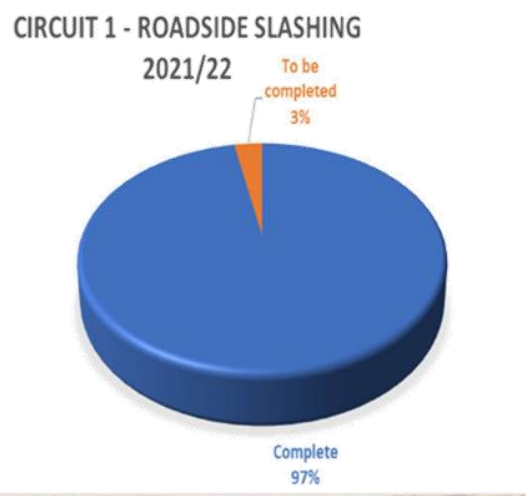
Runnymede	Brazier Road, Runnymede Estate Road, Scotts Lane, Thompsons Road, Runnymede Road
Sandy Ridges	Sandy Ridges Road
Sandy Ridges	Manumbar Road, Wansbeck Manumbar Road
Silverleaf	Campbells Road
South East Nanango	Hamilton Road, Muir Drive, Old Esk North Road
South Nanango	Izzards Road, Old Yarraman Road, Anderson Road, Buckland Road, Hazeldean Road, Pitts Road, Tom Smith Drive, W Dugdell Road, Berlin Road, Bochmann Road, Embrey Road, George Green Road, Nanango Neumgna Road, Reeve Road, Allen Road, Andrews Road, Kassulke Road, Majors Road
Stonelands	Stonelands Road
Sunny Nook	Headings Road
Taabinga	Boonenne Ellesmere Road, Lankowskis Road
Tingoora	Tingoora Chelmsford Road, Tingoora Loop Road
Wattle Camp	Franklin Road, Granite Crescent, Wattle Camp Road, Brocklehurst Road, Farr Court, Maguire Road, McNicholl Road, Memerambi Barkers Creek Road, Birch Road, McClymont Road
Wattle Grove	Benair Road, Minmore Road, Wattlegrove Road
Wheatlands	Kangaroo Yard Road, Mondure Wheatlands Road, Wheatlands Loop Road, Flats Road
Windera	Kratzmans Road, Morgans Road
Wondai	Greenview Road, Wesslings Road, Wondai Charlestown Road, Kemp Street, Lysdale Road
Wooroolin	East Wooroolin Road (Northbound), Sportsground Road, Denmark Road, Logans Road, West Wooroolin Road, Dunfords Road, Wellers Road
Wooroonden	Brand Road Freemans Road, Bradleys Road, Reidys Road, Webbers Bridge Road



Customer Requests FYTD



*Roads and Drainage Other - includes street furniture, animals, bridges, gates and grids.
Other - includes airports, buildings, council buildings, dams, economic development, mowing, disaster management, parks and gardens, rates valuation, telecoms, toilets, waste and weeds.*



Recent storm damage and flood response

Our team are continuing to undertake emergency works through the jointly funded Commonwealth – State Disaster Recovery Funding Arrangements (DRFA) following the heavy rainfall and flooding across the region as a result of the Central, Southern and Western Qld Rainfall and Flooding Event 10 Nov – 3 Dec 2021 (November Event), and Ex-Tropical Cyclone Seth Event 7 – 10 Jan 2022 (January Event).

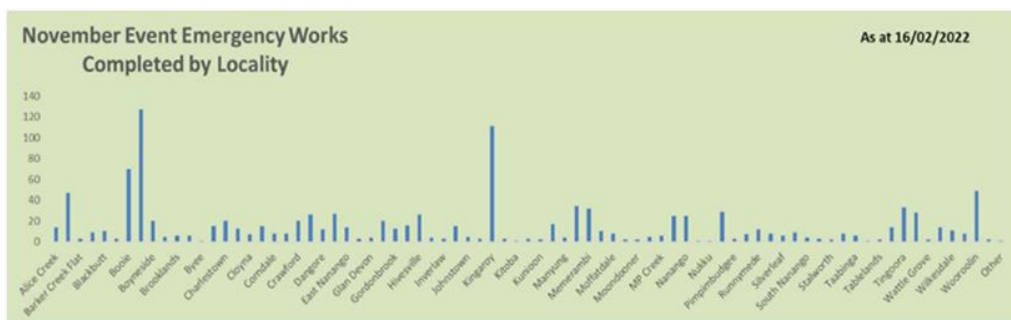
The Emergency Works and Immediate Reconstruction Works time limits are 17 March 2022 for the November event and 8 April 2022 for the January event. All roads have now been inspected and works required to be completed in this phase are being prioritised.

Two sub-contractor crews have been engaged to clear blocked road culverts as part of the Immediate Reconstruction Works response.

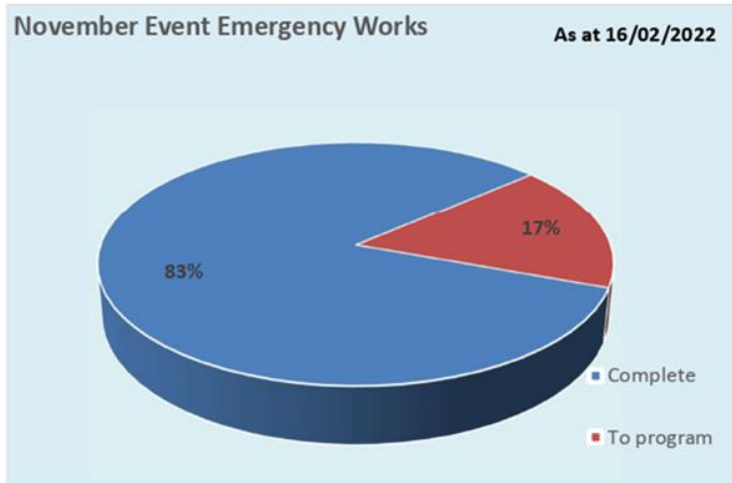
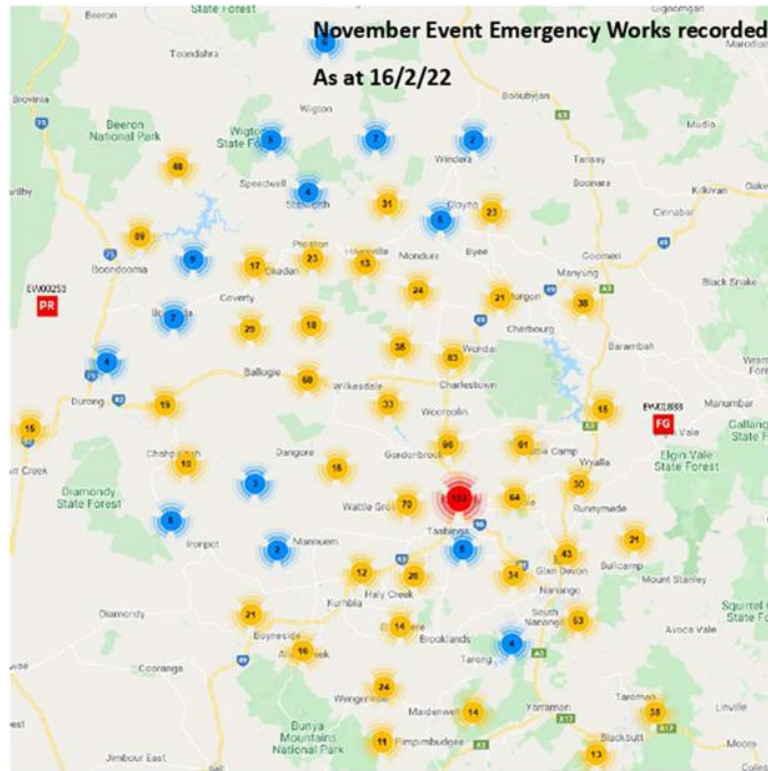
The damage assessment phase to allow the long-term Restoration of Essential Public Assets (REPA) has commenced with the first submission, containing 16 roads, having been recently lodged to the Queensland Reconstruction Authority (QRA).

Council is nearing completion of our additional RACAS road inspections to further capture evidence of damage across the network, which will support DRFA submissions.

