



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Budget Committee Meeting Wednesday, 15 March 2023

I hereby give notice that a Meeting of the Budget Committee will be held on:

Date: Wednesday, 15 March 2023

Time: 8:30am

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

**Mark Pitt PSM
Chief Executive Officer**

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

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 15 FEBRUARY 2023

File Number: 15-3-2023

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Budget Committee Meeting held on 15 February 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Budget Committee Meeting held on 15 February 2023**



MINUTES

Budget Committee Meeting Wednesday, 15 February 2023

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
BUDGET COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 15 FEBRUARY 2023 AT 9AM**

PRESENT:**Councillors:**

Cr Brett Otto (Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Craig Patch (Strategic Asset Management Accountant), Kevin Searle (Manager Works), James D'Arcy (Manager Infrastructure Planning), Tim Low (Manager Water & Wastewater), Kerri Anderson (Manager of Finance & Sustainability), Leanne Petersen (Manager Facilities & Parks), Jennifer Pointon (Manager Community & Lifestyle), Kimberley Donohue (Executive Assistant).

1 OPENING

Mayor Otto opened the meeting with the Lords Prayer and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2023/130

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

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

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

Against: Nil

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

4 DECLARATION OF INTEREST

I, Cr Jane Erkens inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in agenda **Item 6.7.1** - Facade Improvement Program.

The nature of my interest is as follows:

This declarable conflict of interest arises as I own two commercial business in the Nanango CBD.

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

I, Mayor Brett Otto inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in agenda **Item 6.7.1 - Facade Improvement Program**.

The nature of my interest is as follows:

This declarable conflict of interest arises as I lease a building in the defined areas of the footprint.

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

I, Cr Kathy Duff inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in agenda **Item 6.7.1 - Facade Improvement Program**.

The nature of my interest is as follows:

This declarable conflict of interest arises as I have donated money to the Proston CBD shops.

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 12 DECEMBER 2022

COMMITTEE RESOLUTION 2023/131

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Minutes of the Budget Committee Meeting held on 12 December 2022 be received and the recommendations therein be adopted

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

Against: Nil

CARRIED 6/0

Attendance:

At 8:56am, Manager Facilities & Parks Leanne Petersen entered the meeting.

At 9:09 am, Cr Danita Potter left the meeting.

At 9:09am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:09am, General Manager Liveability Peter O'May left the meeting.

At 9:11 am, Cr Danita Potter returned to the meeting.

At 9:14am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 9:14am, General Manager Liveability Peter O'May returned to the meeting.

At 9:26am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:29am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 9:29am, Coordinator Executive Services Lynelle Paterson entered the meeting.

At 9:29am, Coordinator Executive Services Lynelle Paterson left the meeting.

6 BUSINESS**6.1 2ND QUARTER FORECAST 2022/2023**

COMMITTEE RECOMMENDATION

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be presented to Council for adoption at the February Council Meeting.

AMENDMENT

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be received for information and that Council's Executive team review the 2022/23 Capital Budget and bring forward a proposal to further reduce this year's program and prioritise externally funded and co-funded projects

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

Against: Nil

CARRIED 6/0**THE AMENDMENT BECAME THE RESOLUTION**

COMMITTEE RESOLUTION 2023/132

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be received for information and that Council's Executive team review the 2022/23 Capital Budget and bring forward a proposal to further reduce this year's program and prioritise externally funded and co-funded projects

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

Against: Nil

CARRIED 6/0**6.1.1 QUESTION ON NOTICE - REPA FUNDING**

Question on Notice received from Cr Kirstie Schumacher:

How much REPA funding was applied for, how much was approved and what is the forecast of approval?

Attendance:

At 9:49am, Manager Water & Wastewater Tim Low left the meeting.

At 9:56am, Manager Water & Wastewater Tim Low returned to the meeting.

6.2 2023/24 DRAFT WORKS CAPEX BUDGET

COMMITTEE RESOLUTION 2023/133

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the Committee receive the proposed 2023 – 2024 draft budget for Works Capex program and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

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

Against: Nil

CARRIED 6/0

Attendance:

During morning tea Manager Infrastructure Planning, James D'Arcy, Manager Works, Kevin Searle and Manger Water & Wastewater, Tim Low left the meeting.

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/134

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/135

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the meeting resume at 10:34am.

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

Against: Nil

CARRIED 6/0

Attendance:

At 10:34am, General Manager Liveability Peter O'May returned to the meeting.

At 10:39am, Executive Assistant Wendy Kruger entered the meeting.

At 10:39am, Executive Assistant Wendy Kruger left the meeting.

6.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCI) PROGRAM - PHASE 4

COMMITTEE RESOLUTION 2023/136

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That Council note the report for information.

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

Against: Nil

CARRIED 6/0

6.3.1 HIGH PRIORITY PROJECTS

COMMITTEE RESOLUTION 2023/137

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the Executive teamwork with their managers to compile a short list of projects that have been scoped and identified as a high priority need and that could be delivered within the funding timeline and could compliment the 2023/24 capex program reducing Councils need to fund these priorities with cash.

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

Against: Nil

CARRIED 6/0

Attendance:

At 11:05am, Managet Community & Lifestyle Jennifer Pointon entered the meeting.

6.4 UPDATE ON W4Q PROJECTS - FACILITIES AND PARKS

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That South Burnett Regional Council receives the Works for Queensland Program Round 4 2021-24 update.
 2. Council maintains its commitment of \$365,000 in W4Q Round 4 funding for the Murgon PCYC renovations and allocates an additional \$295,000 from restricted cash as part of the Capital Works program for 2023/2024 to fund the total estimated project cost Of \$660,000.
 3. Council proceeds to complete the PCYC bathroom renovations in accordance with the design plans tabled at the Standing Committee Meeting on 7th December 2022 as part of the Capital Works program for 2023/2024.
-
-

COMMITTEE RESOLUTION 2023/138

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the matter lay on the table until the February Ordinary Meeting.

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

Against: Nil

CARRIED 6/0

6.4.1 QUESTION ON NOTICE - PCYC

Question on Notice received from Cr Danita Potter:
How much has Council spent on the PCYC over the years?

6.4.2 QUESTION ON NOTICE - PCYC LEASE

OFFICER'S RECOMMENDATION

Question on Notice received from Cr Jane Erkens:
What lease arrangement is the PCYC on? Is there a special clause for maintenance?

ADJOURN LUNCH

COMMITTEE RESOLUTION 2023/139

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That the meeting adjourn for lunch.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/140

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the meeting resume at 1:54pm.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2pm, Executive Assistant Bree Hunt entered the meeting.

At 2pm, Executive Assistant Kimberley Donohue left the meeting.

6.5 KINGAROY MEMORIAL PARK MASTERPLAN - YOUTH PRECINCT DEVELOPMENT

COMMITTEE RESOLUTION 2023/141

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. South Burnett Regional Council submit a funding application under the Minor Infrastructure Program for the development of Stage 1 of the Kingaroy Memorial Park Youth Recreation Precinct to the total project value of \$450,000.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:05pm, Executive Assistant Kimberley Donohue returned to the meeting.

At 2:05pm, Executive Assistant Bree Hunt left the meeting.

6.6 MINOR INFRASTRUCTURE PROGRAM

COMMITTEE RESOLUTION 2023/142

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That Council nominate the following project for the Minor Infrastructure Program funding

- South Burnett Regional Council support the development of the South Burnett Mountain Club Inc Master Plan for Gordonbrook through a commitment of 20% of the approved grant should the application be successful;
- The South Burnett Regional Council provide a written commitment to the SBMTB Club as to supporting long-term tenure over the Gordonbrook property;
- The South Burnett Regional Council provide a report to the SBMTB Club in advance of the funding application due date as to the development application / building approval requirements applying to this component of their Master Plan.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:22pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 2:26pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

6.7 2022/2023 BUDGET - COMMUNITY DEVELOPMENT - BLACK SUMMER BUSHFIRE**COMMITTEE RESOLUTION 2023/143**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council;

That Council receive the proposed 2022-2023 budget update for the Community Black Summer Bushfire project and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:34 pm, Cr Jane Erkens having informed that there is a declarable conflict of interest in Item 6.7.1, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

At 2:34 pm, Cr Brett Otto having informed that there is a declarable conflict of interest in Item 6.7.1, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on and Cr Potter took the chair.

At 2:38pm, Coordinator Community Development Margie Hams entered the meeting.

At 2:38pm, Community Grants Officer Leisa Wilson entered the meeting.

At 2:48 pm, Cr Kathy Duff having informed that there is a declarable conflict of interest in Item 6.7.1, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

At 2:51pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 2:52pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

6.7.1 FACADE IMPROVEMENT PROGRAM**COMMITTEE RECOMMENDATION**

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council;

That Council;

1. Does not extend the closing date of the funding round two (2) of the façade improvement program; and
2. That we go back to the funding source to request the option of opening the funding up to shops in towns and villages with a view to opening up a round three (3).

AMENDMENT

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council;

That a report be brought back to the May Liveability, Governance and Finance Standing Committee Meeting with the advice and recommendations following round two (2) of the façade improvement program and detailing how Council may deliver the program and expend all funding by extending the definded CBD areas and villages across the South Burnett Region.

Attendance:

At 2:51pm, Chief Executive Officer Mark Pitt left the meeting.

At 2:52pm, Chief Executive Officer Mark Pitt returned to the meeting.

Due to loss of quorum the remaining Councillors dealt procedurally with the matter in accordance with *Conduct of Council & Committee Meeting Policy S.3.54*.

COMMITTEE RESOLUTION 2023/144

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Council does not decide on the matter and takes no further action.

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

Against: Nil

CARRIED 3/0

Attendance:

At 2:56 pm, Cr Kathy Duff returned to the meeting.

At 2:56 pm, Cr Jane Erkens returned to the meeting.

At 2:56 pm, Cr Brett Otto returned to the meeting and resumed the chair.

At 2:57pm, Coordinator Community Development Margie Hams left the meeting.

At 2:57pm, Community Grants Officer Leisa Wilson left the meeting.

6.8 COUNCILLOR SALARY INCREASE FROM 1ST JULY 2023

COMMITTEE RESOLUTION 2023/145

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Committee recommend to Council:

That Council notes the decision of the annual remuneration as determined by the independent Local Government Remuneration Commission for the 2023/2024 period and advises the commission that Council wishes to accept an amount lower than the maximum remuneration payable to Councillors (including the Mayor and Deputy Mayor) representing an amount of 4% for Category 3 Councils as below:

- Mayor - \$138,524
- Deputy Mayor - \$86,577
- Councillors - \$73,589

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

CARRIED 4/2

7 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/146

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

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*:

7.1 Wondai Roundabout Refurbishment Project

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

Against: Nil

CARRIED 6/0

Attendance:

At 3:19pm, Manager Water & Wastewater Tim Low returned to the meeting via teams.

At 3:21pm, Manager Water & Wastewater Tim Low left the meeting.

COMMITTEE RESOLUTION 2023/147

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 6/0

7.1 WONDAI ROUNDABOUT REFURBISHMENT PROJECT

COMMITTEE RESOLUTION 2023/148

Moved: Cr Scott Henschen
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

1. Council commits to completing the construction of the Wondai roundabout by 30 November 2023 subject to weather and resource availability
2. Council undertakes a cost analysis to determine whether the project be delivered internally or externally.
3. Council considers complimentary works for the completion of the Scott Street (Haly to Edward) redevelopment works in parallel with the roundabout works.

4. Council continues to advocate for road improvements to DTMR.

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

Against: Nil

CARRIED 6/0

8 CLOSURE OF MEETING

The Meeting closed at 3:37pm.

The minutes of this meeting were confirmed at the Budget Committee Meeting held on 15 March 2023.

.....
CHAIRPERSON

6 NOTICES OF MOTION

6.1 DOG REGISTRATION FEES

File Number: 15-03-2023

I, Councillor Brett Otto, give notice that at the next Budget Committee Meeting of Council to be held on 15 March 2023, I intend to move the following motion:

MOTION

The Committee recommends to Council that:

Council adopts the following changes to the fees and charges schedule for the 2023/2024 year:

Impounding – Domestic:

- Impound release fee > from \$75 to \$150
- Dogs – unregistered > from \$150 to \$300

Registration – Dogs in Defined Area:

- Defined area entire dog > from \$131 to \$60
- Defined area entire dog - pensioner > from \$65.50 to \$30
- Defined area desexed dog > from \$33 to \$10
- Defined area desexed dog – pensioner > from \$16.50 to \$5
- Defined area puppy > from \$33 to \$10
- Defined area puppy – pensioner > from \$16.50 to \$5

Registration – Dogs in Non-Defined Rural Residential Area:

- Rural residential non defined area entire dog > from \$65.50 to \$60
- Rural residential non defined area entire dog - pensioner > from \$32.75 to \$30
- Rural residential non defined area desexed dog > from \$33 to \$10
- Rural residential non defined area desexed dog – pensioner > from \$16.50 to \$5
- Rural residential non defined area puppy > from \$33 to \$10
- Defined area puppy – pensioner > from \$16.50 to \$5

Registration – Dogs in Non-Defined Area (Farms):

- Working dog – non defined area > from \$10 to no charge
- Non defined area entire dog > from \$28 to no charge
- Non defined area desexed dog > from \$10 to no charge
- Non defined area – pensioner > from \$10 to no charge
- Non defined area puppy > from \$10 to no charge

Regulated Dogs:

- Declared restricted dog > from \$200 to \$300
- Declared menacing dog > from \$200 to \$300
- Declared dangerous dog > from \$200 to \$400

All other categories to remain unchanged from 22/23.

RATIONALE

The current fee structure is a disincentive to owners in registering their dogs.

An increase in registrations through this new fee structure will enable more effective management of dogs across the region.

The operational costs in undertaking systematic investigations on un-registered dogs comes at a significant cost to council.

The decrease in registration fees alongside an increase in impoundment fees will serve to reward those who do the right thing and impose tougher costs on those doing the wrong thing.

The increase in fees for restricted, menacing and dangerous dogs will hopefully serve to disincentivise the keeping of such dogs in our communities.

FINANCIAL IMPLICATIONS

The attached report shows a predicted decline in revenue of approximately \$137,912, thereby reducing revenue from approximately \$257,841 to \$119,929.

Operational cost savings are expected from a reduction in systematic inspection costs, debtor recovery costs and the workload of our compliance officers.

Councils Systematic Inspection Program is undertaken by contractors across Kingaroy, Kumbia, Crawford, Memerambi, Taabinga, Wooroolin Nanango, Maidenwell, Brooklands, Blackbutt, Benarkin, Maidenwell, Wondai, Proston, Tingoorra, Mondure, Hivesville and Murgon in order to monitor compliance with the requirements of the Animal Management (Cats and Dogs) Act 2008, more specifically dog registration.

Failure to register will result in a Penalty Infringement Notice being issued – this equates to \$287.00 per offence.

CORPORATE PLAN

EN9 Develop and implement a systematic programme to identify and take action to address stray / feral / pests and wild animals.

I commend this Notice of Motion to Council.

ATTACHMENTS

1. **Dog Registration Fees Report Proposed 23-24** [↓](#) 

Current Active Dogs as at 6.12.2022							
Animal Class	Current Count	Proposed fee		2022/23 Fee	Decrease	\$ Decrease	
Defined Area - Desexed	2075	\$ 10.00	2214	\$ 20,750.00	\$ 33.00	-\$ 23.00	-\$ 47,725.00
<i>Defined Area - Desexed not chipped category removed</i>	139	\$ 10.00	139	\$ 1,390.00	\$ 33.00	-\$ 23.00	-\$ 3,197.00
Defined Area - Desexed - Pensioner	697	\$ 5.00		\$ 3,485.00	\$ 16.50	-\$ 11.50	-\$ 8,015.50
Defined Area - Entire	471	\$ 60.00	605	\$ 28,260.00	\$ 131.00	-\$ 71.00	-\$ 33,441.00
<i>Defined Area - Desexed not chipped category removed</i>	134	\$ 60.00	134	\$ 8,040.00	\$ 131.00	-\$ 71.00	-\$ 9,514.00
Defined Area - Entire - Pensioner	27	\$ 30.00		\$ 810.00	\$ 65.50	-\$ 35.50	-\$ 958.50
Defined Area - Puppy - Pensioner	5	\$ 5.00		\$ 25.00	\$ 16.50	-\$ 11.50	-\$ 57.50
Defined Puppy	41	\$ 10.00		\$ 410.00	\$ 33.00	-\$ 23.00	-\$ 943.00
	3589			\$ 63,170.00			-\$ 103,851.50
Non Defined - Desexed	221	\$ 10.00		\$ 2,210.00	\$ 10.00	\$ -	\$ -
Non Defined - Desexed & Microchipped	2	\$ 10.00		\$ 20.00	\$ 10.00	\$ -	\$ -
Non Defined - Entire	113	\$ 28.00		\$ 3,164.00	\$ 28.00	\$ -	\$ -
Non Defined - Puppy	4	\$ 10.00		\$ 40.00	\$ 10.00	\$ -	\$ -
Non Defined Desexed - Pensioner	4	\$ 10.00		\$ 40.00	\$ 10.00	\$ -	\$ -
	344			\$ 3,244.00		\$ -	\$ -
Rural Res - Desexed	1357	\$ 10.00		\$ 13,570.00	\$ 33.00	-\$ 23.00	-\$ 31,211.00
Rural Res Desexed - Pensioner	89	\$ 5.00		\$ 445.00	\$ 16.50	-\$ 11.50	-\$ 1,023.50
Rural Res Entire	558	\$ 60.00		\$ 33,480.00	\$ 65.50	-\$ 5.50	-\$ 3,069.00
Rural Res Entire - Pensioner	19	\$ 30.00		\$ 570.00	\$ 32.75	-\$ 2.75	-\$ 52.25
Rural Res - Puppy - Pensioner	2	\$ 5.00		\$ 10.00	\$ 16.50	-\$ 11.50	-\$ 23.00
Rural Res Puppy	34	\$ 10.00		\$ 340.00	\$ 33.00	-\$ 23.00	-\$ 782.00
	2059			\$ 48,415.00			-\$ 36,160.75
Declared Dangerous	6	\$ 400.00		\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,200.00
Declared Menacing	9	\$ 300.00		\$ 2,700.00	\$ 200.00	\$ 100.00	\$ 900.00
	15			\$ 5,100.00			\$ 2,100.00
Assitance	3	no charge					
	6010			\$ 119,929.00			-\$ 137,912.25

7 BUSINESS

7.1 23-24 DRAFT FEES AND CHARGES

File Number: 15.03.2023

Author: Manager Finance & Sustainability

Authoriser: Chief Executive Officer

PRECIS

The work in progress draft Register of Fees and Charges for the South Burnett Regional Council.