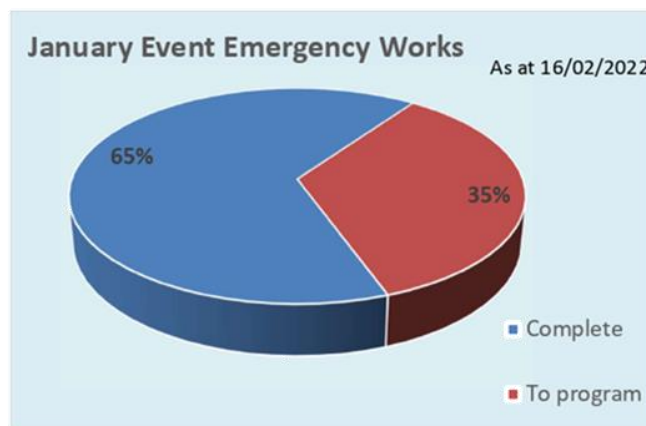
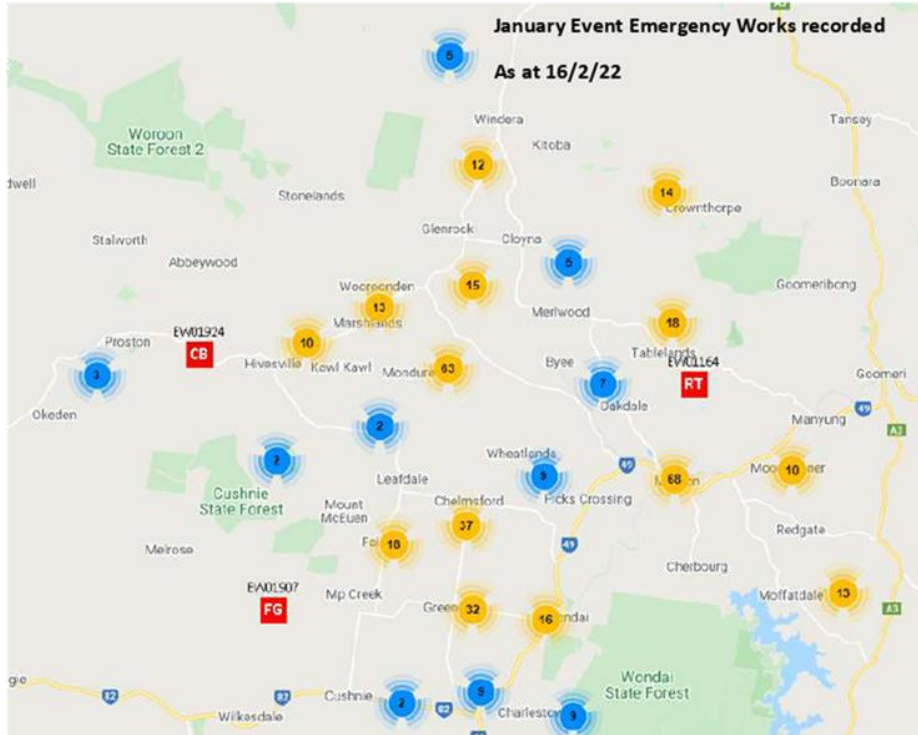
The current Works capital program and some of the operational programs such as patrol grading are being impacted, and our team are working through appropriate delivery solutions to address this in conjunction with the flood damage task.



Below is an indication of the spread of the current recorded flood damage defects across the SBRC local road network and an indication of the amount of emergency works that have been completed and are yet to be completed.



The January weather event impacted the northern area of the region and 94 roads have had emergency works recorded. Fifty-five (55) roads have had some emergency works undertaken on them as a result of this event.



SBRC Infrastructure Recovery Program



Blackbutt CBD Update

The project will deliver revitalisation to the Blackbutt CBD precinct with new infrastructure including kerb and channel, textured and coloured footpath areas, bike racks, pedestrian seating, landscaping, and trees, with reflections of the Blackbutt town heritage and connection to the timber industries.

South Burnett Regional Council has recently re-invited offers for the Coulson Street Blackbutt, CBD Streetscape and Footpath upgrade from suitably qualified contractors to construct the works through Vendor Panel and FELIX.

This project has been funded under the Federal Government’s Local Roads and Community Infrastructure Program and South Burnett Regional Council Capital Works Program for 2021-2022.

Approved budget for the Coulson Street Blackbutt, CBD Streetscape and Footpath upgrade is \$1,605,000. This is comprised \$1,050,000 of Local Roads and Community Infrastructure (LRCI) funding with the balance being Council funds.

The Invitation to Offer (ITO) documents were accessed by 13 suppliers under Local Buy contract BUS270 Road, Water, Sewerage & Civil Works (179 suppliers were invited) and by 13 suppliers under FELIX (27 suppliers were invited). The Invitation to offer opened on Wednesday 17 November 2021 and closed on Monday 20 December 2021.

The successful contractor Offaly Civil Pty Ltd, was the lowest priced submission and scored highest against the non-price criteria. Offaly Civil Pty Ltd are also currently working successfully with the Kingaroy Transformation Project team.

The first zone of works will commence at the intersection of Muir Street and Coulson Street with works progressing along Coulson Street toward the frontage of Les Muller Park in coming weeks.

Construction activity will impact the public and business communities however continual business access will be maintained as construction progresses along Coulson Street.

The Contractors site establishment commenced Wednesday 16th February 2022, with construction activity to increase from Monday 21st February 2022.

Works will be performed from Monday to Friday – 6:30am – 5:00pm and Saturday – 7:00am - 5:00pm, with the project expecting to be completed by June 2022.



Bitumen Resealing Photos

Cherbourg Road



Cushnie Road



7.2 KINGAROY TRANSFORMATION PROJECT UPDATE**File Number:** 02-3-22**Author:** General Manager Infrastructure**Authoriser:** General Manager Infrastructure**PRECIS**

Kingaroy Transformation Project Update

SUMMARY

At March's 2021 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.

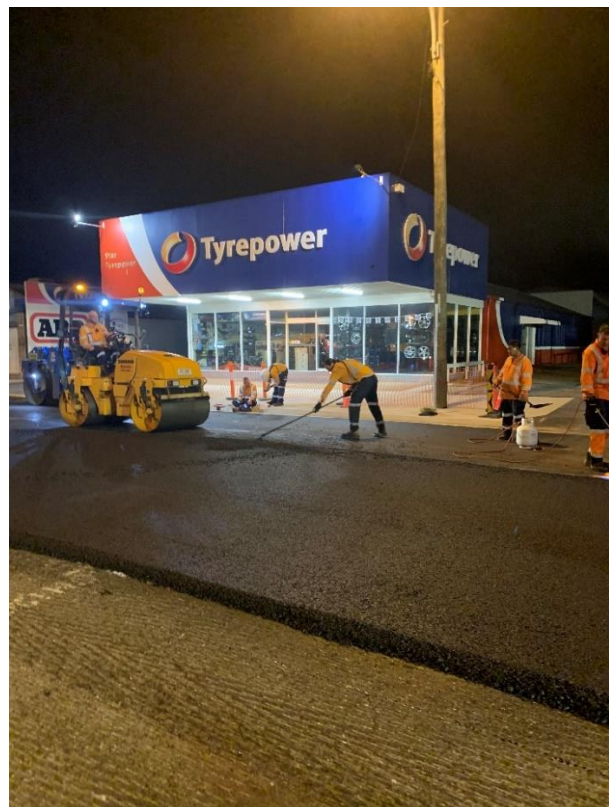
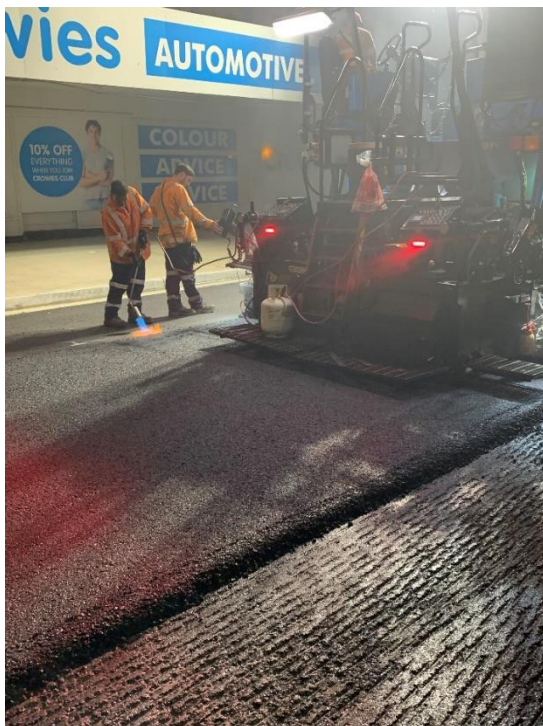
ATTACHMENTS

1. **Kingaroy Transformation Project Monthly Update**  

KINGAROY TRANSFORMATION PROJECT UPDATE

Construction Progress and Budget Update

December marked the re-opening of Haly Street following the completion of asphalt works and footpaths on the majority of sections. This work was extremely challenging for the KTP teams particularly with ongoing rainfall both during morning concrete pours and asphalt at night. Council and contractor teams worked in partnership to deliver these works to ensure the street re-opened as early as possible for the Christmas and New Year trade period.



Works recommenced in early January on Kingaroy Street with the reconstruction of the Kingaroy/Alford Street intersection nearing completion. Major works in this area then proceeded north with the installation of communications, stormwater, water main and kerb infrastructure. The progress in Kingaroy Street is currently very good with footpath pours commenced and partial re-openings to commence again in the coming weeks.

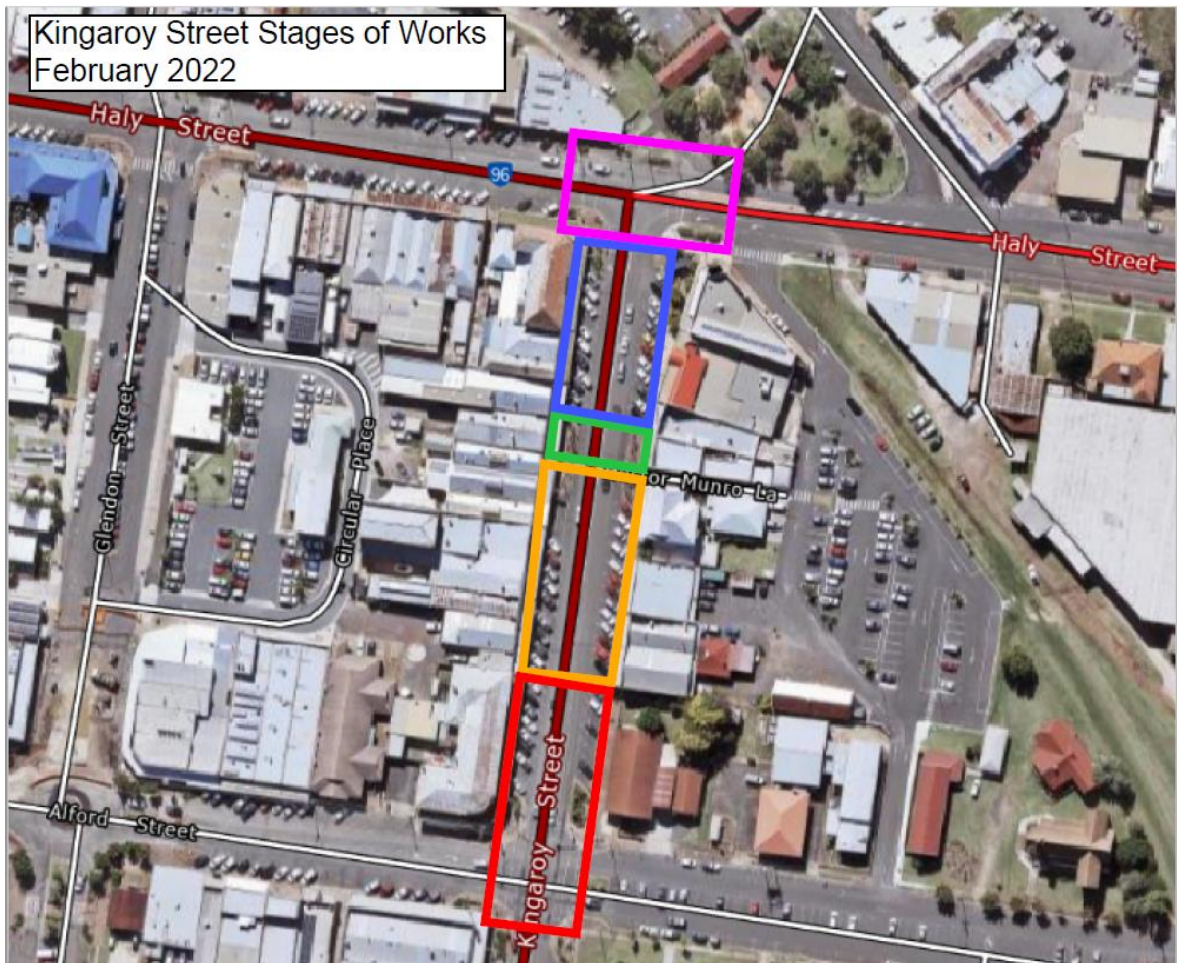


Glendon Street preliminary works will be commencing in March with the detailed civil and electrical designs in their final stages. The program of the civil delivery for Glendon Street is currently being finalised however civil works will commence for electrical infrastructure including the HV/LV transformer to power the CBD electrical infrastructure and EV charging stations based from Glendon Street and Rodger Nunn Place. It is likely that Glendon Street construction will be programmed for synergy with the Markwell Street Roundabout and George Street carpark projects.

The program team is currently forecasting the 'fit out' program such as concrete surfacing, lights, furniture and other elements. New street lights have been installed on Haly and Alford Streets.



Map of Works



Alford Street (Youngman – Glendon) 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 – Kingaroy) 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 – Kingaroy) Construction Progress

<i>Estimated Construction Progress</i>										
% 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										

Kingaroy Street (Alford – Haly) 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										

Expenditure and Budget Summary

Current stage by stage expenditure to 16 February 2022 actuals and includes current estimated final cost (EFC) and budget is shown in the table below:

Item	1/2/3 Haly St – Youngman to Glendon	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	\$ 4,156,710.00	\$ 135,276.00	\$ 471,501.00	\$ 1,915,351.00	\$ 3,304,776.00	9,983,614.00
EFC	\$ 6,065,505.00	\$ 1,145,752.00	\$ 1,951,591.00	\$ 2,132,871.00	\$ 4,073,352.00	\$ 15,369,071.00
Budget						
Budget inc O/H	\$ 5,865,505.00	\$ 1,145,752.00	\$ 1,951,591.00	\$ 1,982,871.00	\$ 3,873,352.00	\$ 14,819,071.00
Conting'y	\$ 200,000.00			\$ 150,000.00	\$ 200,000.00	\$ 250,000.00
Total Budget #						\$ 15,629,000.00

the above budget includes DTMR corridor and allocation of \$1.689M, along with minor contributions of gravel re-use and shopping centre access.

Officers are currently completing the forecast for the completion of the KTP with request for quotes for 'fit out' works and engineering designs are being finalised for structures and electrical systems. Haly Street costs are currently being processed and reviewed and are expected to be completed this month. Wet weather impacts continue to be mitigated where possible through protection works such as additional sealing, however significant rainfall events will continue to impact productivity.

As mentioned in previous reports, there have also been price rises across the construction sector over the past six (6) months on materials and services. The past quarter showed significant rises on major items for construction including fuel, oil, concrete, steel, pvc and copper. Officers are reviewing supply chain impacts as part of the forward forecast.

Current Program

Kingaroy Street stages of works are broken down into five (5) areas, each represented by a different colour as seen on the main map. A simplified breakdown of works in each zone planned for the remainder of February can be seen below.

Works during week 28 February: **RED-** Opening of intersection mid-week with parking to be reopened
ORANGE- Continued footpath reinstatement
GREEN- Kerb and channel, and footpath reinstatement preparation
BLUE- Kerb and channel and installation of landscape features
PINK- No works

Works during week 7 March: **RED-** No significant works
ORANGE- Progressively opening of additional parking
GREEN- Footpath replacement
BLUE- Preparation for footpath replacement and landscape areas
PINK- Intersection closed for traffic signal replacement, demolition, stormwater, electrical and stormwater replacement

Works during week 14 March: **RED-** No significant works
ORANGE- No significant works
GREEN- Installation of landscaping features
BLUE- Commence footpath reinstatement
PINK- Intersection closed for traffic signal replacement, demolition, stormwater, electrical and stormwater replacement

Works during week 21 March: **RED-** No significant works
ORANGE- No significant works
GREEN- No significant work
BLUE- Footpath reinstatement
PINK- Intersection closed for traffic signal replacement, demolition, stormwater, electrical and stormwater replacement

Consultation and Communications Update

The KTP Team and Councillors have been out and about consulting with businesses in Kingaroy Street with construction well underway. Businesses have been very understanding and its great to see many holding sales and promoting access to their shops on social media. Similar to all prior stages of the KTP project, we would continue to encourage the public to support businesses.

There have been three (3) key topics that are concerns for businesses, these are:

- Customer parking - Both in Kingaroy Street and Circular Place;
- Improving pedestrian access throughout work zones; and
- Tidying up and completion of gardens and footpath colouring across the CBD.

To help address these concerns above, we have increased our concreting resources to ensure the reinstatement of footpaths and parking areas will be completed as effectively as possible. At present the reopening of the Alford Street/Kingaroy Street intersection and parking in Kingaroy Street is schedule to occur early March which will assist with access to the street.