SUMMARY

The work in progress draft Register of Fees and Charges for the 23-24 year has been provided for consideration as part of the budget process.

OFFICER'S RECOMMENDATION

That the Committee provide guidance on any changes or considerations to be included in the draft 23-24 fees and charges, with the final draft to be presented to the June Ordinary Council meeting for adoption.

BACKGROUND

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

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

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

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

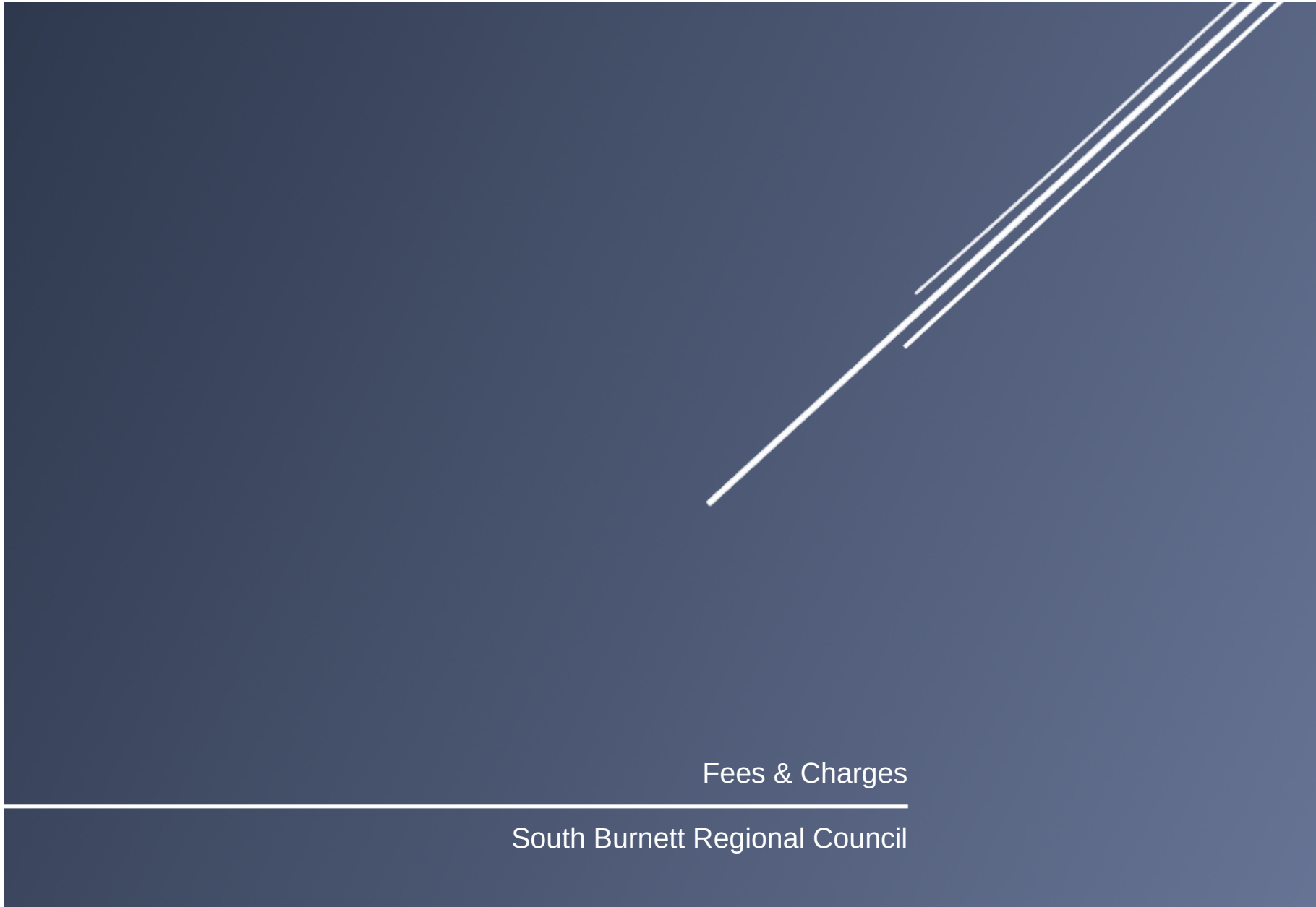
A commercial fee is for a service that Council provides; however, the service could also be sourced from another provider.

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

The Fees and Charges in the attached schedule are a work in progress draft which is due to be finalised by the end of March 2023. The fees have been generally increased by 3.65% as a starting point and have been rounded to the closest 50c (there are some exceptions to this especially in the printing section). Some fees have not changed from those charged in the 2022/2023 financial year and a more detailed review undertaken in some cases. The charges for 2022/2023 financial year have been included in the schedule to allow comparison with the proposed charges for the 2023/2024 financial year.

ATTACHMENTS

1. **23/24 Preliminary Draft Fees & Charges**  



Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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South Burnett Regional Council

Animals – Domestic

Registration:

All fees are waived for the initial registration for the first registrable year for dogs purchased through the RSPCA re-homing facility.

When a new dog is registered, the fee payable will be calculated as a fraction of the full fee for the 12 month period, based on the number of months remaining in the registration period, excluding the current month in which the dog is to be registered. For example, the dog registration period is December 1 in any year to November 30 the following year. If a dog owner went to register a new entire dog within the defined area in August 2022 then the applicable dog registration amount would be: \$131 (2022/2023 fee) x 3/12 = \$32.75.

Reciprocal registration applies for an animal **currently** registered in another shire and transferring to the South Burnett. No fee applies for remainder of current registration period.

Deceased Dog:

Deceased Animal Refund – 50% refund of the initial registration fee (less any concession applicable) where animal is deceased in the first 6 months of the registration period. There will be no refund where the animal is deceased after the first 6 months of the registration period.

Desexing – New Animal or Renewal:

If the dog is registered as Entire and the animal is subsequently desexed within 6 months of being registered then there will be a reimbursement of the difference between the registration fee paid and the revised fee upon production of the necessary supporting documentation/certificates.

Pensioners

A 50% reduction on dog registration fees is available to all pensioners on presentation to Council of a current eligible pension card.

Microchipping

As per the Animal Management (Cats & Dogs) Act 2008 section 13 & 14, all animals prior to sale/transfer and/or prior to reaching 12 weeks of age are required to be microchipped. As a result, fines will be issued to animal owners if found to be non-microchipped.

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Impounding – Domestic

Release Fee: Cats and Dogs

Impound Release Fee	\$75.00	\$77.50	3.33%	\$2.50		Reviewed
Dogs – Unregistered	\$150.00	\$155.50	3.67%	\$5.50		Reviewed
Sustenance Fee	\$12.00	\$12.50	4.17%	\$0.50	per day	Reviewed
Veterinary and Other Costs				At Cost		Reviewed

Payment prior to release of impounded animal of actual veterinary and other costs incurred in impounding the animal.

Permits

To keep excess animals (e.g. three (3) dogs) in a Registrable Area.

Application for Permit	\$190.00	\$197.00	3.68%	\$7.00		Reviewed
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Registration – Dogs

Defined Area

Defined Area - Entire Dog	\$131.00	\$136.00	3.82%	\$5.00		Reviewed
Define Area Entire Dog - Pensioner	\$65.50	\$68.00	3.82%	\$2.50		Reviewed
Defined Area - Desexed Dog	\$33.00	\$34.00	3.03%	\$1.00		Reviewed
Defined Area - Desexed Dog - Pensioner	\$16.50	\$17.00	3.03%	\$0.50		Reviewed
Defined Area - Puppy	\$33.00	\$34.00	3.03%	\$1.00		Reviewed

Dogs under 6 months of age – registered until November 30.

Defined Area - Puppy - Pensioner	\$16.50	\$17.00	3.03%	\$0.50		Reviewed
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Dogs under 6 months of age - registered until November 30.

ID Tag/Replacement Tag	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Defined Area - Assistance Dogs for the Blind/Deaf/Companion				No Charge		Reviewed

Non- Defined - Rural Residential

Rural Residential (Non-Defined Area) - Desexed Dog	\$33.00	\$34.00	3.03%	\$1.00		Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Non- Defined - Rural Residential [continued]

Rural Residential (Non-Defined Area) - Desexed Dog - Pensioner	\$16.50	\$17.00	3.03%	\$0.50		Reviewed
Rural Residential (Non-Defined Area) - Entire Dog	\$65.50	\$68.00	3.82%	\$2.50		Reviewed
Rural Residential (Non-Defined Area) - Entire Dog - Pensioner	\$32.75	\$34.00	3.82%	\$1.25		Reviewed
Rural Residential (Non-Defined Area) - Puppy	\$33.00	\$34.00	3.03%	\$1.00		Reviewed
Rural Residential (Non-Defined Area) - Puppy - Pensioner	\$16.50	\$17.00	3.03%	\$0.50		Reviewed

Non-Defined Area

Working Dog (Non Defined Area) – Tag Cost Only	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Completion of Statutory Declaration required.						
Non-Defined Area Entire Dog	\$28.00	\$29.00	3.57%	\$1.00		Reviewed
Non-Defined Area - Desexed Dog	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Non-Defined Area - Pensioner	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Desexed and microchipped dogs only.						
Non-Defined Area - Puppy	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Dogs under 6 months of age – registered until November 30.						
Non-Defined - Assistance Dogs for the Blind/Deaf/Companion				No Charge		Reviewed

Breeders and Show Dogs

Breeders and Show Dogs Permit	\$295.00	\$306.00	3.73%	\$11.00		Reviewed
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Regulated Dogs

Declared Restricted Dog	\$200.00	\$207.50	3.75%	\$7.50		Reviewed
Declared Menacing Dog	\$200.00	\$207.50	3.75%	\$7.50		Reviewed
Declared Dangerous Dog	\$200.00	\$207.50	3.75%	\$7.50		Reviewed

Traps

Cat Trap Bond	\$100.00	\$100.00	0.00%	\$0.00		Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
Traps [continued]						
Cat Trap Hire	\$40.00	\$41.50	3.75%	\$1.50	per every two weeks or part thereof	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Animals – Other

Depasture

Maximum fees as prescribed by Regulations.

Large Stock	Minimum Fee Set by DNRME under <i>Stock Route Management Act 2002</i>			per head per week	Reviewed	
Alpacas, Asses, Camels, Cattle, Donkeys, Horses, Llamas, Mules and/or Vicunas - minimum charge.						
Small Stock	\$0.10	\$0.10	0.00%	\$0.00	per head per week	Reviewed
Goats and/or Sheep - minimum charge.						

Impounding – Other Domestic Livestock

Cattle and Horses

Impounding Fee (Release) - First Animal Only	\$326.00	\$338.00	3.68%	\$12.01	first animal only	Reviewed
Impounding Fee (Release) - Second and subsequent animals	\$70.00	\$72.50	3.57%	\$2.50	Per Head After First Animal	Reviewed
Poundage Fee	\$42.00	\$43.50	3.57%	\$1.50	per head per day	Reviewed
Transport Costs				At Cost		Reviewed
Sustenance Rate - Feed Charge	\$27.00	\$28.00	3.70%	\$1.00	per head per day	Reviewed
Advertising Cost				At Cost		Reviewed
South Burnett Regional Council NLIS Tag	\$26.50	\$27.50	3.77%	\$1.00	Per Head	Reviewed

Pigs, Goats, Sheep, and Other Domestic Livestock

Impounding Fee (Release)	\$150.00	\$155.50	3.67%	\$5.51	first animal only	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Pigs, Goats, Sheep, and Other Domestic Livestock [continued]

Impounding Fee (Release)	\$27.00	\$28.00	3.70%	\$1.00	Per Head After First Animal	Reviewed
Second and subsequent animals.						
Poundage Fee	\$27.00	\$28.00	3.70%	\$1.00	per head per day	Reviewed
Transport Costs				At Cost		Reviewed
Sustenance Rate - Feed Charge	\$16.00	\$16.50	3.13%	\$0.51	Per Head Per Day	Reviewed
Advertising Cost				At Cost		Reviewed
South Burnett Regional Council NLIS Tag	\$26.50	\$27.50	3.77%	\$1.00	Per Head	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Bjelke-Petersen Dam Caravan and Recreation Park

PEAK PERIOD – 16-Sep-2023 to 02-Oct-2023, 9-Dec-2023 to 21-Jan-2024 and 29 March-2024 to 14-Apr-2024 – Increase on Cabin/Villa Style and Ensuite Accommodation.

Accommodation

Standard Cabins (9)

Maximum of 4 persons (2 Adults & 2 Children)

All linen provided.

Self-Contained – Sleeps up to 4 with TV, 1 double bed, and 2 bunk beds.

Up to 2 Persons – Off-Peak	\$120.00	\$120.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$130.00	\$130.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

2 Bedroom Family Villas (3)

Maximum of 7 persons.

All linen provided.

Self-Contained – Sleeps up to 7 with air-conditioning, DVD player, large TV, 1 queen bed, 1 single and double bunk bed, and 1 double pull-out lounge.

Up to 2 Persons – Off-Peak	\$140.00	\$140.00	0.00%	\$0.00	per night	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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2 Bedroom Family Villas (3) [continued]

Up to 2 Persons – Peak	\$154.00	\$154.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Lakeside Open Plan Villas (2)

Maximum of 6 persons.

All linen provided.

Self-Contained – Sleeps up to 6 with air-conditioning, DVD player, large TV, 1 double bed, 1 double pull-out lounge and 1 single bed with trundle bed available

Up to 2 Persons – Off-Peak	\$140.00	\$140.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$154.00	\$154.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Powered Sites

Maximum 6 persons per site.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	\$35.00	\$35.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$44.00	\$44.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Unpowered Sites

Maximum 8 persons per site.

Children under 2 years – No Charge.

1 Person – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	one (1) night only	Reviewed
1 Person – Peak	\$20.00	\$20.00	0.00%	\$0.00	one (1) night only	Reviewed
1 Child – Off-Peak Under 12 years.	\$8.00	\$8.00	0.00%	\$0.00	per night	Reviewed
1 Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Ensuite Powered Caravan Sites

Maximum 6 persons per site.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	\$45.00	\$45.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$50.00	\$50.00	0.00%	\$0.01	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Contractors/Conference Centre

Maximum of 6 persons.

All linen provided.

Six (6) single rooms and shared common area.

Per Room (Dorm style /Shared Common Area) (6) – Off-Peak	\$60.00	\$60.00	0.00%	\$0.00	per night	Reviewed
Per Room (Dorm Style/Shared Common Area) – Peak	\$60.00	\$60.00	0.00%	\$0.00	per night	Reviewed

Tennis Court Hire

Daily – Staying in Park				Not Applicable	per hour	Reviewed
Night Hire (Tennis Court) – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per hour	Reviewed
Night Hire (Tennis Court) – Peak	\$15.00	\$15.00	0.00%	\$0.00	per hour	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Special Charges

Additional Cleaning Fee - Off-Peak	\$50.00	\$100.00	100.00%	\$50.01		Reviewed
Commission Online Travel Agents				At Cost		Reviewed
Facilities - Damage loss/ Missing items				At Cost		Reviewed
Additional Cleaning Fee - Peak	\$50.00	\$100.00	100.00%	\$50.01		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Boondooma Dam Caravan and Recreation Park

PEAK PERIOD – 16-Sep-2023 to 02-Oct-2023, 09-Dec-2023 to 21-Jan-2024 and 29-Mar-2024 to 14-Apr-2024 – Increase on Lakeside Cabin/Lookout 2 Bedroom Family Villas and Ensuite Accommodation.

Accommodation

Lakeside Cabins (5)

Maximum of 5 persons.

All linen provided.

Self-Contained – Sleeps up to 5 with TV, 1 queen bed, 2 single bunk beds and 1 single pull-out trundle bed.

Up to 2 Persons – Off-Peak	\$120.00	\$120.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$130.00	\$130.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Lookout 2 Bedroom Family Villas (3)

Maximum of 7 persons.

All linen provided.

Self-Contained – Sleeps up to 7 with air-conditioning, DVD player, large TV, 1 queen bed, 1 single and double bunk beds, and 1 double pull-out lounge.

Up to 2 Persons – Off-Peak	\$140.00	\$140.00	0.00%	\$0.00	per night	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Lookout 2 Bedroom Family Villas (3) [continued]

Up to 2 Persons – Peak	\$154.00	\$154.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Powered Sites

Maximum of 6 persons per site.