Before and After – Alford Street





7.3 APPLICATION FOR PERMANENT ROAD CLOSURE OF MCANTEE ROAD WINDERA WHICH ADJOINS LOT 49 MZ555 AND LOT 202 SP251979

File Number: 02-03-22
Author: Manager Works
Authoriser: Chief Executive Officer

PRECIS

Application for permanent road closure of McAntee Road, Windera which adjoins Lot 49 MZ555 and Lot 202 SP251979.

SUMMARY

Council has received an application for permanent road closure of McAntee Road, Windera which adjoins Lot 49 MZ555 and Lot 202 SP251979.

The proposed area of permanent road closure is an area of about 10 hectares and divides Lot 49 MZ555 and part of Lot 202 SP251979 then runs along the southern boundary of Lot 202 as shown hatched in red in Attachment one (1).

If the permanent road closure is approved, the applicant intends to amalgamate the subject area of road reserve into the adjoining freehold property and then use the additional land for the purpose of a private road access to the piggery.

OFFICER'S RECOMMENDATION

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 McAntee Road, Windera which adjoins Lot 49 MZ555 and Lot 202 SP251979 shown as in Attachment one (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.
 - (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.
3. Executes, 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

FINANCIAL AND RESOURCE IMPLICATIONS

There will be no cost to Council if the road closure is approved. Council will not receive any financial compensation from the State of Queensland if the road closure is approved and the land annexed to Lot 49 MZ555 and Lot 202 SP251979.

LINK TO CORPORATE/OPERATIONAL PLAN

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

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted on the road closure prior to this report going before Council. These include Council Infrastructure Works Branch and Council's Planning Department, as this application is associated with a development application.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

If the proposed permanent road closure is approved by Department of Natural Resources and Mines, this would result in a loss of access to the road reserve area.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

There are no Policy/Local Law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

Currently there are minimal short-term asset management implications. The proposed road closure is for 3,571 metres length of road. A 2,370 meters section of this road is maintained to the standard of a class 5C track and the remaining 1,201 metres are unmaintained road reserve. The long-term asset management implications would result in a loss of access to the road reserve area and could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

REPORT

This report concerns an application for the permanent road closure of McAntee Road, Windera which adjoins Lot 49 MZ555 and Lot 202 SP251979 and to make comment on this proposal.

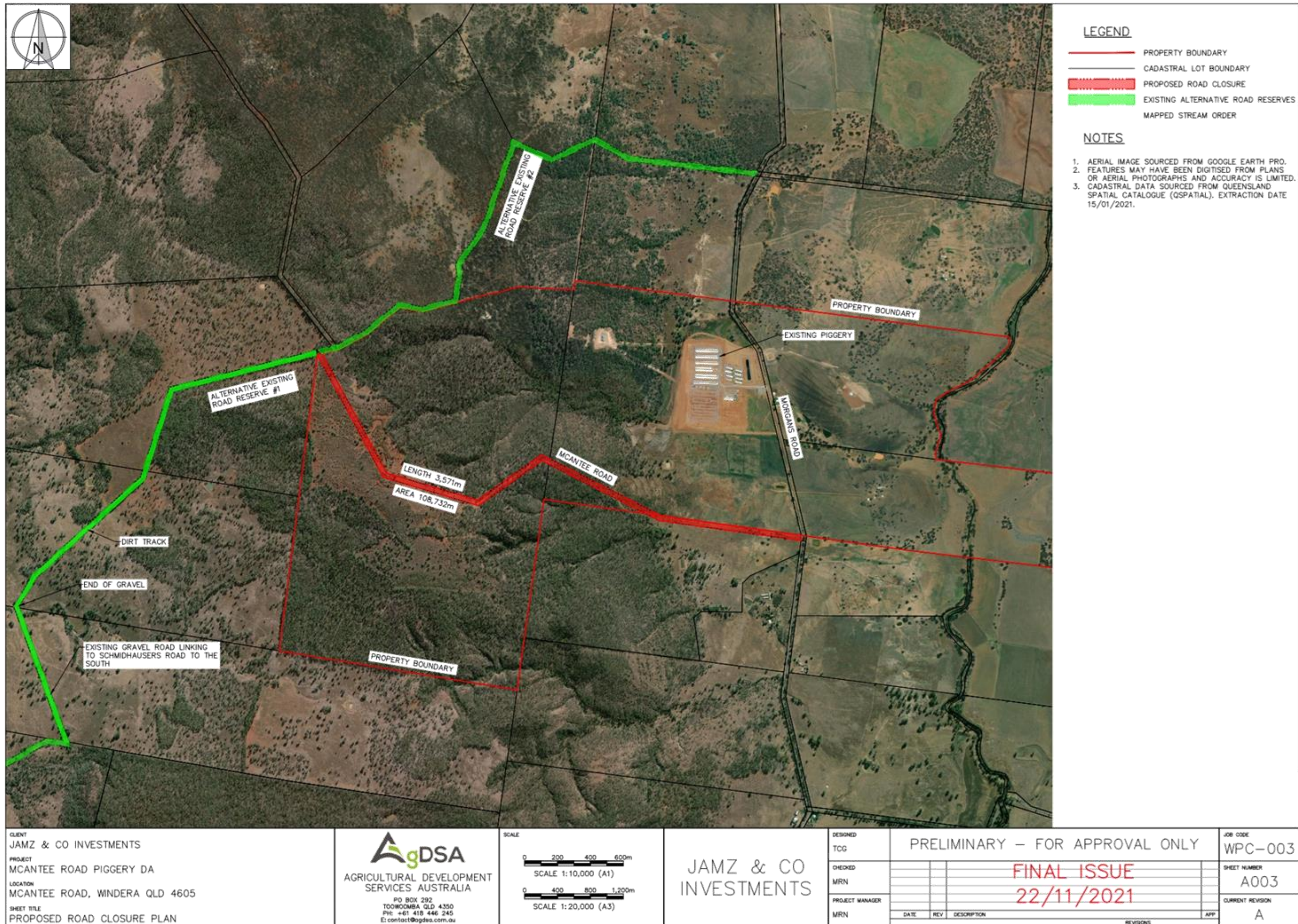
The proposed area of permanent road closure is an area of about ten hectares and divides Lot 49 MZ555 and part of Lot 202 SP251979 then runs along the southern boundary of Lot 202 and shown hatched in red in Attachment one (1). McAntee Road also runs along the northern boundary of Lot 1 RP185976. This lot currently uses a driveway off McAntee Road for access. Attachment two (2) shows the property lot numbers.

If the permanent road closure is approved, the applicant intends to amalgamate the subject area of road reserve into the adjoining freehold property and then use the additional land for the purpose of a private road access to the piggery.

The road closures would result in a loss of access to the road reserve area. This could jeopardise any necessary future infrastructure and infrastructure upgrades in the area. It would also obstruct access to the current driveway used to access Lot 1 RP185976.

ATTACHMENTS

1. **Road Proposed to be Permanently Closed - McAntee Road**  
2. **Property Lot Numbers - McAntee Road**  



LEGEND

	PROPERTY BOUNDARY
	CADASTRAL LOT BOUNDARY
	PROPOSED ROAD CLOSURE
	EXISTING ALTERNATIVE ROAD RESERVES
	MAPPED STREAM ORDER

- NOTES**
1. AERIAL IMAGE SOURCED FROM GOOGLE EARTH PRO.
 2. FEATURES MAY HAVE BEEN DIGITISED FROM PLANS OR AERIAL PHOTOGRAPHS AND ACCURACY IS LIMITED.
 3. CADASTRAL DATA SOURCED FROM QUEENSLAND SPATIAL CATALOGUE (QSPATIAL). EXTRACTION DATE 15/01/2021.