Terraces Caravan Park

20 sites.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	\$35.00	\$35.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$44.00	\$44.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Peak 12 years and above.	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Off-Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Extra Child – Peak Under 12 years.	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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The Lookout Caravan Park

22 sites.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	\$33.00	\$33.00	0.00%	\$0.00	per night	Reviewed
Up to 2 Persons – Peak	\$41.00	\$41.00	0.00%	\$0.00	per night	Reviewed
Extra Adult – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
12 years and above.						
Extra Adult – Peak	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
12 years and above.						
Extra Child – Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Under 12 years.						
Extra Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Under 12 years.						

Unpowered Sites

Maximum of 8 persons per site.

Children under 2 years – No Charge.

1 Person – Off-Peak	\$15.00	\$15.00	0.00%	\$0.00	per night	Reviewed
1 Person – Peak	\$20.00	\$20.00	0.00%	\$0.00	per night	Reviewed
1 Child – Off-Peak	\$8.00	\$8.00	0.00%	\$0.00	per night	Reviewed
Under 12 years.						
1 Child – Peak	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Under 12 years.						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Bunkhouse Complex

8 rooms - Complex maximum of 32 Persons

Rooms 1 to 6 - sleeps 4 persons. Room 7 - sleeps 2 persons. Room 8 - sleeps 6 persons

No linen provided.

Per Room (First Person) - Off-Peak	\$45.00	\$45.00	0.00%	\$0.00	per night	Reviewed
Per Room (First Person) - Peak	\$55.00	\$55.00	0.00%	\$0.00	per night	Reviewed
Per Room (Extra Adult) - Off-Peak	\$20.00	\$20.00	0.00%	\$0.00	per night	Reviewed
Per Room (Extra Adult) - Peak	\$20.00	\$20.00	0.00%	\$0.00	per night	Reviewed
Per Room (Extra Child) - Off-Peak	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Per Room (Extra Child) - Peak	\$10.00	\$10.00	0.00%	\$0.00	per night	Reviewed
Complex – Off-Peak including Recreation Room access.	\$660.00	\$800.00	21.21%	\$140.00	per night	Reviewed
Complex – Peak including Recreation Room access.	\$820.00	\$920.00	12.20%	\$100.01	per night	Reviewed
Linen - Off-Peak Linen available for hire - sheets, pillows, and towels.	\$15.00	\$15.00	0.00%	\$0.00	per bed	Reviewed
Linen - Peak Linen available for hire - sheets, pillows and towels.	\$15.00	\$15.00	0.00%	\$0.00	per bed	Reviewed

Special Charges

Additional Cleaning Fee - Off-Peak	\$50.00	\$100.00	100.00%	\$50.01		Reviewed
Commission Online Travel Agents				At Cost		Reviewed
Facilities - Damage loss/ Missing items				At Cost		Reviewed
Additional Cleaning Fee - Peak	\$50.00	\$100.00	100.00%	\$50.01		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Buildings

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

Class 1

Single Dwelling and Relocatable Dwelling

New Buildings	\$2,090.00	\$2,166.50	3.66%	\$76.50		Draft
Class 1a – Duplex	\$2,320.00	\$2,404.50	3.64%	\$84.50		Draft
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00		Draft
Minor Modifications/Alterations to Kitchen or Bathroom	\$660.00	\$684.00	3.64%	\$24.00		Draft
Change to Development Approval	\$300.00	\$311.00	3.67%	\$11.00		Draft

Removal or Demolition of Building

Demolition Permit	\$440.00	\$456.00	3.64%	\$16.00		Draft
Security Deposit	\$4,000.00	\$4,146.00	3.65%	\$146.00		Draft

To ensure the site is cleared of all debris and finished surface levels are reinstated to a maintainable state (cash or bank guarantee).

Relocated Buildings

Concurrence Agency Referral	\$320.00	\$331.50	3.59%	\$11.50		Draft
Inspection	\$848.00	\$879.00	3.66%	\$31.00		Draft

Within South East Queensland only. Other areas by quotation (only if supporting documentation is not provided).

Security Bond	\$20,200.00	\$20,200.00	0.00%	\$0.00		Draft
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Minimum. To ensure the buildings are reinstated or upgraded in accordance with current building regulations within the currency period of the approval (cash or bank guarantee), amount may vary upwards dependent on the condition of the building.

Restumping of Building	\$500.00	\$518.00	3.60%	\$18.00		Draft
Reroofing Dwelling	\$620.00	\$642.50	3.63%	\$22.50		Draft

Class 2

New Buildings 0-500m2	\$2,090.00	\$2,166.50	3.66%	\$76.50		Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Class 2 [continued]

New Buildings > 500m2				By Quotation		Draft
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00		Draft
Change to Development Approval	\$370.00	\$383.50	3.65%	\$13.50		Draft

Class 3

New Buildings < 300m2	\$1,884.00	\$1,953.00	3.66%	\$69.00		Draft
New Buildings 300-500m2	\$2,090.00	\$2,166.50	3.66%	\$76.50		Draft
New Buildings > 500m2				By Quotation		Draft
Multiple Buildings				By Quotation		Draft
Modifications/Alterations	\$1,045.00	\$1,083.00	3.64%	\$38.00		Draft
Change to Development Approval	\$370.00	\$370.00	0.00%	\$0.00		Draft

Class 4, 5, 6 and 9

New Buildings < 500m2	\$2,130.00	\$2,208.00	3.66%	\$78.00		Draft
Modifications/Alterations <500m2	\$1,065.00	\$1,104.00	3.66%	\$39.00		Draft
New Buildings > 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50		Draft
Modifications/Alterations >500m2	\$1,595.00	\$1,653.00	3.64%	\$58.00		Draft
10% Surcharge Applies to All Staged Approvals				10% Surcharge		Draft
Internal Fitout < 500m2	\$670.00	\$694.50	3.66%	\$24.50		Draft
Internal Fitout > 500m2	\$1,595.00	\$1,653.00	3.64%	\$58.00		Draft
Change to Development Approval	\$370.00	\$383.50	3.65%	\$13.50		Draft

Class 7 and 8

Industrial Buildings

New Buildings < 500m2	\$2,130.00	\$2,207.50	3.64%	\$77.50		Draft
New Buildings > 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50		Draft
10% Surcharge Applies to All Staged Approvals				10% Surcharge		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Industrial Buildings [continued]

Modifications/Alterations < 500m2	\$675.00	\$699.50	3.63%	\$24.50		Draft
Modifications/Alterations > 500m2	\$1,600.00	\$1,658.50	3.66%	\$58.50		Draft
Change to Development Approval	\$370.00	\$370.00	0.00%	\$0.00		Draft

Farm Sheds and Farm Buildings

New Buildings < 500m2	\$1,065.00	\$1,104.00	3.66%	\$39.00		Draft
New Buildings > 500m2	\$2,130.00	\$2,207.50	3.64%	\$77.50		Draft

Class 10a

New Structures	\$500.00	\$518.50	3.70%	\$18.50		Draft
Modifications/Alterations	\$500.00	\$518.00	3.60%	\$18.00		Draft
Change to Development Approval	\$109.00	\$113.00	3.67%	\$4.00		Draft

Class 10b

Swimming Pools

New Structures	\$505.00	\$523.50	3.66%	\$18.50		Draft
Modifications/Alterations	\$260.00	\$269.50	3.65%	\$9.50		Draft
Change to Development Approval	\$109.00	\$113.00	3.67%	\$4.00		Draft

Signs/Satellite Dishes, etc.

New Structures	\$540.00	\$559.50	3.61%	\$19.50		Draft
Modifications/Alterations	\$180.00	\$180.00	0.00%	\$0.00		Draft
Change to Development Approval	\$110.00	\$114.00	3.64%	\$4.00		Draft

Temporary Tents Over 500sqm

New Structures	\$360.00	\$360.00	0.00%	\$0.00		Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
Retaining Walls						
New Structures	\$378.00	\$392.00	3.70%	\$14.00		Draft
Modifications/Alterations	\$180.00	\$180.00	0.00%	\$0.00		Draft
Change to Development Approval	\$105.00	\$105.00	0.00%	\$0.01		Draft
Budget Accommodation						
Compliance Inspection and Report	\$550.00	\$550.00	0.00%	\$0.00		Draft
Fire Safety Assessment						
Compliance Inspection and Report	\$525.00	\$525.00	0.00%	\$0.00		Draft
Swimming Pool Compliance (Fence)						
Compliance Inspection and Report	\$320.00	\$320.00	0.00%	\$0.00		Draft
Re-Compliance Inspection and Report, Renewals and Childcare Centres	\$305.00	\$305.00	0.00%	\$0.00		Draft
Childcare Fencing Reports	\$275.00	\$285.00	3.64%	\$10.00		Draft
Certificate of Classification						
Inspection	\$460.00	\$460.00	0.00%	\$0.00		Draft
Copy of Certificate - Hard Copy	\$170.00	\$170.00	0.00%	\$0.00		Draft
Copy of Certificate - Electronic Copy Electronic.	\$85.00	\$85.00	0.00%	\$0.00		Draft
Reinspections, Miscellaneous Inspections, Reports	\$258.00	\$267.50	3.68%	\$9.50		Draft
Building Form 19 Requisition	\$110.00	\$150.00	36.36%	\$40.00		Draft
Building Records Search	\$190.00	\$197.00	3.68%	\$7.00		Draft
Building Records Search (Urgent)	\$285.00	\$295.50	3.68%	\$10.50		Draft
Building Property Search	\$325.00	\$337.00	3.69%	\$12.00		Draft
Copy of Building Plans (Hard Copy) with Owner's Consent	\$170.00	\$170.00	0.00%	\$0.00		Draft
Copy of Building Plans (Electronic) with Owner's Consent	\$85.00	\$85.00	0.00%	\$0.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Certificate of Classification [continued]

Extension of Time	\$110.00	\$114.00	3.64%	\$4.00		Draft
Building Regulation Concession	\$388.00	\$402.00	3.61%	\$14.00		Draft
Document Lodgement Fee	\$172.00	\$178.50	3.78%	\$6.50		Draft

Miscellaneous Fees

Application Following Disengagement of Private Certifier Percentage of base fee.				80%		Draft
Applications Following Lapsed Approval Percentage of base fee.				60%		Draft
Private Certification Inspections By Quotation Inspection for private Certifier.	\$275.00	\$285.00	3.64%	\$10.00	minimum	Draft

Building Fees Refund

Under Assessment Prior to Approval Percentage of fees paid.				60%		Draft
Permit Issued Structure Not Commenced Percentage of fees paid.				40%		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Caravan Parks

Proston.

Van Sites

Short-Term

Nightly Charge – 1-2 Days Up to 2 persons.	\$36.00	\$37.50	4.17%	\$1.50		Reviewed
Nightly Charge – > 2 Days Up to 2 persons.	\$57.00	\$59.00	3.51%	\$2.00		Reviewed
Additional Person – 1-2 Days	\$12.00	\$12.50	4.17%	\$0.50	per night	Reviewed
Additional Person – > 2 Days	\$10.00	\$10.50	5.00%	\$0.50	per night	Reviewed

Long-Term

After 4 weeks.

Weekly Up to 2 persons.	\$127.00	\$131.50	3.54%	\$4.50		Reviewed
Additional Persons	\$55.00	\$57.00	3.64%	\$2.00	per week	Reviewed

Tent Sites

Short-term.

Nightly Charge – 1-2 days Up to 2 persons.	\$24.00	\$25.00	4.17%	\$1.00		Reviewed
Nightly Charge – > 2 days Up to 2 persons.	\$20.00	\$20.50	2.50%	\$0.50		Reviewed
Additional Person – 1-2 days	\$11.00	\$11.50	4.55%	\$0.50	per night	Reviewed
Additional Person – > 2 days	\$10.00	\$10.50	5.00%	\$0.50	per night	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Amenities

Whilst not staying in the Caravan Park.

Showers – 1-2 days	\$14.00	\$14.50	3.57%	\$0.50	per person	Reviewed
Showers – > 2 days	\$14.00	\$14.50	3.57%	\$0.50	per person	Reviewed
Showers – 1-2 days	\$41.00	\$42.50	3.66%	\$1.50	weekly	Reviewed
Showers – > 2 days	\$41.00	\$42.50	3.66%	\$1.50	weekly	Reviewed

Key Deposit

Key – 1-2 days	\$22.00	\$23.00	4.55%	\$1.00	per key	Reviewed
Key – > 2 days	\$22.00	\$23.00	4.55%	\$1.00	per key	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Cemeteries

Interment – Adult (Includes Fee for Plaque Application)	\$1,550.00	\$2,000.00	29.03%	\$450.00	Per Plot	Reviewed
Interment Fee to be added to purchase of grave site cost - Weekday (Lawn / Monument)						
Interment – Child < 12 Years (Includes fee for plaque application)	\$830.00	\$860.00	3.61%	\$30.00	Per Plot	Reviewed
Interment Fee to be added to purchase of grave site cost - Weekday (Lawn / Monument)						
Interment – Infant Under 3 Years				No Charge		Reviewed
Second Interment - Adult	\$1,240.00	\$1,600.00	29.03%	\$360.00	Per Plot	Reviewed
Second Interment - Child < 12 years	\$520.00	\$650.00	25.00%	\$130.00	Per Plot	Reviewed
Interment of Ashes - Grave	\$150.00	\$155.00	3.33%	\$5.00	Per Ashes	Reviewed
Purchase of Grave/Reservation	\$815.00	\$845.00	3.68%	\$30.00		Reviewed
Breaking of Concrete/Removal of Monument	\$450.00	\$465.00	3.33%	\$15.00		Reviewed
Exhumation - Grave	\$2,000.00	\$2,000.00	0.00%	\$0.00	Per Plot	Reviewed
Additional Charge for Council Services out of Business Hours - Saturday, Sunday, Public Holiday	\$650.00	\$845.00	30.00%	\$195.00	Per Plot	Reviewed

Columbaria and Garden

Plaques and installation thereof and interment of ashes – no service provided by Council, but must be to Council specification.

Purchase/Reservation of Niche (Includes Fee for Plaque Application)	\$350.00	\$365.00	4.29%	\$15.00	Per Niche	Reviewed
Purchase / Reservation of Niche - Garden Plot / Columbarium						
Exhumation of Ashes	\$100.00	\$105.00	5.00%	\$5.00		Reviewed
Interment of Ashes (By Council)	\$150.00	\$155.00	3.33%	\$5.00	Per Ashes	Reviewed

Cemetery Search

Standard Search Over 6 names.	\$60.00	\$65.00	8.33%	\$5.00	Per Hour	Reviewed
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Reservation Cancellation

Administration Fee	\$55.00	\$65.00	18.18%	\$10.00	each	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Electric Vehicle Charging Station

Electric Vehicle Charging Station Alford Street Car Park, Kingaroy	\$0.30	\$0.30	0.00%	\$0.00	Per kWh	Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Election Signs

Election Signs Bond	\$100.00	\$500.00	400.00%	\$400.00		Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Engineering Assessment Associated with Developments

Operational Work Applications

Application Fee	\$420.00 + 1.25% of the Estimated Cost of Construction					Draft
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Inspection of Construction for Operational Works

Estimated Construction Cost \$35,000-\$200,000	\$800.00 + 2.27% of the Estimated Cost of Construction					Draft
Estimated Construction Cost \$200,000-\$500,000	\$800.00 + 1.77% of the Estimated Cost of Construction					Draft
Estimated Construction Cost \$500,000-\$1,000,000	\$800.00 + 1.22% of the Estimated Cost of Construction					Draft
Estimated Construction Cost Over \$1,000,000	\$800.00 + 0.71% of the Estimated Cost of Construction					Draft
Reinspection Fee	\$238.00	\$246.50	3.57%	\$8.50		Draft
When first or subsequent inspections have failed.						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Environmental Health Licences and Permits

The Application Fee for all Environmental Health Licences and Permits includes the Assessment Fee and the Licensing Fee. The Licence and/or Permit will be considered valid for 12 months from the month the Licence and/or Permit is issued.

Environmental Relevant Activities

Registration Certificates

Application for Environmental Authority + Annual Fee	\$430.00	\$445.50	3.60%	\$15.50		Draft
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Annual Environmental Authority Fees

ERA with AES of 0	\$168.00	\$174.00	3.57%	\$6.00		Draft
ERA with AES of 0 to 10	\$255.00	\$264.50	3.73%	\$9.50		Draft
ERA with AES of 11 to 30	\$510.00	\$528.50	3.63%	\$18.50		Draft
ERA with AES of more than 30	\$830.00	\$860.50	3.67%	\$30.50		Draft

Application for Food Licence

Assessment of Applicant	\$90.00	\$93.50	3.89%	\$3.50		Draft
Not applicable for temporary licence.						
Structural Approval	\$160.00	\$160.00	0.00%	\$0.00		Draft
Where applicable.						
Pro-Rata Licence High	\$30.00	\$31.00	3.33%	\$1.00		Draft
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.						
Pro-Rata Licence Medium	\$26.00	\$27.00	3.85%	\$1.00		Draft
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.						
Pro-Rata Licence Low	\$19.00	\$19.50	2.63%	\$0.50		Draft
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.						
Pro-Rata Licence Supermarket	\$26.00	\$27.00	3.85%	\$1.00		Draft
Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Application for Food Licence [continued]

Pro-Rata Add Unit (to Supermarket for Each Additional Over One Department)	\$3.00	\$3.00	0.00%	\$0.00		Draft
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.						
Pro-Rata Licence Market (Held on a Monthly Basis)	\$6.00	\$6.00	0.00%	\$0.00		Draft
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.						
Pro-Rata Licence Home-Based	\$6.00	\$6.00	0.00%	\$0.00		Draft
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.						
Temporary	\$46.00	\$47.50	3.26%	\$1.50		Draft
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.						
Amendment for Licence	\$160.00	\$160.00	0.00%	\$0.00		Draft
Structural changes within the business and/or amendment to the licence e.g. change of business activity.						