CLIENT
JAMZ & CO INVESTMENTS

PROJECT
MCANTEE ROAD PIGGERY DA

LOCATION
MCANTEE ROAD, WINDERA QLD 4605

SHEET TITLE
PROPOSED ROAD CLOSURE PLAN

AgDSA
AGRICULTURAL DEVELOPMENT SERVICES AUSTRALIA

PO BOX 292
TOOWOOMBA QLD 4350
Ph: +61 415 446 245
E: contact@agdsa.com.au

SCALE

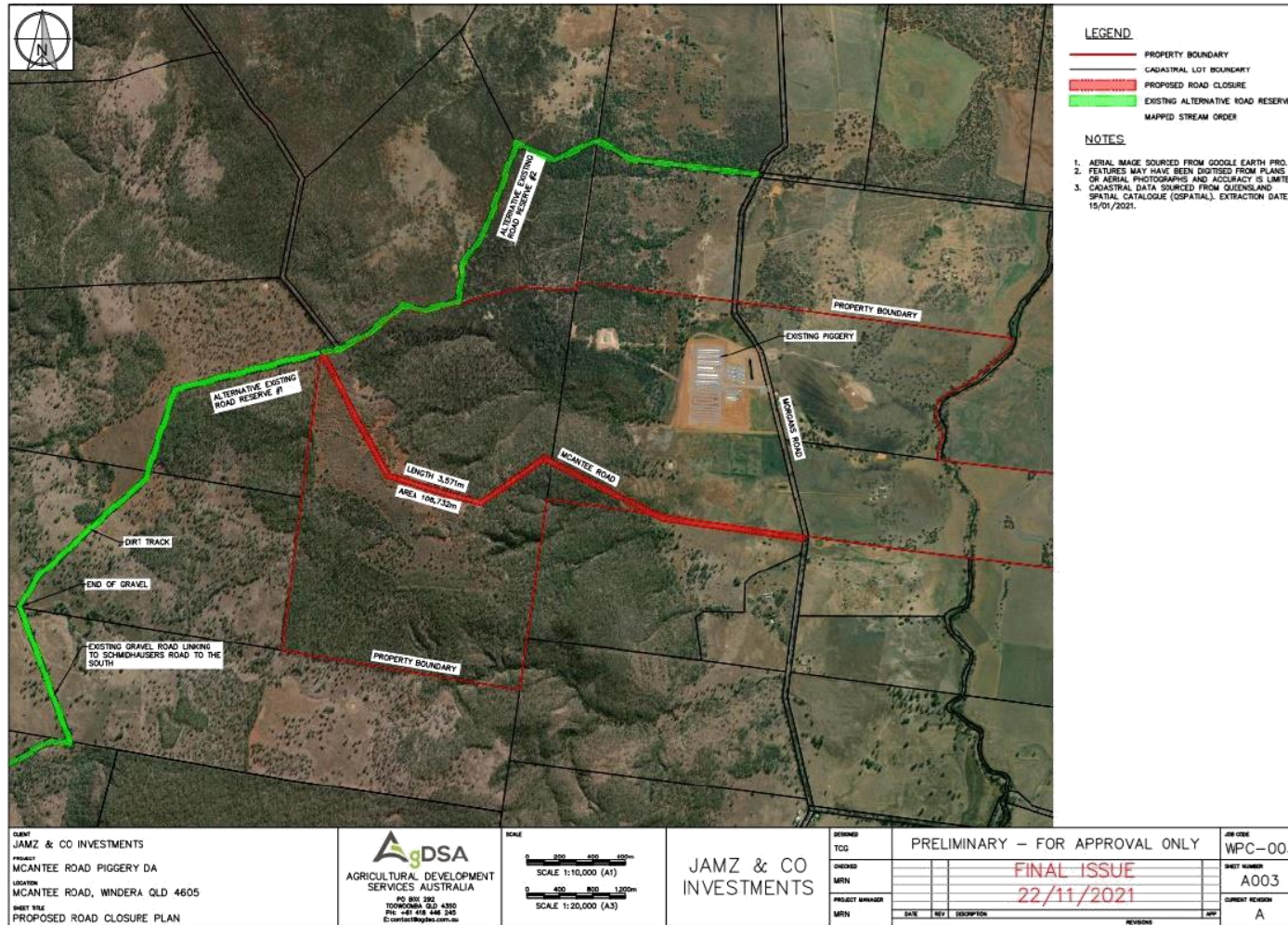
SCALE 1:10,000 (A1)

SCALE 1:20,000 (A3)

JAMZ & CO INVESTMENTS

DESIGNED TCG	PRELIMINARY – FOR APPROVAL ONLY		
CHECKED MRN	FINAL ISSUE		
PROJECT MANAGER MRN	22/11/2021		
	DATE	REV	DESCRIPTION

JOB CODE WPC-003
SHEET NUMBER A003
CURRENT REVISION A



Attachment Two (2): Properties Surrounding Road Proposed to be Permanently Closed



7.4 KRATZMANN'S ROAD FLOODWAY WINDERA**File Number:** 02-03-22**Author:** Manager Works**Authoriser:** Chief Executive Officer**PRECIS**

Kratzmann's Road Floodway, Windera

SUMMARY

Council's Infrastructure Department has been requested to provide a report outlining costs and options to install temporary solar traffic lights on entry and exit to the Kratzmann's Road floodway, Windera.

OFFICER'S RECOMMENDATION

That Council note this report on Kratzmann's Road Floodway, Windera

BACKGROUND

Council's Infrastructure Department received a request to provide a report outlining costs and options to install temporary solar traffic lights on entry and exit to the Kratzmann's Road floodway due to safety concerns with increased traffic flows in this area. As part of the intensive animal husbandry development at 592 Morgans Rd Windera, the Kratzmann's Road floodway is to be improved by the developer.

The existing speed advisory signage at the floodway is 40km/hr. To establish a traffic guidance scheme with portable traffic lights and associated traffic signage, with regular traffic guidance scheme inspections, it is estimated that cost would be in the order of \$1000/week. It is assumed that should temporary signalised controls be installed, they would be expected to be in place up until the time that the developer completes the conditioned improvement works to the floodway.

ATTACHMENTS**Nil**

7.5 POTHOLE REPAIR METHODOLOGY

File Number: 02-03-22

Author: Manager Works

Authoriser: Chief Executive Officer

PRECIS

Pothole Repair Methodology

SUMMARY

Council's Infrastructure Department has received a request to provide information in relation to pothole repair methodology and programming, particularly relating to Cherbourg Road, Edward Street, Wondai and Wattle Camp Road, Wattle Camp.

OFFICER'S RECOMMENDATION

That Council note this report on Pothole Repair Methodology.

BACKGROUND

Pothole Identification and Prioritisation

South Burnett Regional Council operates a mobile road maintenance management system called Reflect. Road inspectors are tasked to undertake inspections that are either routine or identified through customer requests. An inspection is carried out and defects are recorded into Reflect with set parameters. The identification, and prioritisation of potholes is included within this system. Reflect sorts the defects based on priorities, which are centred around risk management and road safety.

Pothole defects are sorted into location (road) and by severity (priority). Once pothole defects are sorted, they are identified with a unique identifier for inclusion within a works order to repair them.

Potholes are recorded and prioritised with inputs such as posted road speed limits; road traffic counts; pothole diameter; pothole depth and given a priority rating. Pothole priority details are included within the Transport Asset Maintenance Management Plan (TAMMP).

Priority 1 potholes are the highest priority potholes, usually reserved for large, deep potholes on high speed (>60KPH) and high traffic roads. Other potholes are given a lower priority, using a risk management based approach with guidelines contained within TAMMP.

Pothole Repair type

SBRC operates two (2) distinct types of road maintenance machines.

The Flocon machine provides a heated tray for the provision of standard "cold mix" asphalt. This is generally used for the repair of deeper potholes >40mm deep. Cold Mix asphalt can be used for shallow holes <40mm, but can be less effective due to the diameter of the aggregates contained within the mix. The Flocon machines are able to carry approximately 3-5 tonne of material for patching repairs, before having to return to the region's central depot, Kingaroy, to replenish materials for further repairs.

The Paveline machine delivers a mix of bitumen emulsion (emulsion is a mix of bitumen and water) and aggregate under air pressure to fill potholes generally <40mm deep. This method can be used for deeper holes >40mm, but can be less effective as the repair needs to be "layered" and the mix takes some time to fully harden and the repair can distort under traffic. The SBRC Paveline machines can carry 7-8 tonne of material, before requiring top up materials, located at the Kingaroy depot.

Pothole Repair Methodology

SBRC has been divided into 14 separate work zones. The road maintenance process aims to operate the road maintenance machines in a rotational manner to ensure wherever possible that all identified, high priority potholes are repaired within each zone before the machine moves to the next zone. This is a relatively new methodology that is currently being trialled. There are some instances where an isolated pothole is reported or identified, warranting a reactive repair. Generally, these type of repairs are undertaken with minimal plant and (typically a ute, staff member/s and cold mix) resources outside of the program and are only isolated repairs.

Wet or extreme dry weather conditions have an impact on the development of potholes in a sealed surface. Often crews attend roads and undertake patching repairs to an area, only to have another location break out under traffic due to the ingress of water to the surrounding pavement.

Occasionally, some shallow potholes may be left by the flocon on lower priority repairs for attention by the follow up paveline machine, or vice versa. This will ensure that the most appropriate methodology for pothole repair is applied where possible - keeping in mind road user safety and other factors.

This has been recently instanced at Cherbourg Road. This road is included within the 21/22 roads resealing program whereby some potholes had been repaired by the Paveline machine. Other road defects within this road were identified to be located within the zones that were to be repaired by a follow up hot asphalt corrector course, and/or within a road failure which required a dig out – thus they were temporarily left as they were until the planned road maintenance was applied.