Renewal of Licence

High	\$358.00	\$371.00	3.63%	\$13.00		Draft
Medium	\$315.00	\$326.50	3.65%	\$11.50		Draft
Low	\$225.00	\$233.00	3.56%	\$8.00		Draft
Supermarket	\$315.00	\$326.50	3.65%	\$11.50		Draft
Add Unit	\$36.00	\$37.50	4.17%	\$1.50		Draft
To Supermarket for each additional over 2 departments.						
Market	\$68.00	\$70.50	3.68%	\$2.50		Draft

Home-Based Business

Selling within South Burnett at local markets only.

Assessment of Applicant	\$90.00	\$93.50	3.89%	\$3.50		Draft
Not applicable for temporary licence.						
Renewal of Licence	\$68.00	\$70.50	3.68%	\$2.50		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Additional Fees

Food Safety Program Accreditation/Audit				At Cost		Reviewed
Re-Inspection Fee (Non-compliance) / Inspection	\$120.00	\$124.50	3.75%	\$4.50	per hour	Draft
Restoration Fee – Late Fee for Outstanding Annual Licence Renewal	\$120.00	\$124.50	3.75%	\$4.50		Draft

Public Health

Public Health (Infection Control for Personal Appearance Services) Act 2003.

Higher Risk Personal Appearance Service

Application for a New Licence	\$425.00	\$440.50	3.65%	\$15.50		Draft
Application to Renew a Licence	\$270.00	\$280.00	3.70%	\$10.00		Draft
Application to Amend a Licence	\$380.00	\$394.00	3.68%	\$14.00		Draft
Transfer Fee	\$90.00	\$93.50	3.89%	\$3.50		Draft

Non-Higher Risk Personal Appearance Service

Inspection Fee	\$120.00	\$124.50	3.75%	\$4.50		Draft
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Residential Services

Residential Services (Accreditation) Act 2002.

Application Fee				At Cost		Draft
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Local Law Permits

Transfer Fee	\$90.00	\$93.50	3.89%	\$3.50		Draft
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Registration of Catteries or Kennels

Application Fee	\$430.00	\$445.50	3.60%	\$15.50		Draft
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
Temporary Home Permit						
Application Fee	\$175.00	\$181.50	3.71%	\$6.50		Draft
Display of Goods on Footpaths						
Yearly Application Fee	\$52.00	\$52.00	0.00%	\$0.00		Draft
Caravan Parks/Camping Grounds						
Application Fee	\$430.00	\$445.50	3.60%	\$15.50		Draft
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00		Draft
Public Swimming Pools						
Application Fee	\$430.00	\$445.50	3.60%	\$15.50		Draft
Renewal Fee	\$270.00	\$280.00	3.70%	\$10.00		Draft
Standing Stall Site						
Application Fee	Relevant Minimum General Rate for Current Financial Year + \$50.00					Draft
Renewal Fee	Relevant Minimum General Rate for Current Financial Year					Draft
Miscellaneous Fees						
Special Inspection						
To Undertake Inspection of any Licensed Premises and Requires a Written Report Compliance search.	\$380.00	\$394.00	3.68%	\$14.00		Draft
Health Records Search						
Health Records Search Fee	\$100.00	\$103.50	3.50%	\$3.50		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Impounded Vehicle/Goods

Impounding Fee	\$180.00	\$186.50	3.61%	\$6.50		Reviewed
Holding Fee	\$9.00	\$9.50	5.56%	\$0.50	per day	Reviewed
Transportation				At Cost		Reviewed

Overgrown Allotments

Slash Residential Block				At Cost		Reviewed
Slash Block Larger than Residential				At Cost		Reviewed
Administration Cost – Authority to Slash	\$60.00	\$62.00	3.33%	\$2.00		Reviewed
Administration Cost – No Authority to Slash	\$95.00	\$98.50	3.68%	\$3.50		Reviewed

Testing Water Samples

Testing of Private Water Samples	\$90.00	\$93.50	3.89%	\$3.50		Draft
Plus costs of tests if charged by Laboratory.						
Testing of Commercial Water Samples - Food Business	\$90.00	\$93.50	3.89%	\$3.50		Draft
Testing of Commercial Water Samples - Food Business (combined with Food Inspection)	\$30.00	\$31.00	3.33%	\$1.00		Draft
Testing of Commercial Water Samples - Water Carrier				At Cost		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Halls – Category A

Kingaroy Town Hall.

Level 1

Up to 12 hours.

Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Weddings, Private Parties, Private Exents, Expos.

Up to 12 Hours

Main Hall	\$645.00	\$668.50	3.64%	\$23.50	per 12 hours	Reviewed
Reception Room	\$293.00	\$303.50	3.58%	\$10.50	per 12 hours	Reviewed
BBQ Area	\$152.00	\$157.50	3.62%	\$5.50	per 12 hours	Reviewed
Total Complex	\$973.00	\$1,008.50	3.65%	\$35.50	per 12 hours	Reviewed

National Tours

Town Hall	\$1,795.00	\$1,860.50	3.65%	\$65.50		Reviewed
Reception Room	\$879.00	\$911.00	3.64%	\$32.00		Reviewed
BBQ Area	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Total Complex	\$2,967.00	\$3,075.50	3.66%	\$108.50		Reviewed

Bond for Large Functions (including National Tours)

Refundable less cost of damage or loss.

Main Hall	\$587.00	\$608.50	3.66%	\$21.50		Reviewed
Reception Room	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
BBQ Area	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Total Complex	\$998.00	\$1,034.50	3.66%	\$36.50		Reviewed
Set-Up and Clean-Up Fee	\$176.00	\$182.50	3.69%	\$6.50		Reviewed

Set-up the day before event – available from 12noon, and clean-up the day after event before 12noon.

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Level 2

Up to 12 hours.

Meetings, Workshops, Rehearsals, Preparations, Set-Ups.

Main Hall	\$58.00	\$60.00	3.45%	\$2.00	per 12 hours	Reviewed
Reception Room	\$58.00	\$60.00	3.45%	\$2.00	per 12 hours	Reviewed
BBQ Area	\$41.00	\$42.50	3.66%	\$1.50	per 12 hours	Reviewed
Total Complex	\$97.00	\$100.50	3.61%	\$3.50	per 12 hours	Reviewed

Other Functions

Funerals, Memorials, Wakes.

Main Hall	\$469.00	\$486.00	3.62%	\$17.00		Reviewed
Reception Room	\$234.00	\$242.50	3.63%	\$8.50		Reviewed
BBQ Area	\$59.00	\$61.00	3.39%	\$2.00		Reviewed
Total Complex	\$762.00	\$790.00	3.67%	\$28.00		Reviewed

Other Fees

Commercial Kitchen Hire	\$352.00	\$352.00	0.00%	\$0.00	per 12 hours	Reviewed
Portable Stage	\$70.00	\$72.50	3.57%	\$2.50		Reviewed
Large Conference Projector	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System Bond	\$387.00	\$401.00	3.62%	\$14.00		Reviewed
Public Address System Delivery and Set-Up	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Portable PA System	\$234.00	\$242.50	3.63%	\$8.50		Reviewed
Portable PA System Bond	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Hire Tables	\$9.00	\$9.50	5.56%	\$0.50	each	Reviewed
Hire Chairs	\$1.10	\$1.10	0.00%	\$0.00	each	Reviewed
Cleaning Fee	\$47.00	\$48.50	3.19%	\$1.50	per hour	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Not for Profit Community Organisation in the South Burnett

Level 1

Up to 12 hours.

Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon.

Main Hall	\$234.00	\$242.50	3.63%	\$8.50	per 12 hours	Reviewed
Reception Room	\$234.00	\$242.50	3.63%	\$8.50	per 12 hours	Reviewed
BBQ Area	\$234.00	\$242.50	3.63%	\$8.50	per 12 hours	Reviewed
Total Complex	\$234.00	\$242.50	3.63%	\$8.50	per 12 hours	Reviewed

Level 2

Up to 12 hours.

Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set-Ups, Fitness Classes.

Main Hall	\$44.00	\$45.50	3.41%	\$1.50	per 12 hours	Reviewed
Reception Room	\$26.00	\$27.00	3.85%	\$1.00	per 12 hours	Reviewed
BBQ Area	\$24.00	\$25.00	4.17%	\$1.00	per 12 hours	Reviewed
Total Complex	\$58.00	\$60.00	3.45%	\$2.00	per 12 hours	Reviewed

Not for Profit Groups

Large Functions

Bookings Greater than 10 Consecutive Days for Main Hall/Reception Room	\$106.00	\$110.00	3.77%	\$4.00	per 24 hours	Reviewed
Bookings Greater than 10 Consecutive Days for Entire Complex	\$117.00	\$121.50	3.85%	\$4.50	per 24 hours	Reviewed
Final Events or Concerts	\$234.00	\$242.50	3.63%	\$8.50	per 24 hours	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Halls – Category B

Kingaroy Town Common Hall, Nanango Cultural Centre, and Murgon/Proston/Wondai Town Halls.

Level 1

Up to 12 hours.

Concerts, Play Productions, Balls, Dances, Dinners, Conferences, Speech Nights, Weddings, Private Parties, Private Events, Expos.

Up to 12 Hours

Total Complex	\$469.00	\$486.00	3.62%	\$17.00	per 12 hours	Reviewed
Includes Supper Room or Stage 1 or Stage 2, Kitchen, Bar, Cold Rooms.						
Supper Room or Stage 1 or Stage 2	\$314.00	\$325.50	3.66%	\$11.50	per 12 hours	Reviewed

National Tours

Town Hall	\$1,795.00	\$1,860.50	3.65%	\$65.50		Reviewed
Supper Room or Stage 1 or Stage 2	\$879.00	\$911.00	3.64%	\$32.00		Reviewed
Total Complex	\$2,967.00	\$3,075.50	3.66%	\$108.50		Reviewed

Bond for Large Functions (including National Tours)

Refundable less cost of damage or loss.

Supper Room or Stage 1 or Stage 2, Kitchen, Bar, Cold Rooms	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Total Complex	\$587.00	\$608.50	3.66%	\$21.50		Reviewed
Set-Up and Cleaning Fee	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Set-up the day before event – available from 12noon, and clean-up the day after event before 12noon.						

Level 2

Up to 12 hours.

Meetings, Workshops, Rehearsals, Preparations, Set-Ups.

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Level 2 [continued]

Supper Room and Kitchen	\$30.00	\$31.00	3.33%	\$1.00	per 12 hours	Reviewed
Stage 1 and Kitchen	\$30.00	\$31.00	3.33%	\$1.00	per 12 hours	Reviewed
Stage 2 and Kitchen	\$30.00	\$31.00	3.33%	\$1.00	per 12 hours	Reviewed
Total Complex	\$53.00	\$55.00	3.77%	\$2.00	per 12 hours	Reviewed

Includes Supper Room, Stage 1, Stage 2, Kitchen, Bar, Cold Rooms.

Other Functions

Funerals, Memorials, Wakes.

Supper Room or Stage 1 or Stage 2, Kitchen, Bar, Cold Rooms	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Total Complex	\$234.00	\$242.50	3.63%	\$8.50		Reviewed

Other Fees

Commercial Kitchen Hire	\$141.00	\$146.00	3.55%	\$5.00	per 12 hours	Reviewed
Portable Stage	\$70.00	\$72.50	3.57%	\$2.50		Reviewed
Large Conference Projector	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System Bond	\$387.00	\$401.00	3.62%	\$14.00		Reviewed
Public Address System Delivery and Set-Up	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Portable PA System	\$234.00	\$242.50	3.63%	\$8.50		Reviewed
Portable PA System Bond	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Hire Tables	\$9.00	\$9.50	5.56%	\$0.50	each	Reviewed
Hire Chairs	\$1.10	\$1.10	0.00%	\$0.00	each	Reviewed
Cleaning Fee	\$47.00	\$48.50	3.19%	\$1.50	per hour	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Not for Profit Community Organisation in the South Burnett

Level 1

Up to 12 hours.

Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon.

Main Hall	\$176.00	\$182.50	3.69%	\$6.50	per 12 hours	Reviewed
Supper Room or Stage 1 or Stage 2	\$176.00	\$182.50	3.69%	\$6.50	per 12 hours	Reviewed

Level 2

Up to 12 hours.

Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set-Ups, Fitness Classes.

Main Hall	\$26.00	\$27.00	3.85%	\$1.00	per 12 hours	Reviewed
Supper Room or Stage 1 or Stage 2	\$26.00	\$27.00	3.85%	\$1.00	per 12 hours	Reviewed

Not for Profit Groups

Large Functions

Bookings Greater than 10 Consecutive Days for Main Hall, Stage 1, Stage 2 or Supper Room	\$89.00	\$92.00	3.37%	\$3.00	per 24 hours	Reviewed
Bookings Greater than 10 Consecutive Days for Entire Complex	\$117.00	\$121.50	3.85%	\$4.50	per 24 hours	Reviewed
Final Events or Concerts	\$176.00	\$182.50	3.69%	\$6.50	per 24 hours	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Halls – Category C

Maidenwell Hall.

Level 1

Up to 3 hours.

Concerts, Play Productions, Balls, Dances, Dinners, Conferences, Speech Nights, Weddings, Private Parties, Private Events, Expos.

Total Complex	\$200.00	\$207.50	3.75%	\$7.50	per 3 hours	Reviewed
Bond	\$117.00	\$121.50	3.85%	\$4.50	per 3 hours	Reviewed
Set-Up and Clean-Up Fee	\$23.00	\$24.00	4.35%	\$1.00		Reviewed

Set-up the day before event – available from 12noon, and clean-up the day after event before 12noon.

Level 2

Up to 12 hours.

Meetings, Workshops, Rehearsals, Preparations, Set-Ups.

Main Hall	\$16.00	\$16.50	3.13%	\$0.50	per 12 hours	Reviewed
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Other Functions

Funerals, Memorials, Wakes.

Total Complex	\$23.00	\$24.00	4.35%	\$1.00		Reviewed
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Other Fees

Commercial Kitchen Hire	\$59.00	\$61.00	3.39%	\$2.00	per 12 hours	Reviewed
Portable Stage	\$70.00	\$72.50	3.57%	\$2.50		Reviewed
Large Conference Projector	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Public Address System Bond	\$387.00	\$401.00	3.62%	\$14.00		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Other Fees [continued]

Public Address System Delivery and Set-Up	\$117.00	\$121.50	3.85%	\$4.50		Reviewed
Portable PA System	\$234.00	\$242.50	3.63%	\$8.50		Reviewed
Portable PA System Bond	\$293.00	\$303.50	3.58%	\$10.50		Reviewed
Hire Tables	\$9.30	\$9.50	2.15%	\$0.20	each	Reviewed
Hire Chairs	\$1.10	\$1.10	0.00%	\$0.00	each	Reviewed
Cleaning Fee	\$47.00	\$48.50	3.19%	\$1.50	per hour	Reviewed

Not for Profit Community Organisation in the South Burnett

Level 1

Concerts, Stage Productions, Balls, Dances, Dinners, Conferences, Speech Nights, School Formals, Eisteddfod, Community Luncheon.

Main Hall	\$23.00	\$24.00	4.35%	\$1.00	per event	Reviewed
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Level2

Indoor Bowls, Darts, Bingo, Craft, Meetings, Workshops, Rehearsals, Preparations, Set-Ups, Fitness Classes.

Main Hall	\$14.00	\$14.50	3.57%	\$0.50	per event	Reviewed
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Not for Profit Groups

Large Functions

Bookings Greater than 10 Consecutive Days for Main Hall	\$9.00	\$9.50	5.56%	\$0.50	per 24 hours	Reviewed
Bookings Greater than 10 Consecutive Days for Entire Complex	\$11.00	\$11.50	4.55%	\$0.50	per 24 hours	Reviewed
Final Events or Concerts	\$23.00	\$24.00	4.35%	\$1.00	per 24 hours	Reviewed

Meeting Rooms

Kingaroy 1913 Chambers.

Non-Profit Organisations – Free Hire – \$60 cleaning charge, if facility not left clean.

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Meeting Rooms [continued]

Commercial Organisations	\$83.00	\$86.00	3.61%	\$3.00	per day or part thereof	Reviewed
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Sportsgrounds

Maidenwell Oval Facilities

Use of Kitchen	\$86.00	\$89.00	3.49%	\$3.00		Reviewed
Shower				At Cost	per person	Reviewed

Historical Sites

Ringsfield House

Weddings - Hire Church and Gardens	\$193.00	\$193.00	0.00%	\$0.01	per day	Reviewed
Weddings - Hire Gardens	\$100.00	\$100.00	0.00%	\$0.00	per day	Reviewed
Weddings - Hire Church	\$93.00	\$93.00	0.00%	\$0.00	per day	Reviewed
Meetings - Church	\$22.00	\$22.00	0.00%	\$0.00	per meeting	Reviewed
Additional Cleaning Fee	\$45.00	\$45.00	0.00%	\$0.00	per hour	Reviewed

Community - Not for Profit

Hire of Chapel - Meetings, Art Exhibitions, Displays, Community Sessions	\$15.00	\$15.00	0.00%	\$0.00	Per Event	Reviewed
Hire of Gardens, Recreational Activities, Community Gatherings	\$5.00	\$5.00	0.00%	\$0.00	Per Event	Reviewed
Hire of House - Meetings, Workshops	\$15.00	\$15.00	0.00%	\$0.00	Per Event	Reviewed
Use of Kitchen	\$18.00	\$18.00	0.00%	\$0.00	Per Event	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Library

Fines on Overdue Books

Member				No Charge	per book per working day	Reviewed
After 4 weeks, per book per working day – minimum \$0.20.						

Internet

Prior bookings for the internet take precedence over sessions not booked.

First Hour				No Charge	per first hour	Reviewed
Per Half Hour Over First Hour				No Charge	per half hour over first hour	Reviewed

Lost Books

Replacement Fee				At Cost		Reviewed
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Membership

Membership				No Charge		Reviewed
Bond for Visitor Membership				No Charge		Reviewed
Refundable.						

Photocopying and Printing

A4

Colour Picture and Writing				Refer to Printing	per page	Reviewed
Colour Writing				Refer to Printing	per page	Reviewed
Black Writing				Refer to Printing	per page	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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A3

Colour Picture and Writing				Refer to Printing	per page	Reviewed
Colour Writing				Refer to Printing	per page	Reviewed
Black Writing				Refer to Printing	per page	Reviewed

Other

Library Membership Card Replacement Fee	\$5.50	\$5.50	0.00%	\$0.00	each	Reviewed
Library Bags	\$2.50	\$2.50	0.00%	\$0.00	each	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Museum & Visitor Centre

Entry Fee for Wondai Heritage Museum	\$0.00	\$5.00	∞	\$5.00	Per Person	Reviewed
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Books

First 100 Years	\$11.00	\$12.00	9.09%	\$1.00		Reviewed
Landscapes of Change	\$55.00	\$60.00	9.09%	\$5.00		Reviewed
Gathering of the Waters	\$39.00	\$40.00	2.56%	\$1.01		Reviewed
Murgon in Focus	\$27.00	\$30.00	11.11%	\$3.00		Reviewed
All Postage and Handling				At Cost		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Pest Management

Purchase of Baits

Purchase of 1080 Meat Baits				At Cost	Per Bait	Reviewed
Purchase of Doggone Baits				At Cost	Per Bait	Reviewed

Control Notices

Administration Fee	\$60.00	\$62.00	3.33%	\$2.00	Per Notice	Reviewed
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Wild Dog Scalps

Wild Dog Scalps Rebate	\$35.00	\$35.00	0.00%	\$0.00	Per Scalp	Reviewed
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Pest Control - Enforcement Notice

Property Inspection	\$260.00	\$260.00	0.00%	\$0.00	Per Enforcement	Reviewed
Treatment Cost				At Cost	Enter & Clear Enforcement	Reviewed

Permit - Clear Vegetation on a Rural Road Reserve or Other Council Controlled Reserve

Administration Fee	\$60.00	\$62.00	3.33%	\$2.00	Per Application	Reviewed
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Permit - Burn on Rural Road Reserve or Other Council Controlled Reserve

Administration Fee	\$60.00	\$62.00	3.33%	\$2.00	Per Application	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Planning

Planning Searches

Limited Planning Certificate	\$152.00	\$157.50	3.62%	\$5.50		Draft
Standard Planning Certificate	\$450.00	\$466.50	3.67%	\$16.50		Draft
Full Planning Certificate	\$1,045.00	\$1,083.00	3.64%	\$38.00		Draft

Preliminary Approval

Application Fee (80% of Prescribed Fee)				80%		Draft
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Reconfiguring a Lot Code

Boundary Realignments and Easements	\$1,200.00	\$1,244.00	3.67%	\$44.00		Draft
Reconfigure 1 to 5 Lots	\$2,090.00	\$2,166.50	3.66%	\$76.50		Draft
Reconfigure 6 to 15 Lots	\$3,030.00	\$3,140.50	3.65%	\$110.50		Draft
Reconfigure Over 15 Lots	\$4,080.00	\$4,229.00	3.65%	\$149.00		Draft

Reconfiguring a Lot Impact

Boundary Realignments and Easements	\$2,720.00	\$2,819.50	3.66%	\$99.50		Draft
Reconfigure 1 to 5 Lots	\$3,030.00	\$3,140.50	3.65%	\$110.50		Draft
Reconfigure 6 to 15 Lots	\$4,500.00	\$4,664.00	3.64%	\$164.00		Draft
Reconfigure Over 15 Lots	\$6,270.00	\$6,499.00	3.65%	\$229.00		Draft

Approving Plan of Survey

Approving Plan of Subdivision, Approving Documents or Work, Reinspection Fee	\$410.00	\$425.00	3.66%	\$15.00		Draft
DERM Valuation Fee	\$50.00	\$52.00	4.00%	\$2.00	per Lot on Survey Plan	Draft
Approving Lapsed Plan of Subdivision Resealing of a Survey Plan	\$210.00	\$217.50	3.57%	\$7.50		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Material Change of Use Code

Dwelling House	\$1,200.00	\$1,244.00	3.67%	\$44.00		Draft
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling	\$1,570.00	\$1,627.50	3.66%	\$57.50		Draft
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Shop	\$3,640.00	\$3,640.00	0.00%	\$0.00		Draft
Shopping Centre < 500m2	\$4,495.00	\$4,659.00	3.65%	\$164.00		Draft
Shopping Centre > 500m2	\$7,530.00	\$7,805.00	3.65%	\$275.00		Draft
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2	\$3,720.00	\$3,856.00	3.66%	\$136.00		Draft
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot	\$2,930.00	\$3,037.00	3.65%	\$107.00		Draft
Extractive Industry > 2ha	\$4,495.00	\$4,659.00	3.65%	\$164.00		Draft
High Impact Industry, Special Industry	\$6,580.00	\$6,820.00	3.65%	\$240.00		Draft
Medium Impact Industry < 500m2	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Medium Impact Industry > 500m2	\$4,345.00	\$4,345.00	0.00%	\$0.00		Draft
Intensive Animal Husbandry, Intensive Horticulture	\$3,030.00	\$3,140.50	3.65%	\$110.50		Draft
Child Care Centre	\$2,240.00	\$2,322.00	3.66%	\$82.00		Draft
Air Services, Non-Resident Workforce Accommodation, Utility Installation	\$2,240.00	\$2,322.00	3.66%	\$82.00		Draft
Major Electricity Infrastructure, Substation	\$4,345.00	\$4,345.00	0.00%	\$0.00		Draft
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Telecommunications Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Nightclub Entertainment Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Indoor Sports and Recreation	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Material Change of Use Code [continued]

Park, Environment Facility	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
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Material Change of Use Impact

Dwelling House	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling	\$2,245.00	\$2,327.00	3.65%	\$82.00		Draft
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery	\$3,198.00	\$3,198.00	0.00%	\$0.00		Draft
Shop	\$4,350.00	\$4,350.00	0.00%	\$0.00		Draft
Shopping Centre < 500m2	\$5,540.00	\$5,742.00	3.65%	\$202.00		Draft
Shopping Centre > 500m2	\$8,885.00	\$9,209.50	3.65%	\$324.50		Draft
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2	\$3,030.00	\$3,140.50	3.65%	\$110.50		Draft
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2	\$4,495.00	\$4,659.00	3.65%	\$164.00		Draft
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot	\$5,435.00	\$5,633.50	3.65%	\$198.50		Draft
Extractive Industry > 2ha	\$6,035.00	\$6,255.50	3.65%	\$220.50		Draft
High Impact Industry, Special Industry	\$9,070.00	\$9,401.00	3.65%	\$331.00		Draft
Medium Impact Industry < 500m2	\$3,198.00	\$3,314.50	3.64%	\$116.50		Draft
Medium Impact Industry > 500m2	\$6,075.00	\$6,296.50	3.65%	\$221.50		Draft
Intensive Animal Husbandry, Intensive Horticulture	\$6,085.00	\$6,307.00	3.65%	\$222.00		Draft
Child Care Centre	\$3,095.00	\$3,095.00	0.00%	\$0.00		Draft
Air Services, Non-Resident Workforce Accommodation, Utility Installation	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft
Major Electricity Infrastructure, Substation	\$7,475.00	\$7,748.00	3.65%	\$273.00		Draft
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Material Change of Use Impact [continued]

Telecommunications Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft
Nightclub Entertainment Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft
Indoor Sports and Recreation	\$6,310.00	\$6,540.50	3.65%	\$230.50		Draft
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft
Park, Environment Facility	\$3,200.00	\$3,317.00	3.66%	\$117.00		Draft

Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park – Code

Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units	\$1,495.00	\$1,549.50	3.65%	\$54.50		Draft
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park 5-10 Units	\$2,040.00	\$2,114.50	3.65%	\$74.50		Draft
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units	\$4,270.00	\$4,426.00	3.65%	\$156.00		Draft

Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park – Impact

Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units	\$2,240.00	\$2,322.00	3.66%	\$82.00		Draft
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park 5-10 Units	\$2,990.00	\$3,099.00	3.65%	\$109.00		Draft
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units	\$6,410.00	\$6,644.00	3.65%	\$234.00		Draft

Compliance Inspection Material Change of Use

Compliance Inspection Material Change of Use Fee	\$425.00	\$440.50	3.65%	\$15.50		Draft
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Minor Relaxation or Siting Variation

Relaxation or Siting Variation Fee	\$900.00	\$933.00	3.67%	\$33.00		Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Building Work or Operational Work

Building Work or Operation Work on Local Heritage Place	\$890.00	\$922.50	3.65%	\$32.50		Draft
Filling More Than 1m Above or Excavation More Than 1m Below Ground Level, or Involving More Than 50m ³	\$890.00	\$922.50	3.65%	\$32.50		Draft
Third Party Sign	\$790.00	\$819.00	3.67%	\$29.00		Draft

Extending Development Approvals

Extension Application to Currency Period	\$1,080.00	\$1,119.50	3.66%	\$39.50		Draft
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Changing Development Approval

A Change Application	\$1,820.00	\$1,886.50	3.65%	\$66.50		Draft
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Combined MCU and ROL Application

Application for More Than One Use	Total of All Separate Fees					Draft
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Refund of Fees

Council may refund all or part of required fee as follows upon request from the applicant:

(i) End of Part 1: Application Part Ends or Confirmation Notice Issued			90%			Draft
(ii) End of Part 3: Information Request Issued by Council			50%			Draft
(iii) End of Part 4: Public Notification Commenced or Notice of Compliance is Received or was Due			25%			Draft
(iv) Prior to End of Part 5: Decision			10%			Draft
(v) After End of Part 5: Decision			Nil			Draft

Planning Scheme Documents

Superseded Planning Scheme	\$38.00	\$39.50	3.95%	\$1.50		Draft
Planning Scheme - Disk (2017)	\$38.00	\$39.50	3.95%	\$1.50		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Planning Scheme Documents [continued]

Planning Scheme - Hard Copy (2017)	\$470.00	\$487.00	3.62%	\$17.00		Draft
Maps in Planning Schemes - A3 Colour	\$32.00	\$33.00	3.13%	\$1.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Plumbing

Application for Permit

Class 1 and 10a Buildings – Sewered Area

Dwelling Approval and Inspection	\$745.00	\$1,249.00	67.65%	\$504.00		Draft
Shed Approval and Inspection (up to 5 fixtures)	\$960.00	\$960.00	0.00%	\$0.00		Draft
Alteration or Modifications	\$470.00	\$487.00	3.62%	\$17.00		Draft

Class 1 and 10a Buildings – Non-Sewered Area

Approval and Inspection of Household Sewerage Treatment Plant/Septic/Grey Water Application Fee	\$125.00	\$129.50	3.60%	\$4.50		Draft
Dwelling Approval and Inspection	\$615.00	\$1,114.00	81.14%	\$499.00		Draft
Shed Approval and Inspection (up to 5 fixtures)	\$960.00	\$960.00	0.00%	\$0.00		Draft
Alteration or Modifications to Existing Permit Only	\$470.00	\$487.00	3.62%	\$17.00		Draft
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water – Inspection Fee	\$260.00	\$269.50	3.65%	\$9.50		Draft
Alteration to Land Application Area	\$350.00	\$363.00	3.71%	\$13.00		Reviewed

Commercial and Multi Unit Residential Class 2-9 Buildings

Approval and Inspection	\$1,575.00	\$1,575.00	0.00%	\$0.00		Draft
Approval and Inspection	\$115.00	\$119.00	3.48%	\$4.00	per fixture	Draft
Alteration or Modifications	\$900.00	\$933.00	3.67%	\$33.00		Draft
Inspection of Main Sanitary Drains, Hydrant and Water Mains	\$10.00	\$10.50	5.00%	\$0.50	per metre	Draft
Inspection of Manholes	\$116.00	\$116.00	0.00%	\$0.00	per manhole	Draft
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area – Inspection Fee	\$255.00	\$604.50	137.06%	\$349.50		Draft

Application for Amended Permit

If term of permit has ended, fees as per New Application.

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Application for Amended Permit [continued]

Amendments Class 1 and Class 10a – Change of Floor Plans/Fixture Layout of Existing Building	\$115.00	\$119.00	3.48%	\$4.00		Draft
Amendments Class 1 and Class 10a – Change of On-Site Sewerage Facility	\$255.00	\$264.50	3.73%	\$9.50		Draft
Minor Amendments Class 2-9	\$290.00	\$300.50	3.62%	\$10.50		Draft
Major Amendments Class 2-9	\$830.00	\$860.50	3.67%	\$30.50		Draft
Extending Term of Permit Only	\$330.00	\$342.00	3.64%	\$12.00		Draft
Extending term and amendment of permit combined application – total of applicable fee.						

Public Sector Entity Inspections

Where permit is issued by a Public Sector Entity.

Inspection 1 Fixture only	\$255.00	\$264.50	3.73%	\$9.50	per fixture	Draft
Inspection 2 or More Fixtures	\$90.00	\$90.00	0.00%	\$0.00	per fixture	Draft

Miscellaneous

Plumbing Search – House Drainage Plans within the Property Owner/Private Certifier Information Request.	\$52.00	\$54.00	3.85%	\$2.00		Draft
Reinspection Fee	\$255.00	\$264.50	3.73%	\$9.50		Draft

Backflow Prevention Devices

Backflow Prevention Device Application Fee	\$245.00	\$254.00	3.67%	\$9.00	per device	Draft
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Service Reports Lodgement

Lodgement Fee for Service Reports for On-Site Sewerage Facility/Grey Water Use	\$58.00	\$60.00	3.45%	\$2.00		Draft
Lodgement Fee for Backflow Prevention Device	\$58.00	\$60.00	3.45%	\$2.00		Draft

Refund of Fees

If Application Lapses Due to Not Responding to Information Request				Nil		Draft
If Application is Cancelled Prior to the Carrying Out of Inspections				50%		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Printing

Council Documents

Council Minutes	\$0.70	\$0.70	0.00%	\$0.00	per page	Draft
Free to download from website. Printing charges apply.						
Professional Printing				At Cost		Draft
CD or USB	\$7.80	\$8.00	2.56%	\$0.20		Draft

Facsimile Transmissions

Staff supported service.

Local Call – First Page	\$2.10	\$2.20	4.76%	\$0.10		Draft
Local Call – Each Additional Page	\$0.70	\$0.70	0.00%	\$0.00		Draft
STD or ISD – First Page	\$2.60	\$2.70	3.85%	\$0.10		Draft
STD or ISD – Each Additional Page	\$1.60	\$1.60	0.00%	\$0.00		Draft

Laminating

Staff supported service.

A4	\$4.10	\$4.20	2.44%	\$0.10	per page	Draft
A3	\$5.20	\$5.40	3.85%	\$0.20	per page	Draft
A1 or A10	\$31.00	\$32.10	3.55%	\$1.10	per metre	Draft

Photocopying and Printing

Staff supported service.

A4

Colour Picture and/or Writing	\$1.60	\$1.60	0.00%	\$0.00	per page	Draft
Black Writing	\$0.20	\$0.20	0.00%	\$0.00	per page	Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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A3

Colour Picture and/or Writing	\$4.10	\$4.20	2.44%	\$0.10	per page	Draft
Black Writing	\$0.50	\$0.50	0.00%	\$0.00	per page	Draft

Plan Printing

Staff supported service.

Precut Sheets A1	\$31.00	\$32.00	3.23%	\$1.00		Draft
Precut Sheets A10	\$41.40	\$43.00	3.86%	\$1.60		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Rates

Dishonoured Payment Fee (Cheque)	\$0.00	\$25.00	∞	\$25.00	each	Reviewed
Property Transfer Fee	\$0.00	\$30.00	∞	\$30.00		Reviewed
Transfer fee only charged where property ownership has changed due to sale of the property.						
Refund Processing Fee	\$0.00	\$20.00	∞	\$20.00		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Rentals

Nanango

Appin Place

Standard Units	\$171.00	\$177.00	3.51%	\$6.00		Reviewed
Main Unit	\$197.00	\$204.00	3.55%	\$7.00		Reviewed

Brighthaven

Units 1-10	\$129.00	\$133.50	3.49%	\$4.50		Reviewed
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Drayton Villas

Minimum Standard Unit	\$186.00	\$193.00	3.76%	\$7.00		Reviewed
Minimum Extended Unit	\$197.00	\$204.00	3.55%	\$7.00		Reviewed

Council Housing

Murgon

Goodchild Drive					CMV	Reviewed
Tiernan Terrace					CMV	Reviewed

Nanango

Pioneer Cottage					CMV	Reviewed
Brisbane Street					CMV	Reviewed
Hunter Street					CMV	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Right to Information (RTI) and Information Privacy (IP)

Charges are set by legislation from July 1 each year. Fees therefore reflect the Right To Information (RTI) and Information Privacy (IP) Regulations.