Other instances were Wattle Camp Road and Edward Street, Wondai.

Wattle Camp Road often has isolated patches break out under traffic, requiring repair. A few instances, through customer request, has seen staff respond to large potholes in the wheel path, with the potential to cause a road safety issue. Other recorded pothole defects along the road were then repaired as part of the program for the Flocon.

In the case of Edward Street, Wondai, the crew attended this street to undertake defect repairs with the Flocon. Recorded safety defects were addressed by the team, with obvious signs of significant seal deterioration in the same area. Unfortunately, it appears some lower priority shallow seal defects located near the kerb and channel on the northern end of the street were left unrepaired. Council crews continue to attend to priority works across the region, with recent weather events increasing the amount of defects on the local Council and State controlled network.



Bitumen Resealing Cherbourg Road following various maintenance repairs.



Edward Street, Wondai pot hole repairs, this street is being proposed for LRCI 3 funding.

ATTACHMENTS

Nil

7.6 LRCI FUNDING ALLOCATION PHASE 3 2022**File Number: 02-03-22****Author: Personal Assistant Infrastructure****Authoriser: Chief Executive Officer****PRECIS**

LRCI Funding Allocation Phase Three (3)

SUMMARY

At Council's General meeting held on 25 of January 2022, it was requested that a targeted works program of highest priority for LRCI Phase 3 funding be brought back to the March Infrastructure Standing Committee meeting.

OFFICER'S RECOMMENDATION

That Council notes that analysis and compilation of the targeted works program is nearing completion and will be presented to the March General Council Meeting.

BACKGROUND

Council's Infrastructure Department received a Notice of Motion at January's General Council meeting. Due to the detailed information required to form this report, it is requested that the detailed program be presented at the March General Council Meeting.

ATTACHMENTS**Nil**

8 PORTFOLIO - LDMG, WATER & WASTEWATER**8.1 LOCAL DISASTER MANAGEMENT, WATER AND WASTEWATER PORTFOLIO REPORT****File Number:** 02-03-22**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 (LDMG) met at their weekly COVID meeting on the 8 February 2022 and it was agreed and moved that the LDMG move to Stand Down. As at 13 February 2022, South Burnett had 776 COVID cases.

The Human and Social Recovery Meeting was held on Tuesday 15 February 2022. The community service providers at this meeting agreed that they would continue to hold monthly meetings.

The LDMG will hold its quarterly LDMG meeting tomorrow, Thursday 3 March 2022 and the Bunya Mountains Disaster Management Sub Group meeting is due to be held this Friday 4 March 2022.

The next vaccination clinics will be held at Kingaroy Town Hall from 17 to 20 March 2022 and at Murgon Town Hall from 25 to 27 March 2022. 1, 2, boosters and children vaccinations will be available at these clinics.

WATER & WASTEWATER BRANCH PORTFOLIO REPORT

The following are current/planned works
 Updated as of 17/2/2021

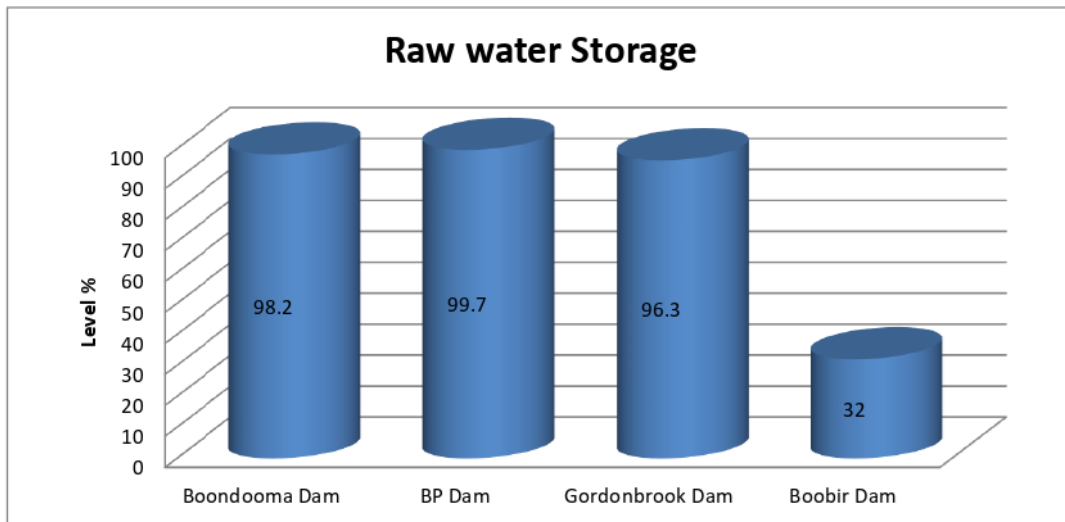
Capital Works 21/22 and Current Water Main Replacements

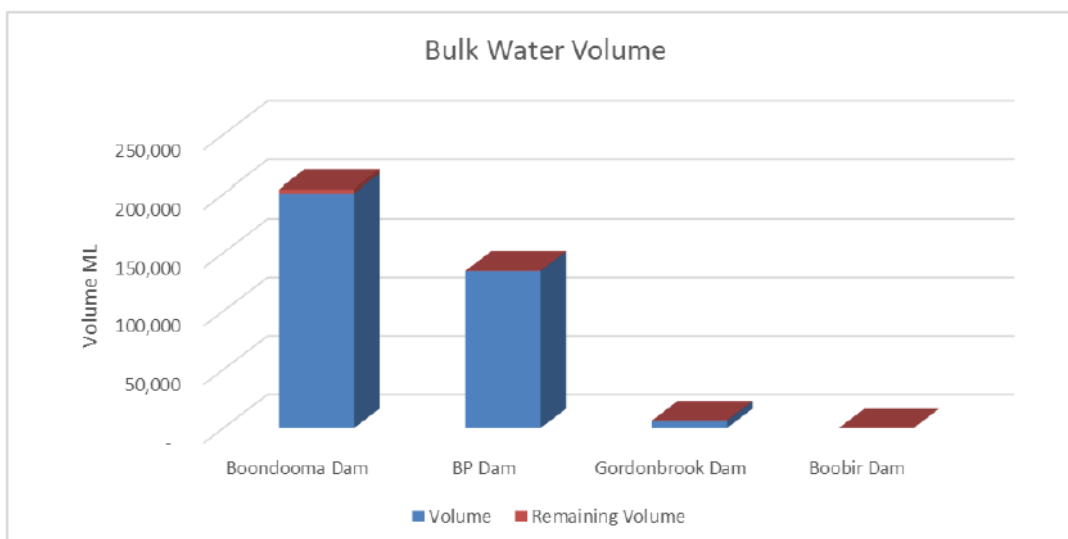
Name	Description	Expected Start	Expected Completion	Budget Amount	Actual
SCADA and Cyber Security Updates	Replace existing SCADA to regionalise system	July 2021	June 2022	\$350000	\$71,594
KTP - Kingaroy (Alford - Haly St) WMR	water main replacement.	Jan 2022	Feb 2022	\$317000	\$108,017

All other 21/22 CapEx works are under planning or awaiting tender approval.

Restriction & Dam Levels at 17/02/2022

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





Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current level	F5 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	280.19	204,200	200,504	98.2	100%	100%
Barker Barambah	BP Dam	Wondai, Murgon	307.36	307.28	134,900	134,522	99.7	100%	100%
	Gordonbrook Dam	Kingaroy	391.5	391.42	6,800	6,351	96.3	N/A	N/A
	Boobir Dam	Blackbutt	434	429.9	170	44	32	N/A	N/A

Key Highlights

Still Waiting on results on funding submission through Building our Regions round 6 for off stream storage of Boondooma water at Gordonbook Advice is the assessments have not be finalised.

Provision of the Off stream Storage would significantly reduce risk associated with the need to use 100% Gordonbrook sourced water in periods when Boondoomba supplies are offline.