RTI Application Fee				Set by Regulation		Reviewed
Processing Charge for an RTI Application				Set by Regulation		Reviewed
For any Application where the processing time is more than 5 hours.						
Access Charge				Set by Regulation		Reviewed
Photocopying A4 (Black and White).						
IP Application Fee				Set by Regulation		Reviewed
IP Access Charge				Set by Regulation		Reviewed
Photocopying A4 (Black and White).						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Roads

Banners Across Roads

Use of Banner Poles	\$549.00	\$569.00	3.64%	\$20.00	per installation	Reviewed
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Permits

Blasting	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Awnings and Balconies Over Roads	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Building Materials Placed on Road	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Licensed Gates – Application Fee	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Licensed Grids – Application Fee	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Scaffolding	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
Car Park Bays	\$10.70	\$11.00	2.80%	\$0.30	per day	Reviewed

Pipes Across Gazetted Roads

Application Fee	\$153.00	\$158.50	3.59%	\$5.50		Reviewed
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Marker Posts (Complete)

Marker Posts (Complete) Fee	\$60.00	\$62.00	3.33%	\$2.00	each	Reviewed
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Complete Repairs

Estimated Cost for Council to Supply, Lay and Backfill Enveloping Pipe				At Cost		Reviewed
Actual cost to be charged.						

Removal Bond

Assessment and Inspection Fee	\$228.00	\$236.50	3.73%	\$8.50		Reviewed
Non-refundable.						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Removal Bond [continued]

For Movements Into, Out of, or Within the South Burnett Regional Council	\$1,311.00	\$1,359.00	3.66%	\$48.00		Reviewed
When damage occurs to Council roads, cost of repairs to be deducted from the bond.						

Rural Property Number

Installation Fee for Relocation or Replacement	\$119.50	\$124.00	3.77%	\$4.50		Reviewed
Rural Numbers – Cap	\$6.00	\$6.20	3.33%	\$0.20	each cap	Reviewed
Rural Numbers – Number	\$8.50	\$8.80	3.53%	\$0.30	each number	Reviewed
Rural Numbers – Post	\$18.20	\$19.00	4.40%	\$0.80	each post	Reviewed

Miscellaneous Fees

Private Works				Price on Application		Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Saleyards and Dips

Transshipping Fees

Transshipping Fee	\$750.00	\$750.00	0.00%	\$0.00	Annual fee	Reviewed
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Livestock Selling Fees (Fat & Store Sales)

Agents Licence Fee	\$2.50	\$2.60	4.00%	\$0.10	per head	Reviewed
Liveweight Sale (Weighing & Yard Fees)	\$5.50	\$9.50	72.73%	\$4.00	per head	Reviewed
Open Auction Sale (Yard Fee Only)	\$4.50	\$5.00	11.11%	\$0.50	per head	Reviewed
Agents Inspection and Dipping Fee	\$3.00	\$3.50	16.67%	\$0.50	per head	Reviewed
Pigs, Sheep, Goats, Chickens, Llamas Sold	\$2.50	\$3.00	20.00%	\$0.50	per head	Reviewed
Horses and Buffalo	\$7.40	\$8.00	8.11%	\$0.60	per head	Reviewed

Stud Selling Fees

Licence Fee for Specialty Sales (1 or 2 day sale)	\$1,200.00	\$1,250.00	4.17%	\$50.00	per event	Reviewed
Open Auction Sale	\$26.00	\$27.00	3.85%	\$1.00	per head	Reviewed
Open Auction Sale (Yard Fee only)	\$4.50	\$5.00	11.11%	\$0.50	per head	Reviewed

Consignment Fee for Cattle

Consignment Fee for Cattle - Private	\$0.00	\$1.90	∞	\$1.90	Per Head	Reviewed
Consignment Fee for Cattle - Sale	\$0.00	\$1.50	∞	\$1.50	Per Head	Reviewed

Cleaning of Other Areas

Cleaning of Agents Room and Toilets After Specialty Sales	\$210.00	\$250.00	19.05%	\$40.00	per event	Reviewed
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Removal and Disposal

Removal and Disposal of Dead Animal				At Cost	per head	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Weighing Fees - Private Sale

Other than at cattle liveweight sales.

Minimum Fee – 1 to 20 Head	\$35.00	\$40.00	14.29%	\$5.00	per event	Reviewed
Standard Charge – greater than 20 Head	\$2.20	\$2.50	13.64%	\$0.30	per head	Reviewed

Inspection Fees – Weekdays

Minimum Charge - 1 to 20 Head	\$35.00	\$40.00	14.29%	\$5.00	per event	Reviewed
Standard Charge - greater than 20 Head	\$2.20	\$2.50	13.64%	\$0.30	per head	Reviewed

Dipping Fees - Private

Minimum Fee - 1 to 6 Head	\$18.00	\$18.00	0.00%	\$0.00	per event	Reviewed
Standard Charge - greater than 6 Head	\$3.00	\$3.00	0.00%	\$0.00	per head	Reviewed

Spraying Fees

Spraying Fees	\$30.00	\$35.00	16.67%	\$5.00	per animal	Reviewed
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Hire of Facilities

Canteen Hire	\$50.00	\$50.00	0.00%	\$0.01	per event	Reviewed
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Truck Wash

Truck Wash Water Charges	\$0.50	\$0.50	0.00%	\$0.01	per minute	Reviewed
Estimated flow rate per minute = 60 litres						

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Searches

Building Searches

Building Property Search	\$325.00	\$337.00	3.69%	\$12.00		Draft
Building Records Search	\$190.00	\$197.00	3.68%	\$7.00		Draft
Building Records Search - Urgent	\$285.00	\$295.50	3.68%	\$10.50		Draft
Copy of Building Plans - Hard Copy	\$170.00	\$170.00	0.00%	\$0.00		Draft
Copy of Building Plans - Electronic Copy	\$85.00	\$85.00	0.00%	\$0.00		Draft

Cemetery Search

Standard Search Over 6 names.	\$60.00	\$65.00	8.33%	\$5.00		Reviewed
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Environmental Health Licences

Compliance search.

The Application Fee for all Environmental Health Licences/Permits includes the Assessment Fee and the balance of the licensing period. If a new application is received in the last 3 months of the licensing period, the approval shall be issued to the common due date in the following financial year.

To Undertake Inspection of any Licensed Premises and Requires a Written Report	\$380.00	\$394.00	3.68%	\$14.00		Reviewed
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Health Records Search

Health Records Search Fee	\$100.00	\$103.50	3.50%	\$3.50		Reviewed
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Noxious Weeds – Property Inspection

Inspection Fee	\$185.00	\$200.00	8.11%	\$15.00	Per Inspection	Reviewed
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Rate/Property Searches

(i) The owner (or his Agent authorised in writing) may inspect the Rate Book in respect of land of which he is the owner, lessee, or occupier, and/or land adjoining there to, without charge.

(ii) Rate information is not to be given by telephone.

Full Search	\$144.50	\$150.00	3.81%	\$5.50		Reviewed
Full Search - Urgent	\$209.00	\$215.00	2.87%	\$6.00		Reviewed
Within 2 business days of payment being received.						
Short Search	\$82.00	\$85.00	3.66%	\$3.01		Reviewed
Short Search - Urgent	\$118.00	\$122.00	3.39%	\$4.00		Reviewed
Within 2 business days of payment being received.						
Property Archive Search/Miscellaneous Administration Fee	\$41.00	\$42.50	3.66%	\$1.50	per hour	Reviewed
Property Archive Search/Miscellaneous Administration Fee – if less than 1/2 hour	\$23.00	\$24.00	4.35%	\$1.00	per half hour – minimum	Reviewed

Rate Notice Copies

Copy of Rate/Water Notice/s other than for Current Financial Year	\$10.00	\$10.00	0.00%	\$0.00	per notice	Reviewed
Copy of Rate/Water Notice/s for Current Financial Year				No Charge	per notice	Reviewed

Special Water Meter Reading

Special Water Meter Reading Fee	\$83.00	\$86.00	3.61%	\$3.00		Reviewed
Special Water Meter Reading Fee - Urgent	\$120.00	\$124.00	3.33%	\$4.00		Reviewed
Within 2 business days of payment being received.						

Planning Searches

Limited Planning Certificate	\$152.00	\$157.50	3.62%	\$5.50		Draft
Standard Planning Certificate	\$450.00	\$466.50	3.67%	\$16.50		Draft
Full Planning Certificate	\$1,045.00	\$1,083.00	3.64%	\$38.00		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Plumbing Searches

Plumbing Search – House Drainage Plans within the Property Owner/private Certifier Information Request.	\$52.00	\$54.00	3.85%	\$2.00		Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Soil Laboratory Testing

1. Costs include travel of up to 10km radius of Kingaroy, otherwise travel charges apply.
2. A wait time of 15 minutes per job after which hourly rate charged at 15 minute intervals.
3. If a sample is to be sent to another Laboratory, freight costs shall be added.
4. Any tests not listed but able to be undertaken by the Soils Laboratory shall be charged at the hourly rate.
5. The Soils Laboratory hours of operation are 6.30am to 3.30pm Monday to Friday. Testing outside of these hours will attract overtime rates.
6. When Soil Tester is undertaking a large volume of testing for a single client a lower charge out rate may be negotiated if in agreement with the Chief Executive Officer.
7. Call fee of half an hour applies if job cancelled and not notified plus travel costs where applicable.

Aggregate Sampling

Sampling of Aggregate	\$79.00	\$82.00	3.80%	\$3.00	per hour	Draft
Flakiness Index	\$187.00	\$194.00	3.74%	\$7.00		Draft
Including ALD, particle size distribution.						
Degradation Test	\$246.00	\$255.00	3.66%	\$9.00		Draft
Weak Particles	\$79.00	\$82.00	3.80%	\$3.00		Draft
Crushed Particles	\$79.00	\$82.00	3.80%	\$3.00		Draft
Degree Precoat	\$79.00	\$82.00	3.80%	\$3.00		Draft
10% Fines Dry Strength	\$255.00	\$264.50	3.73%	\$9.50		Draft
10% Fines Wet Strength	\$255.00	\$264.50	3.73%	\$9.50		Draft
10% Fines Wet/Dry Variation	\$476.00	\$493.50	3.68%	\$17.50		Draft
Sand, Silt Clay Content	Price on application					Draft
Loose Density	\$55.00	\$57.00	3.64%	\$2.00		Draft
Modified Texture Depth	\$31.00	\$32.00	3.23%	\$1.00		Draft
Water Absorption	Price on application					Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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CBR Testing

CBR (5 Points)

Unsoaked	\$350.00	\$363.00	3.71%	\$13.00		Draft
Soaked	\$350.00	\$363.00	3.71%	\$13.00		Draft
In situ CBR Test (DCP)	\$79.00	\$82.00	3.80%	\$3.00	per hour	Draft

CBR (1 Point)

Unsoaked	\$284.00	\$294.50	3.70%	\$10.50		Draft
Soaked	\$284.00	\$294.50	3.70%	\$10.50		Draft

Compaction Testing

Conventional

Dry Density – Moisture Relationship (MDR)

Large Mould MDR	\$190.00	\$197.00	3.68%	\$7.00		Draft
Small Mould MDR	\$149.00	\$154.50	3.69%	\$5.51		Draft
Field Density (Sand Replacement)	\$87.00	\$90.00	3.45%	\$3.00		Draft
Ball Penetrometer	\$79.00	\$82.00	3.80%	\$3.00	per hour	Draft

Concrete Testing

Slump Test	\$28.00	\$29.00	3.57%	\$1.01		Draft
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Making Cylinders and Curing (Each Cylinder)

Includes 1 Slump Test per set of 3.

Set of 3	\$185.00	\$192.00	3.78%	\$7.00		Draft
Cast and Cure Extra Cylinder	\$28.00	\$29.00	3.57%	\$1.01		Draft
Unconfined Compressive Strength (UCS)	\$376.00	\$389.50	3.59%	\$13.50		Draft
Unconfined Compressive Strength (UCS) Field Mixed	\$207.00	\$214.50	3.62%	\$7.50		Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
Making Cylinders and Curing (Each Cylinder) [continued]						
Compressive Strength Tests	\$28.00	\$29.00	3.57%	\$1.01	each cylinder	Draft
Nuclear Meter Testing (NATA Certified)						
Field Dry Density	\$46.00	\$47.50	3.26%	\$1.50		Draft
Soil Testing						
Moisture Content	\$32.00	\$33.00	3.13%	\$1.00	per test	Draft
Emmerson Class				Price on application		Draft
Sieve Analysis						
Particle Size Distribution (PSD) Dry/Wet	\$142.00	\$147.00	3.52%	\$5.00		Draft
Particle Size Distribution (PSD) Less than 5 Sieves	\$95.00	\$98.50	3.68%	\$3.50		Draft
Atterberg Limits						
5 Points (Includes Liquid Limit, Linear Shrinkage and Plastic Index)	\$208.00	\$215.50	3.61%	\$7.50		Draft
1 Point (Includes Liquid Limit, Linear Shrinkage and Plastic Index)	\$99.00	\$102.50	3.54%	\$3.50		Draft
Linear Shrinkage	\$45.00	\$46.50	3.33%	\$1.50		Draft
Standard Fees						
Hourly Travel Rate	\$106.00	\$110.00	3.77%	\$4.00	per hour	Draft
Overtime @ 1.5	\$120.00	\$124.50	3.75%	\$4.50	per hour	Draft
Overtime @ 2	\$160.00	\$166.00	3.75%	\$6.01	per hour	Draft
Overtime @ 2.5	\$200.00	\$207.50	3.75%	\$7.50	per hour	Draft
Travel Rate (2 Technicians)	\$186.00	\$193.00	3.76%	\$7.00	per hour	Draft
Wait Time	\$80.00	\$83.00	3.75%	\$3.00	per hour	Draft
Work Time	\$80.00	\$83.00	3.75%	\$3.00	per hour	Draft

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Standard Fees [continued]

Vehicle Standby Time	\$19.30	\$20.00	3.63%	\$0.70		Draft
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Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Swimming Pools

South Burnett Swimming Pools – Blackbutt, Kingaroy, Murgon, Proston, South Burnett Aquatic Centre and Wondai

Adult	\$3.50	\$3.50	0.00%	\$0.00	per head	Reviewed
Children < 12	\$2.70	\$2.70	0.00%	\$0.01	per head	Reviewed
Senior/Concession Card Holders	\$2.70	\$2.70	0.00%	\$0.01	per head	Reviewed
Hydrotherapy Pool	\$3.50	\$3.50	0.00%	\$0.00	per head	Reviewed
School Swimming Carnival	\$360.00	\$360.00	0.00%	\$0.00		Reviewed
Private Hire	\$72.00	\$72.00	0.00%	\$0.01	per hour	Reviewed
Lane Hire	\$15.00	\$15.00	0.00%	\$0.00	per lane per hour	Reviewed

Blackbutt, Kingaroy, Murgon, Proston and Wondai – Individual Passes

7 Month Swimming Passes

Child	\$150.00	\$150.00	0.00%	\$0.00	per season	Reviewed
Adult	\$190.00	\$190.00	0.00%	\$0.00	per season	Reviewed
Senior/Concession Card Holders	\$150.00	\$150.00	0.00%	\$0.00	per season	Reviewed
Family	\$470.00	\$470.00	0.00%	\$0.00	per season	Reviewed

10 and 20 Visit Pass

10 Visit Pass – Child	\$24.30	\$24.30	0.00%	\$0.00		Reviewed
10 Visit Pass – Adult	\$31.50	\$31.50	0.00%	\$0.00		Reviewed
10 Visit Pass – Senior/Concession Card Holders	\$24.30	\$24.30	0.00%	\$0.00		Reviewed
20 Visit Pass – Child	\$48.60	\$48.60	0.00%	\$0.00		Reviewed
20 Visit Pass – Adult	\$63.00	\$63.00	0.00%	\$0.00		Reviewed
20 Visit Pass – Senior/Concession Card Holders	\$48.60	\$48.60	0.00%	\$0.00		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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South Burnett Aquatic Centre – 12 Month Season Pass – Purchased Directly from Pool

12 Month Season Pass

Child	\$280.00	\$280.00	0.00%	\$0.00	per season	Reviewed
Adult	\$364.00	\$364.00	0.00%	\$0.00	per season	Reviewed
Senior/Concession Card Holders	\$280.00	\$280.00	0.00%	\$0.00	per season	Reviewed
Family	\$610.00	\$610.00	0.00%	\$0.00	per season	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Waste Services

Kingaroy - Weighed

<10m2 of Domestic Self-Haul Asbestos - Kingaroy	\$105.00	\$140.00	33.33%	\$35.00	per tonne or part thereof	Reviewed
A Small Sized Animal < 15Kgs	\$22.00	\$23.00	4.55%	\$1.00	per animal	Reviewed
A Medium Sized Animal > 15Kgs – < 45Kgs	\$34.00	\$35.00	2.94%	\$1.00	per animal	Reviewed
A Large Sized Animal > 45Kgs – < 90Kgs	\$115.00	\$119.00	3.48%	\$4.00	per animal	Reviewed
A Horse and Cow Type Animal (Irrespective of the Weight)	\$170.00	\$176.00	3.53%	\$6.00	per animal	Reviewed
Animal Offal Waste Products (Irrespective of the Weight)	\$38.00	\$39.50	3.95%	\$1.50	per animal	Reviewed
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	\$22.00	\$40.00	81.82%	\$18.00	Per Unit	Reviewed
Liquid Paint	\$9.00	\$9.50	5.56%	\$0.50	per litre	Reviewed
Disposal available at Kingaroy only.						
Mattress Disposal	\$10.00	\$10.00	0.00%	\$0.00	Per Mattress	Reviewed
Tyres – Motorcycle	\$6.00	\$6.00	0.00%	\$0.00	Each	Reviewed
Tyres – Motorcycle - Contaminated/with Rim	\$2.00	\$10.00	400.00%	\$8.00	EACH	Reviewed
Tyres – Car	\$10.00	\$10.50	5.00%	\$0.50		Reviewed
Tyres - Car - Contaminated/with Rim	\$0.00	\$16.00	∞	\$16.00	Each	Reviewed
Tyres – Truck	\$28.00	\$29.00	3.57%	\$1.00	each	Reviewed
Tyres - Truck - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each	Reviewed
Tyres – Tractor	\$125.00	\$129.50	3.60%	\$4.50	Each	Reviewed
Tyres - Tractor - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each	Reviewed
Waste from Outside Shire	\$435.30	\$435.30	0.00%	\$0.00	Per Tonne	Reviewed

Commercial Charges

Asphalt	\$0.00	\$165.00	∞	\$165.00	Per Tonne	Reviewed
Bricks	\$0.00	\$150.00	∞	\$150.00	Per Tonne	Reviewed
Commerical and Industrial - Mixed Load	\$0.00	\$350.00	∞	\$350.00	Per Tonne	Reviewed
Concrete	\$0.00	\$150.00	∞	\$150.00	Per Tonne	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Commercial Charges [continued]

Gyprock/Plasterboard	\$0.00	\$150.00	∞	\$150.00	Per Tonne	Reviewed
Tiles	\$0.00	\$150.00	∞	\$150.00	Per Tonne	Reviewed
>10m2 of Domestic Self-Haul or Any Commercial Asbestos - Kingaroy	\$210.00	\$260.00	23.81%	\$50.00	per tonne or part thereof	Reviewed
Commercial and Industrial Waste - General Waste	\$210.00	\$217.50	3.57%	\$7.50	per tonne	Reviewed
Construction and Demolition Waste - mixed loads	\$140.00	\$350.00	150.00%	\$210.00	per tonne	Reviewed

Murgon, Nanango, Wondai - Volume Estimate

<10m ² of Domestic Self-Haul Asbestos - Nanango	\$105.00	\$140.00	33.33%	\$35.00	per cubic metre or part thereof	Reviewed
A Small Sized Animal < 15Kgs	\$0.00	\$23.00	∞	\$23.00	Per Animal	Reviewed
A Medium Sized Animal > 15Kgs – < 45Kgs	\$0.00	\$35.00	∞	\$35.00		Reviewed
A Large Sized Animal > 45Kgs – < 90Kgs	\$0.00	\$119.00	∞	\$119.00	Per Animal	Reviewed
A Horse and Cow Type Animal (Irrespective of the Weight)	\$0.00	\$176.00	∞	\$176.00	Per Animal	Reviewed
Animal Offal Waste Products (Irrespective of the Weight)	\$0.00	\$39.50	∞	\$39.50	Per Animal	Reviewed
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	\$22.00	\$40.00	81.82%	\$18.00	Per Unit	Reviewed
Mattress Disposal	\$10.00	\$10.00	0.00%	\$0.00	Per Mattress	Reviewed
Tyres – Motorcycle	\$6.20	\$6.20	0.00%	\$0.00	Each	Reviewed
Tyres – Motorcycle - Contaminated/with Rim	\$10.00	\$10.00	0.00%	\$0.00	Each	Reviewed
Tyres – Car	\$10.40	\$10.40	0.00%	\$0.00	Each	Reviewed
Tyres - Car - Contaminated/with Rim	\$16.00	\$16.00	0.00%	\$0.00	Each	Reviewed
Tyres – Truck	\$29.00	\$29.00	0.00%	\$0.00	Each	Reviewed
Tyres - Truck - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each	Reviewed
Tyres – Tractor	\$129.60	\$129.60	0.00%	\$0.00	Each	Reviewed
Tyres - Tractor - Contaminated/with Rim	\$0.00	\$40.00	∞	\$40.00	Each	Reviewed
Waste from Outside Shire	\$420.00	\$435.50	3.69%	\$15.50	per cubic metre	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Commercial Charges

>10m ² of Domestic Self-Haul or Any Commercial Asbestos - Nanango	\$210.00	\$260.00	23.81%	\$50.00	per cubic metre or part thereof	Reviewed
Asphalt	\$0.00	\$150.00	∞	\$150.00		Reviewed
Bricks	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre	Reviewed
Concrete	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre	Reviewed
Gyprock/Plasterboard	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre	Reviewed
Tiles	\$0.00	\$150.00	∞	\$150.00	Per Cubic Metre	Reviewed
Commercial and Industrial - General Waste	\$210.00	\$217.50	3.57%	\$7.50	per cubic metre or part thereof	Reviewed
Construction and Demolition (C&D) - Mixed	\$140.00	\$350.00	150.00%	\$210.00	per cubic metre or part thereof	Reviewed

Only minor amounts less than 20m³ or 20 tonnes in total of construction and demolition (C&D) waste is able to be received at waste facilities other than Kingaroy with prior approval. Major C&D disposal (>20m³ or 20 tonnes in total) is to be disposed of at the Kingaroy Waste Facility. Please contact Council's Waste Services Section on (07) 4189 9100 for further details.

Commercial and Industrial - Mixed Load	\$240.00	\$350.00	45.83%	\$110.00	per cubic metre or part thereof	Reviewed
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Fee is on top of and in addition to whatever the applicable disposal charge will be.

Free From Charge

Co-mingled Recycling				No Charge		Reviewed
E-Waste				No Charge		Reviewed
Batteries				No Charge	each	Reviewed
Waste Oil				No Charge	per litre	Reviewed
Clean Fill				No Charge		Reviewed
Light Gauge Metal/Car Bodies/Metal Tanks				No Charge		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Free From Charge [continued]

Green Waste			No Charge		per cubic metre/ Per Tonne	Reviewed
Cardboard Recycling			No Charge		per cubic metre	Reviewed
Where able to be provided.						
Waste Cooking Oil			No Charge		per litre	Reviewed
Green Waste			No Charge		per tonne	Discontinued

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Wastewater

Sewerage Connection	\$593.00	\$614.50	3.63%	\$21.50		Reviewed
Service Connection – Cut Into Existing Main				At Cost		Reviewed
Service – Other				At Cost		Reviewed
Location of Wastewater Service Connections	\$146.00	\$151.50	3.77%	\$5.50		Reviewed
Water and sewer. Physical location of Sewer						
Physical Location of Sewerage Mains	\$144.00	\$149.50	3.82%	\$5.50		Reviewed

Water and Wastewater Searches

Sewer main and water main location information.

Requests for Sewer and Water Details Within Property	\$54.00	\$56.00	3.70%	\$2.00		Reviewed
Requests for Sewer and Water Details Adjacent to the Property	\$54.00	\$56.00	3.70%	\$2.00		Reviewed

Trade Waste - Application Fee

Trade Waste Application Fee (including swimming pool discharge to sewer)	\$179.00	\$185.50	3.63%	\$6.50		Reviewed
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Trade Waste - Yearly Renewal Fees

Category 1 Licence	\$282.00	\$292.50	3.72%	\$10.50		Reviewed
Category 2	\$1.00	\$1.00	0.00%	\$0.00		Reviewed
Minimum \$330 P/A volume cKl.						
Category 3	\$1.00	\$1.00	0.00%	\$0.00		Reviewed
Minimum \$330 P/A volume cKl.						
BOD5 cKg	\$1.50	\$1.50	0.00%	\$0.00		Reviewed
Sus Solids cKg	\$1.00	\$1.00	0.00%	\$0.00		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Miscellaneous Wastewater Fees

Hire of Sewer Camera including Staff	\$189.00	\$189.00	0.00%	\$0.00	per hour	Reviewed
Hire of Sewer Jetter including Staff	\$282.00	\$292.50	3.72%	\$10.50	per hour	Reviewed
Concurrence Agency Response	\$326.00	\$338.00	3.68%	\$12.00		Reviewed
Building over or near infrastructure QDC MP1.4.						

Disposal of Septage Waste

Disposal of Septage Waste Originating Within the South Burnett Regional Council Area	\$30.00	\$31.00	3.33%	\$1.00	per kilolitre	Reviewed
Disposal of Septage Waste Originating Outside the South Burnett Regional Council Area	\$131.00	\$136.00	3.82%	\$5.00	per kilolitre	Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Water – Sales

Blackbutt Bulk Nukku Pipeline Water

Blackbutt Bulk Nukku Pipeline Water Fee	\$1.15	\$1.15	0.00%	\$0.00	per kilolitre	Reviewed
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Purchase of Water

Water from Standpipe Commercial or Coin – Potable	\$6.00	\$6.00	0.00%	\$0.00	per kilolitre	Reviewed
Water from Standpipe Commercial or Coin – Non-Potable	\$5.00	\$5.00	0.00%	\$0.00	per kilolitre	Reviewed
Deposit on Standpipe Key	\$136.00	\$141.00	3.68%	\$5.00		Reviewed

Name	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (incl. GST)	Increase %	Increase \$	Unit	Status
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Water Supplies

Connection Fees (Measurements are Internal Diameter)

Standard 20mm Service (<30 metres)	\$1,077.00	\$1,116.50	3.67%	\$39.50		Reviewed
Standard and Restricted Rural 12mm Service	\$1,077.00	\$1,116.50	3.67%	\$39.50		Reviewed
25mm Service (Includes 25mm Meter)(<30 metres)	\$1,468.00	\$1,521.50	3.64%	\$53.50		Reviewed
Multiple Dwelling Units – Connection 25mm (Incl. 1 x 20mm Meter Per Unit)(<30 metres)	\$733.00	\$760.00	3.68%	\$27.00	per unit	Reviewed
32mm Service (Includes 32mm Meter) (<30 metres)	\$2,828.00	\$2,931.00	3.64%	\$103.00		Reviewed
Larger Than 32mm Service (Including Meter) (<30metres)				At Cost		Reviewed
Minimum Charge for Service > 32mm	\$3,263.00	\$3,382.00	3.65%	\$119.00		Reviewed
Over 30 metres from Main (All Sizes)				At Cost		Reviewed

Other Fees

Location of Water Service Connection/s	\$146.00	\$151.50	3.77%	\$5.50		Reviewed
Disconnection Fee	\$152.00	\$157.50	3.62%	\$5.50		Reviewed
Relocate Meter to Other Location				At Cost		Reviewed
Testing Meter – Internally	\$98.00	\$101.50	3.57%	\$3.50		Reviewed
Testing Meter – Externally				At Cost		Reviewed
Physical Location of Water Mains	\$144.00	\$149.50	3.82%	\$5.50		Reviewed
Concurrence Agency Response	\$326.00	\$338.00	3.68%	\$12.00		Reviewed
Building over or near infrastructure QDC MP1.4.						

Meter Boxes (PVC)

New Meter Box Installation on Existing Connection	\$119.00	\$123.50	3.78%	\$4.50		Reviewed
To be installed by Council.						

7.2 SETTING OF DISCOUNT ON RATES FOR 23/24 YEAR**File Number:** 15.03.2023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Discount on rates for the financial period ending 30 June 2024

SUMMARY

Early payment discount on differential general rates, water access charges, wastewater utility charges and refuse collection charges for the 23/24 year.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

That pursuant to Section 130 of the *Local Government Regulation 2012*, the differential general rates, wastewater utility charges, water access charges, refuse collection charges made and levied shall be subject to an early payment discount of 10% if paid within the discount period of thirty (30) days of the date of issue of the rate notice provided that:

1. all of the aforementioned rates and charges are paid within thirty (30) days of the date of issue of the rate notice;
2. all other rates and charges appearing on the rate notice (that are not subject to discount) are paid within thirty (30) days of the date of issue of the rate notice; and
3. all other overdue rates and charges relating to the rateable assessment are paid within thirty (30) days of the date of issue of the rate notice.

BACKGROUND

NA

ATTACHMENTS

Nil

7.3 THREE YEAR AVERAGING**File Number: 15.03.2023****Author: Manager Finance & Sustainability****Authoriser: Chief Executive Officer****PRECIS**

Use of three-year averaging for rates valuations

SUMMARY

New valuations came into effect from 30 June 2022 and to assist with the impact of these new valuations, three-year averaging is recommended.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council

- the continued use of 3 year averaging for land valuations for use in the general rate calculations

BACKGROUND

New valuations were done for the region which came into effect on the 30 June 2022. To assist with the impact that these fluctuations will have on ratepayers, it is recommended that Council continue to use three-year averaging so that the full impact of the land revaluation would be brought in over a three-year period and not all at once.

ATTACHMENTS

Nil

7.4 EXEMPTIONS AND CONCESSIONS ON VARIOUS SPECIAL, SEPARATE AND UTILITY CHARGES 2023/2024

File Number: 15.03.2023

Author: Manager Finance & Sustainability

Authoriser: Chief Executive Officer

PRECIS

Setting the exemptions and concessions on various rates and charges for groups or organisations, which provide a public service or community benefit.

SUMMARY

Council recognises that various groups or organisations provide a public service or community benefit throughout the region. In order to assist these groups or organisations Council has determined to provide concessions on various rates and charges.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That:

1. pursuant to *Section 93* of the *Local Government Act 2009* Council provides an exemption of differential general rates and separate charges for properties as identified within the categories per the table below.
2. pursuant to *Sections 120, 121 and 122* of the *Local Government Regulation 2012*, Council grants a rebate for various rates and charges for the financial year ending 30 June 2024 as identified in the table below and subject to the following:
 - (a) Property owners must notify Council immediately if there is a substantive change in land use for a property that is receiving a rate concession.
 - (b) Applications received during the current financial year that fall within the categories below, will be granted a rate concession following the passing of a resolution by Council.
 - (c) If a property has been granted a rate concession in the previous financial year, the owner will not be required to re-apply to receive the rate concession for the current financial year. However, proof of ongoing eligibility will be required if requested.

Concession Category	Differential General Rates	Separate Rates	Water Access	Sewerage Access	Waste Bin
Queensland Country Women's Association	100%	100%	75%	75%	0%
Youth Accommodation	100%	100%	0%	0%	0%
Youth Groups – Scouts, Guides	100%	100%	100%	100%	100%
Seniors and Welfare Groups	100%	100%	50%	50%	0%
Kindergartens	100%	100%	50%	50%	0%
Service and Other Clubs	100%	100%	75%	75%	0%
Show Grounds	100%	100%	50%	50%	0%
Race Grounds	100%	100%	0%	0%	0%
Museums, Theatres, Heritage	100%	100%	100%	100%	0%
Sporting Groups and Associations	100%	100%	75%	75%	0%
Charitable Organisations	100%	100%	0%	0%	0%
Community Owned Halls	100%	100%	0%	0%	0%

FINANCIAL AND RESOURCE IMPLICATIONS

Rate concessions reduce Council's revenue by an estimated \$350,000. This has been included in the budget.

LINK TO CORPORATE/OPERATIONAL PLAN

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

OR14 Continue to implement regional equity / consistency in Council's rating system.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Rating implications have been discussed with Council during the development of the 2023/2024 budget.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Rate resolutions are in accordance with the relevant section of the *Local Government Act 2009* and the *Local Government Regulation 2012*. The adoption of appropriate rate resolutions is integral to funding the budget.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

In accordance with Council's Revenue Policy.

ASSET MANAGEMENT IMPLICATIONS

Rate revenue is used to fund depreciation which is the source of funds for capital works programs. Funds are also used for the provision of services as well as operation and maintenance of assets.

REPORT

The table below represents the concessions available to group for the current 2022/2023 year. Council needs to consider if there are any changes to percentages or categories that they'd like to make. Also, some direction on what criteria needs to be met for an organisation to apply under the charitable organisations category needs to be provided by Council.

Concession Category	Differential General Rates	Separate Rates	Water Access	Sewerage Access	Waste Bin
Queensland Country Women's Association	100%	100%	75%	75%	0%
Youth Accommodation	100%	100%	0%	0%	0%
Youth Groups – Scouts, Guides	100%	100%	100%	100%	100%
Seniors and Welfare Groups	100%	100%	50%	50%	0%
Kindergartens	100%	100%	50%	50%	0%
Service and Other Clubs	100%	100%	75%	75%	0%
Show Grounds	100%	100%	50%	50%	0%
Race Grounds	100%	100%	0%	0%	0%
Museums, Theatres, Heritage	100%	100%	100%	100%	0%
Sporting Groups and Associations	100%	100%	75%	75%	0%
Charitable Organisations	100%	100%	0%	0%	0%
Community Owned Halls	100%	100%	0%	0%	0%

ATTACHMENTS

Nil

7.5 SETTING THE LEVEL OF CONCESSION ON RATES AND CHARGES FOR APPROVED PENSIONERS 2023/2024**File Number:** 15.03.2023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**

Setting the level of concession on rates and charges for approved pensioners for the financial period ending 30 June 2024.

SUMMARY

Council is committed to assisting ratepayers who receive a pension. As a result, Council has agreed to provide assistance by way of a concession on rates to pensioners who meet the administrative guidelines for the Queensland Government pensioner rate subsidy scheme.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That pursuant to *Sections 120, 121 and 122 of the Local Government Regulation 2012*, a rebate of rates be granted to all ratepayers who are pensioners and who are eligible for the Queensland Government pensioner remission.