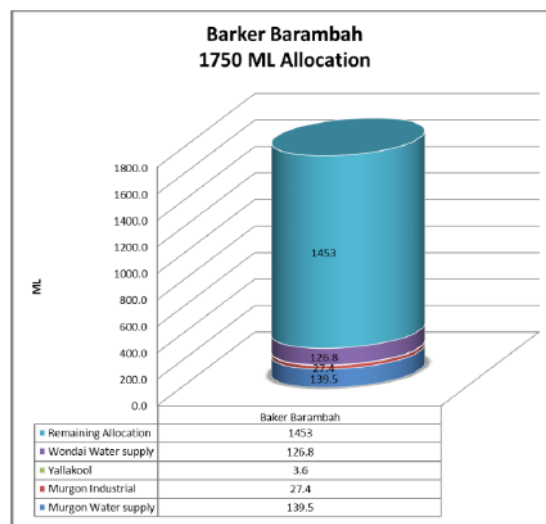
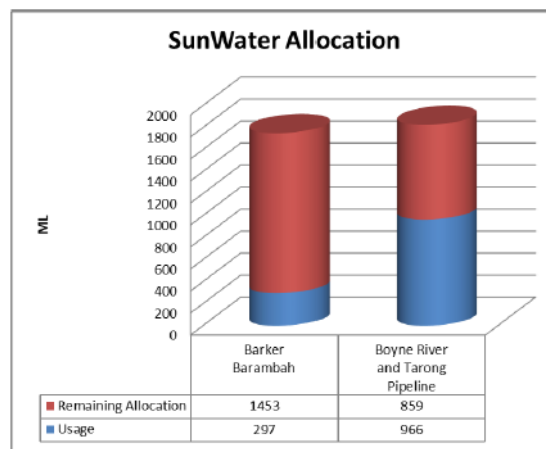
Council continues to monitor water storage throughout the region. Current levels as at 17/2/20222 are:

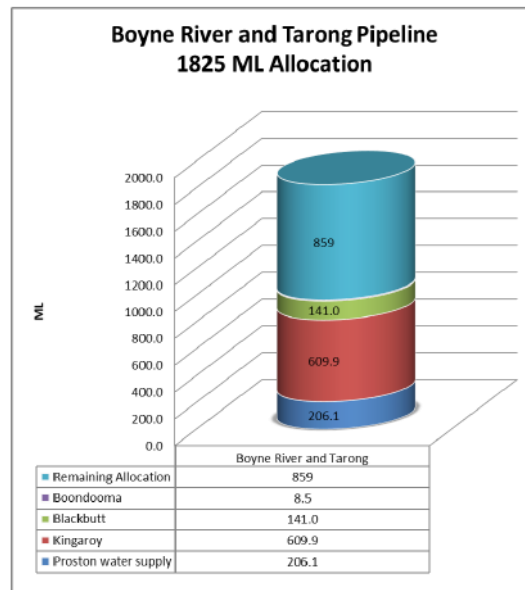
- Boondooma 98.2%.
- BP Dam 99.7%
- Gordonbrook Dam 96.3%.
- Boobir Dam 32%.

Water Allocations and Financial Year Consumption

Recorded at 17/2/2022

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	139.5	1400	1229.5	88%	37%
	Murgon Industrial	27.4				
	Yallakool	3.6				
	Wondai Water supply	126.8	350	223.186	64%	
	Sub Total	297	1750	1453	83%	
Boyne River and Tarong Pipeline	Proston water supply	206.1	500	293.9	59%	
	Kingaroy	609.9	1110	500.1	45%	
	Blackbutt	141.0	200	59.0	29%	
	Boondooma	8.5	15	6.5	43%	
	Sub Total	966	1825	859	47%	

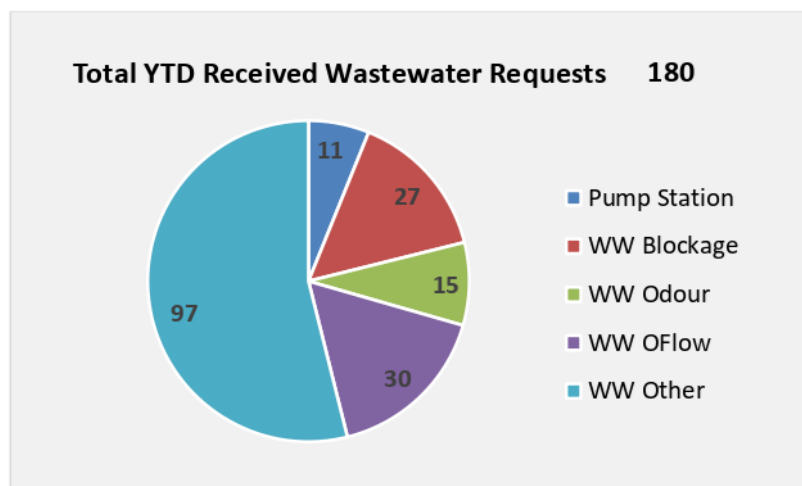


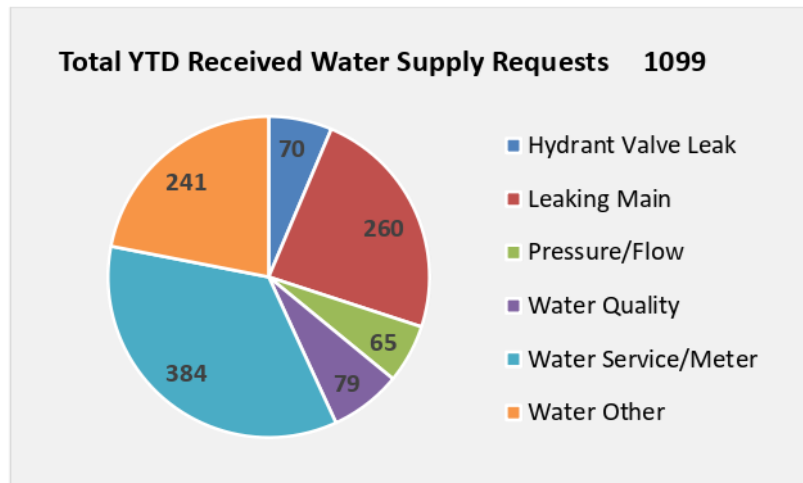


*Annual allocations are for the financial year

Reactive Work - Financial Year to Date

Town	Sewer Blockages	Other Sewer issues	Water Main Breaks	Other water issues
Kingaroy	20	34	19	400
Murgon	1	10	5	21
Wondai	1	7	5	18
Nanango	2	16	23	116
Blackbutt	0	0	2	35
Proston	0	1	1	3
Proston Rural	NA	NA	6	6
Kumbia	NA	NA	0	12
Wooroolin	NA	NA	2	13





8.2 STORM DAMAGE TO MT WOOROOLIN RESERVOIR ROOF

File Number: 02-03-22

Author: Manager Water & Wastewater

Authoriser: Chief Executive Officer

PRECIS

Storm Damage to Mt Wooroolin Reservoir Roof

SUMMARY

Significant damage occurred to the roof on Wooroolin Reservoir during a recent storm. Water Infrastructure Services have inspected the damaged roof structure and recommend replacement as soon as possible. The reservoir roof has been tarped as a temporary measure.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that Council Officers call for tenders with two (2) options for;

- (i) design and construct for existing roof replacement with Council providing the temporary bypass storage; and
- (ii) design and construct for a new five (5) meg reservoir with separable portions for roof replacement on the damaged reservoir.

BACKGROUND

Previously presented at the October Infrastructure Standing Committee was a report on the storm damage that occurred to the roof of the Mt Wooroolin reservoir.

This reservoir is the main treated water storage to supply Kingaroy. With extensive damage to the roof, treated water would be exposed to the elements and potential water contamination. Due to the potential risk to water quality, Council Officers reported the incident to the Water Regulator and Queensland Health. Both agencies are happy with the current temporary arrangements but will be monitoring progress on a permanent solution.

At short notice, Council engaged Water Infrastructure Services (WIS), as specialise reservoir company, to temporarily tarp up the structure to reduce any risk to water quality. WIS also conducted a structural assessment of the remaining roof structure and recommended the replacement of the entire roof as soon as possible.

WIS have previously been engaged by council to replace the roof on Orana and Scott St reservoirs and also previously tendered to replace the Mt Wooroolin Reservoir roof however budget constraints did not permit this work to proceed at the time.

As council is required to temporarily bypass the damaged reservoir while repairs are made, Council officers have been investigating options available. Councils Water Engineer is of the opinion that 500 – 600 kl of temporary water storage is required to provide safety of supply while repair works are carried out. Council is aiming for significant cost savings through working in an empty reservoir while at the same time avoiding any issues maintaining water quality.

Investigations have revealed three options available. Options one (1) & two (2) replace the damaged roof while operating on bypass storage and option 3 proposes a new reservoir is constructed beside the existing one while supplying water from the damaged reservoir then once built, drain and repair the existing damage reservoir.

Option one (1)

WIS specialist quote for the roof replacement is \$798,000 and requires the reservoir to be taken offline. Council have included a \$100,000 allowance for the construction of temporary bypass storage tanks. Two (2) 280,000 litre reusable temporary bypass storage tanks can be sourced from local suppliers. Under this option, one temporary storage would remain onsite as additional storage until the future five (5) ML reservoir is built while the other would then be relocated for reuse at Kingaroy Heights. At the completion of roof repairs, one temporary tank can be immediately reused at Kingaroy Heights to replace existing reservoir that is identified for future replacement in the Capital works program.

Risks

- Supply continuity is a risk with this option that will need to be carefully considered. Modelling is yet to confirm temporary storage volumes as estimated are suitable and will need to confirm the Reservoir St PS can be altered to supply and install VFD pumps (looking at another 8-12K to supply and install VFD's).

Total Estimated cost for the WIS project \$898,000

Option one (1) is the least preferred as it replaces like for like at a substantial cost and provides 2.1ML of storage at a cost of \$427.62 per kl.

Option two (2)

Council approached Concept Services for a quote for the roof replacement which resulted in a \$235,000 offer, providing the reservoir was off line and council removed the existing roof along with the roofing timbers and columns. As council is not a demolition contractor the best estimate would have this around the \$100,000 – \$150,000 giving an estimated cost of approximately \$400,000. Council have included a \$100,000 allowance for the construction of temporary bypass storage tanks. These 2 x 280,000 litre reusable Temporary bypass storage tanks can be sourced from local suppliers. Under this option, one temporary storage would remain onsite as additional storage until the future 5 ML reservoir is built, while the other would be relocated for reuse at Kingaroy Heights. At the completion of roof repairs, one temporary tank can be immediately reused at Kingaroy Heights to replace existing reservoir that is identified for future replacement in the Capital works program.

This option uses new tank technology liner system incorporating a floating sealed roof that provides the following benefits

- Drinking water quality is significantly enhanced as the cover effectively creates a sealed vessel
 - Ingress from dust, debris, vermin, animals is eliminated
 - Chlorination is reduced
 - Evaporation is eliminated
 - Small dewatering pumps to drain the cover in peak wet weather events, general wet weather pooling evaporates
 - Suppliers can provide bushfire and cyclone protection
 - 25 years warranted life
 - Suppliers can provide an optional maintenance program
- Around 50% saving on cost against a hard cover
- Around 50-75% faster on installation

Risks

- Council would have to arrange for the existing roof and timber roofing structure to be removed and disposed of prior to the company installing the system. Procuring a demolisher could be problematic currently.
- Supply continuity is a risk with this option that will need to be carefully considered. Modelling is yet to confirm temporary storage volumes as estimated are suitable and will need to confirm the Reservoir St PS can be altered to supply and install VFD pumps (looking at another 8-12K to supply and install VFD's).

Total Estimated cost for the Concept Services project \$500,000.

Option two (2) while similar to option 1 in that the final result is 2.1 meg of storage at a cost of \$238.10 per kl.

Option Three (3)

Concept Services also provided a budget quote for a new five (5) Meg reservoir 46m diameter x 3 m high with a 25 year design life for \$700,000. Given this is a budget only pricing the final price will most likely be around the \$1,000,000 including earthworks cut and fill, local pipework and land acquisition. Once this reservoir was built, the existing damaged reservoir could be taken off line and repaired by local builders at an estimated \$150,000. Unfortunately at time of writing Council officers have been unsuccessful getting a builder onsite to provide an estimate for roof replacement.

This option uses Concrete tilt panels with new tank technology liner system incorporating a floating sealed roof that provides the following benefits;

- Drinking water quality is significantly enhanced as the cover effectively creates a sealed vessel
 - Ingress from dust, debris, vermin, animals is eliminated
 - Chlorination is reduced
 - Evaporation is eliminated
 - A small dewatering pumps to drain the cover in peak wet weather events, general wet weather pooling evaporates
 - Suppliers can provide bushfire and cyclone protection
 - 25 years warranted life
 - Suppliers can provide an optional maintenance program
- Around 50% saving on cost against a hard cover
- Around 50-75% faster on installation

Risks

1. For this proposal Council is required to obtain additional land adjacent to the existing site. Council officers have already held talks with land owners as part moving to shovel ready status for future funding applications.

Total Estimated cost for the Concept Services project \$1,150,000.

Option three (3) is officers preferred as Council get a new 5 ML Reservoir in addition to replacing the roof of the existing 2.1 ML reservoir which results in 7.1 ML storage which is a key stage in Council's long term goal of augmenting network storage deficits in Kingaroy.

Option three (3) results in 7.1 ML of storage at a cost of \$161.97 per kl.

It is proposed to call tenders for design and construct tenders with two alternative acceptable options:

1. existing roof replacement with Council providing the temporary bypass storage or design; or
2. construct a new five (5) ML reservoir with separable portions for roof replacement on the damaged reservoir. Separable portions for the roof replacement are proposed for this option so that Council receives an industry assessment of probable cost but remains free to engage local trade builders if beneficial.

	Roof Replacement	Roof Replacement	New Reservoir
Existing Reservoir Capacity	2.1 meg	2.1 meg	2.1 meg
New Reservoir Capacity			5 meg
Total Capacity after Works	2.1 meg	2.1 meg	7.1 meg
WIS	798,000.00		
Concept		400,000.00	
Concept			700,000.00
Land acquisition	not required	not required	50,000.00
Earthworks & local pipework	40,000.00	40,000.00	250,000.00
Reusable Temporary bypass storage tanks Sourced from local suppliers. One to stay as redundant supply the other reused at Kingaroy heights to replace existing old tank	60,000.00	60,000.00	not required, use existing damaged Reservoir and repair after new reservoir is built
Local Builder repair of existing roof after new Res is built	not required	not required	150,000.00
Total Estimated Cost	\$ 898,000.00	\$ 500,000.00	\$ 1,150,000.00
Cost of final storage capacity Per Kilotitre	\$ 427.62	\$ 238.10	\$ 161.97



ATTACHMENTS

Nil

9 QUESTIONS ON NOTICE

9.1 QUESTIONS ON NOTICE

File Number: 02-03-22

Author: Personal Assistant Infrastructure

Authoriser: Chief Executive Officer

The following questions on notice were received at the December Infrastructure Standing Committee held on Wednesday 1 December 2021 and the February Infrastructure Standing Committee Meeting held on Wednesday 2 of February 2022.

Questions

1. Are we proceeding with the Taylors road signage and that Council is going to provide the signage for Taylors rd and DTMR to provide the signage for the Bunya Highway. Where is this at?
2. Mayor Otto has requested that Tanduringie Bridge be placed on the next TAC agenda regarding solar powered flashing electronic signage as a warning there is a single lane bridge ahead?
3. Where are we at regarding painting the backs of the new entry signage?
4. Has the chambers been presented with a list of the roads being resealed in the reseal program?
5. Cr Duff requested an update on her Question on Notice from December Infrastructure Standing Committee meeting:

When is the community consultation taking place in relation to the redesign of Apex Park Kumbia, possible relocation of overnight motorhome and camping to the sportsground, heavy vehicle/truck decoupling and parking bay facilities, and will the divisional Councillor be involved in that? Report to be provided to the next Infrastructure Standing Committee meeting

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. **March Question on Notice Responses**  

Infrastructure's Questions on Notice

(Q1) Question on notice from Cr Kathy Duff:

Are we proceeding with the Taylors road signage and that Council is going to provide the signage for Taylors rd and DTMR to provide the signage for the Bunya Highway. Where is this at?

As December TAC meeting minutes have now been resolved by Council at the January General Council meeting, these actions as outlined can now be actioned by Council officers.

(Q2) Question on notice from Mayor Otto:

Mayor Otto has requested that Tanduringie Bridge be placed on the next TAC agenda regarding solar powered flashing electronic signage as a warning there is a single lane bridge ahead?

Item has been added to TAC agenda for the next meeting to be held on the 8 March 2022

(Q3) Question on notice from Cr Potter:

Where are we at regarding painting the backs of the new entry signage?

Initial concept designs were presented at the June Infrastructure Standing Committee meeting. The carried Committee Resolution required Council to note the concept design options presented and that further input from the regions traditional owners was to be sought before reporting back to a future Infrastructure Standing Committee meeting. Due to community health issues in our region and priorities, a meeting has not been held. We are currently working to schedule a meeting with representatives of the traditional land owners.

(Q4) Question on notice from Cr Duff:

Has the chambers been presented with a list of the roads being resealed in the reseal program?

Yes, during the 2021/22 budget deliberations the various programs were presented. The reseal list has been incorporated into the March ISC Roads and Drainage report for Councillor's information.

(Q5) Question on notice from Cr Duff

Cr Duff requested an update on her Question on Notice from December Infrastructure Standing Committee meeting:

When is the community consultation taking place in relation to the redesign of Apex Park Kumbia, possible relocation of overnight motorhome and camping to the sportsground, heavy vehicle/truck decoupling and parking bay facilities, and will the divisional Councillor be involved in that? Report to be provided to the next Infrastructure Standing Committee meeting.

This Question on Notice response will be provided at the March Community Standing Committee meeting.

10 CONFIDENTIAL SECTION

11 CLOSURE OF MEETING