The rebate will be set at:

1. Twenty percent of the differential general rate, sewerage utility charges, water utility charges and waste/refuse utility charges; and
2. The maximum concession granted per property shall be capped at \$200 per annum.
3. An additional concession of 50% of the waste recycling collection charge be allowed for eligible pensioners who pay for a recycling service.

FINANCIAL AND RESOURCE IMPLICATIONS

This concession reduces Council's revenue by up to \$200 per eligible property plus waste recycling of approximately \$17.50 per eligible property. This results in a total estimated cost of \$895,000.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Rating implications have been discussed with Council during the development of the 2023/2024 budget.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Chapter 4 Part 10 of the Local Government Regulation 2012. For pensioners who meet the administrative guidelines for the Queensland Government pensioner rate subsidy scheme.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

In Accordance with Council's Revenue Policy.

ASSET MANAGEMENT IMPLICATIONS

Impacts the level of rate revenue which is used to fund depreciation as the source of funds for capital works on Council assets as well as the provision of services and the operation and maintenance of those assets. The impact has been included in the budget.

REPORT

Not applicable.

ATTACHMENTS

Nil

7.6 OVERVIEW OF CURRENT GRADING PRACTICES FOR MAINTENANCE OF THE UNSEALED NETWORK

File Number: 15-03-2023

Author: Manager Works

Authoriser: Chief Executive Officer

PRECIS

An overview of current grading practices for maintenance of the unsealed road network with suggested considerations for adjusting service.

SUMMARY

Workshops with Council's grading operations teams revealed that, although the current service level based on roads being graded every 12 months has resulted in less customer complaints and increased service standard from previous practice, without appropriate resources to increase surface compaction during maintenance grading, this method of delivery can increase unsealed road network degradation through early loss of pavement material under some conditions.

OFFICER'S RECOMMENDATION

That Council notes the report addressing the Operational Plan Action No OPI/23:

"Review of operational maintenance delivery investigating alternative delivery models Infrastructure for Patrol and Maintenance Grading – review and report back the advantages and costings of the addition of rollers."

And that the report provides guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

FINANCIAL AND RESOURCE IMPLICATIONS

Additional annual road maintenance budget allocation of \$450,000 would be required if consideration to report conclusions were implemented.

LINK TO CORPORATE/OPERATIONAL PLAN

This report has been developed for Operational Plan Action No OPI/23.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Workshop held with the road maintenance management and operational crews.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Duty of care for the delivery of road maintenance services.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Asset Management policy objectives have been considered in the assessment and preparation of this report. In particular, financially sustainable infrastructure, safeguarding assets, employees taking an integral part in implementing strategies, ensuring resources are identified, and alignment with good industry practice.

ASSET MANAGEMENT IMPLICATIONS

Without appropriate resources to maintain the unsealed roads network, declining road standards over the long term will increase the risk of adequately providing the intended service level.

REPORT

Unsealed Roads Maintenance – Patrol and Maintenance Grading

Introduction

Councils Operational Plan Action No OPI/23 is for the:

Review of operational maintenance delivery investigating alternative delivery models Infrastructure for Patrol and Maintenance Grading – review and report back the advantages and costings of the addition of rollers.

Slashing programme – outsource and move staff to patching – buy 2 new patching trucks.

This review considers the current practices utilised in maintenance grading activities to achieve Council's service level as well as addressing its Asset Management Policy. A comparison with recent local government industry practices will also be considered.

A Health Check Workshop involving the grading operations team was held to explore options for improving grading practices. Service considerations in the workshop focused on the balancing of quality, costs, and risk.

The slashing programme reference in OPI/23 will be addressed in a separate report addressing OPI/19 on Council's slashing and spraying programme.

Service Level

Council's service level is based on a frequency of roads being graded on average once every 12 months. The length of its unsealed road network is 1,500 kilometres, which suggests productivity of road grading to achieve this frequency may have to be more than 2.5 kilometres per day with current resources. However, this is subject to a range of uncontrolled impacts to delivery, such as the recent disaster declared events.

Operations Health Check Workshop

A Health Check Workshop with unsealed road maintenance staff including the Coordinator, Supervisor, Team Leader, and Grader Operator, as well as the management team, was held on 25th January 2023. The purpose of the workshop was to review the current state of service for unsealed roads by identifying:

- a) what is working and what is not; and
- b) options and consequences.

The team considered that there were less complaints on unsealed roads due to each road being graded every year. However, the following issues were identified with current practices:

- The current grading practice, without appropriate resourcing, risks shortening the life of resheets without additional compaction.
- Build up of vegetation is causing drains to get higher and limits their capacity, plus it is causing damage to plant.
- Pavement material deteriorates due to contamination and loss of clay binder over the longer term.
- It is difficult to create a crown and proper cross-fall without sufficient pavement material as it is difficult to recover pavement material from grass on the side of roads; and
- Defects tend to recur more quickly because of poor pavement material quality and shallow repair depth.

Current Maintenance Grading Practice

Council's current maintenance grading practice is described as patrol grading which involves the following:

- Defect removal generally by blading only

- Clearing shoulder vegetation and drainage were grader capable
- Minor defect and shape correction of surface
- Pavement material recovery however may be limited through avoidance of vegetation contamination
- Minimal water supply
- Low level compaction through water truck and plant rolling

Heavy grading is undertaken on limited priority roads. This activity includes additional treatments such as the following:

- Defect removal by ripping and blading
- Full vegetation removal
- Pavement material recovery and mixing
- Optimum moisture content and compaction.

Indicative first principles cost of various types of grading are as follows:

Light formation grading: \$1000/km

Medium formation grading: \$2300/km

Heavy formation grading: \$7500/km.

Local Government Industry Practices

The Australian Road Research Board (ARRB) has developed an Unsealed Roads Manual. The Manual provides a good reference for best practice grading operations which are defined as light, medium and heavy.

Light grading, by definition, is essentially the smoothing of loose material to fill potholes with the assistance of moisture to assist in tyre rolling compaction. As the crust of undisturbed pavement surface generally remains intact, applied water will flow to some filled potholes promoting compaction. This technique is more suitable for lower traffic roads.

Medium grading forms part of the periodic restoration of pavement shape and removing more significant defects. The intent of Council's patrol grading, to a degree, aligns more with medium grading activity without compaction levels.

Heavy grading activities as identified below involve more substantial techniques to achieve a longer-term outcome:

- Defect removal:
Defects in gravel pavement such as potholing or corrugations require blading or ripping to the underside of the defect.
- Vegetation removal:
Blading of shoulders and table drains for the removal of grass and tree suckers to access gravel material dispersed to the table drain, and to reduce contamination of the pavement material.
- Pavement restitution:
 - Pavement material is restored to the pavement area
 - Mixing pavement material to redistribute stone and blend the clay binder
 - Water mixing to facilitate pavement compaction effort and to activate the clay binder
 - Lay out and shaping of the pavement to a crossfall to achieve drainage of the pavement
 - Compaction of the pavement to maximise cohesion by clay binder.

These activities achieve the best outcomes for pavement restitution, providing a durable pavement and achieving optimal service life subject to traffic type and numbers during seasonal wet and dry periods. Frequency of the requirements for a heavy grade will depend on traffic impact and weather conditions.

Recent technical papers presented at IPWEA conferences identified the following for successful grading:

- Adequate removal of surface defects, (i.e., blading or scarifying to minimum depths for defect removal)
- Existing material retrieval and adequate depth achieved (i.e., 40 mm depth of gravel over road)
- Adding correct amounts of water to cut material, ensuring moisture is consistent and adequate for clay activation and adequate compaction (i.e., ensures particles hold together longer)
- Correct compaction processes ensuring maximum cohesion of material with the optimal number of passes (i.e., binds material particles together over a longer timeframe)
- A minimum 4% cross-fall of the road ensuring water drains off the road
- Appropriate table and diversion drains including cross drainage ensures water drains away from the road.

Grading practices adopted more recently by industry involve utilising road classifications (traffic type and number) linked to defect intervention and the type of maintenance activity undertaken. Redefining Council's patrol grading to an all-inclusive grading treatment type with the introduction of grading activity classification may assist in the scheduling and communication of service delivery.

Workshop Observations

The following observations were taken from discussions at the Operations Health Check Workshop:

- The grading crew have the best intentions to achieve a good outcome for the community
- The grading crew have sound knowledge of road performance and grading activities
- The grading crew endeavours to provide value for money while achieving an appropriate service level
- They are attempting to achieve a hybrid of light and medium grading to extend pavement life as well as meeting the service level target.
- A backlog of diversion drains clearing, and vegetation management is apparent
- Contamination of gravel pavement with soil and vegetation results in premature reoccurrences of defects.

In summary, while the annual grading frequency service level has community acceptance, target time delivery with current resources limits the ability to achieve best practice in grading treatment for a sustainable unsealed road network.

Workshop Considerations for Improvement

Workshop participants developed several items for consideration, which include the following:

- **Consideration 1: Focus on Quality not Quantity**
 - Focus on activities required and not a daily rate
 - Focus on improved pavement and its sustainability
 - Customers will experience improved roads for longer however, roads not graded may deteriorate further
 - Balance of annual maintenance costs to longer term costs of pavement replacement.

- **Consideration 2: Increased Level of Service on all Roads**
 - Determine heavy grading / medium grading treatment based on service specifications tied to road hierarchy
 - This option is unlikely to achieve grading frequency of service levels with existing resources
 - Additional resources may be required
 - Will result in improved long-term quality of the unsealed road network
 - More sustainable road network and improved customer experience
 - Increased annual cost, however more like to align with optimised whole of life costs.

- **Consideration 3: Focus on Clearing Drainage**
 - Establish a standalone clearing activity with intent to be managed in the future with existing plant
 - Will result in an improved road in the longer term
 - Additional plant costs will occur over an unknown funding period
 - Savings will be gained by avoiding damage to plant.

- **Consideration 4: Heavy Formation Grading on Priority Roads**
 - This option provides similar improvements to Consideration 2 but with a dedicated crew
 - This will improve the overall road network quality
 - This will incur the additional cost of additional crew
 - Will result in a reduction of pavement material loss due to light grading
 - A requirement for additional pavement material to overcome the backlog of lost pavement
 - Lower priority roads would continue to receive less attention.

Options Analysis

All options above will achieve an improved outcome for the community but with substantial budget impact as expected.

Consideration 3 is a one-off budget program to address a backlog of vegetation management. The funding amount for this option will need to be developed, but if other options are fully funded this backlog may be partly achieved in their delivery.

Consideration 1 has the least cost impact but will not achieve service level of an annual grade and therefore, is a low-quality and low-cost solution with only a slightly improved risk level. Consideration 4 will achieve a higher quality and a low-risk solution, but at the highest cost.

Consideration 2 provides a middle-of-the-road solution with improved quality, slightly higher comparative costs, and an improved risk position. Combining Options 2 and 3 will achieve a targeted response to unsealed roads maintenance.

Implementation of Option 2 will require the addition of compaction equipment to at least two (2) existing patrol grading crews. Roller type (rubber tyre/steel drum) will be dependent on the pavement material type. Effectiveness of a combination roller (steel drum and rubber tyre unit) may need to be tested. Therefore, implementing a trial with hired rollers for at least a six (6) month period may assist with the assessment of Option 2 delivery.

Additional resources onsite as required by Option 2 will also assist in productivity improvements through traffic management signage set up and improved safety management by having two (2) persons onsite for a majority of the time, given long water hauls are experienced from time to time.

The above solutions will require support from an appropriate targeted gravel resheeting programme on priority roads. Recent disaster recovery works creates an opportunity to take advantage of restored assets to assess the achievement of benefits from a Consideration 2 implementation.

Funding Options

To implement Consideration 2, the addition of a roller greater than twelve (12) tonnes to one (1) grading crew will be in the order of \$150,000 based on current internal hire rates, average annual roller utilisation, and annual wages plus oncosts of a full-time roller operator. Therefore, two (2) additional rollers plus operators will require an additional \$300,000 added to the annual road maintenance budget, and \$450,000 to all (3) current patrol grader teams.

Consideration 3 will require a crew made up of excavator or backhoe, a truck, and traffic control where necessary. The programme will require on the ground assessment to determine the extent of the project and its budget.

Conclusion

While current patrol grading achieves nominated service levels based on grading frequency and has community acceptance, lack of pavement compaction using purpose designed plant is reducing the ability to provide a road network capable of withstanding the impact of typical weather events in the longer term.

The implementation of Consideration 2, *Increase the Level of Service on all Roads*, using three (3) additional compaction units, as well as appropriate grading treatments for prioritised roads in the network, will assist in addressing risks of decline of the unsealed road network.

An allocation of an additional \$450,000 to the maintenance grading budget would be required for adoption of revised level of service. It is expected that the change in this service would likely mean that roads would be graded on average every 18 to 24 months rather than the current 12 months.

Redefining Council's patrol grading activity under its unsealed road maintenance program, including grading treatment levels to be prioritised on road use classification, and defect intervention would assist in management of service delivery

Benefits of the above implementations will potentially extend the life of each grading intervention; and reduce risk of longer-term impact of pavement loss.

ATTACHMENTS

Nil

7.7 OVERVIEW OF CURRENT SLASHING AND ROADSIDE SPRAYING PRACTICES FOR MAINTENANCE OF THE SEALED NETWORK

File Number: 15-03-2023
Author: Manager Works
Authoriser: Chief Executive Officer

PRECIS

An overview of current slashing and roadside spraying practices for maintenance of the sealed road network with suggested considerations for adjusting service.

SUMMARY

Workshops with Council's slashing and spraying operations teams revealed that the current service level of two (2) slashing rounds per annum impacts on safe travel and operations. Six (6) considerations were developed for the adjustment of service levels. A combination of elements from these considerations would make a difference through the introduction of three (3) slashing rounds; continuing to supplement internal resources with external contractors; and the development of flexibility to programming. Roadside spraying was found to be integral to the productivity of slashing activities but posed a perceived community risk that can be managed by improvements in the current operations.

OFFICER'S RECOMMENDATION

That Council notes the report addressing the Operational Plan Action Nos OPI/19 and OPI/23 part:

"Review of unit rates and schedules completed and options for increased service levels of current slashing and spraying service levels."

Slashing programme – outsource and move staff to patching – but 2 new patching trucks."

And that the report provides guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

FINANCIAL AND RESOURCE IMPLICATIONS

Based on optimum proposals, increasing the annual slashing program by an additional round of slashing would require an additional \$180,000. Therefore, a total budget allocation of \$540,000 would be required to achieve a service level of three (3) slashing rounds.

On this basis an additional sealed road spraying round would require an additional budget of \$50,000.

LINK TO CORPORATE/OPERATIONAL PLAN

This report has been developed for Operational Plan Action No OPI/19 and a portion of No OPI/23.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

A workshop was held with both the road maintenance management and operational crews.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Duty of care regarding the safe use of Council's sealed road network.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

Asset Management Policy objectives have been considered in the assessment and preparation of this report.

REPORT

Sealed Roads Maintenance – Slashing and Roadside Spraying

Introduction

Councils Operational Plan Action No OPI/19 is:

Review of unit rates and schedules completed and options for increased service levels of current slashing and spraying service levels.

Second part of Operational Plan Action No OPI/23

Slashing programme – outsource and move staff to patching – but 2 new patching trucks.

This review considers the current practices including scheduling and delivery unit rates utilised in slashing and spraying activities to achieve Council's service level and addressing safe operations of the sealed road network.

A workshop involving the slashing and spraying operations team was held to explore options to improve practices. The underlying service consideration in the workshop was focussed on the balancing of quality, costs, and risk.

The slashing programme reference in OPI/23 was flagged to be addressed in this report as there are implications on the delivery of this service.

PART A: SLASHING

Service Level

Council's sealed road network has a slashing length of 1190 kms and its grass slashing intervention level is triggered at a height of 700 mm on the road edge. Council's current approach to this activity is based on cyclic rounds in zonal areas, and this equates to two (2) rounds per annum during the growing season. Roadsides are slashed at 3.6 m width from road edge where it is achievable, however, the impact of cuttings and embankments can result in the reduction of this width.

Council also slashes 656 kms of state-controlled roads under contract with Department of Transport and Main Roads (TMR). Intervention is similar to Council's service level but can be modified from time to time given the impact and nature of various grasses and rates of growth.

The practical issue with grass height intervention is growth patterns may result in the whole road network being at intervention level at once resulting in insufficient resources to respond in a timely manner to cover the length of the network.

Current Slashing Operations Overview

Council currently uses both internal and external resources to undertake roadside slashing. Internal resources consist of four (4) tractors and slashers which currently complete circuits in zones described as North, Central, and South. This level of resourcing has been historically established by Council staff based on annual viable utilisation that can be achieved in a growing season.

These core inhouse units are supplemented by contractors as necessary and their use is balanced against budget allocations and grass height interventions on both the Council and TMR networks. Both internal and external resources are engaged and managed by inhouse supervision, which is responsible for inspection, planning and coordination of delivery.

Historically, internal units are used in the order of 700 hours per annum to achieve this service level. The delivery is impacted by a range of issues, but timing is affected by weather and safe operations in difficult terrain plus conflicting passing traffic.

Current Productive Output

One tractor slashing both sides of the road can, under average conditions, achieve in the order of one (1) km in an hour. Therefore, the productive output per tractor is approximately 7 km of slashing per day. Traffic numbers, terrain, ground conditions, weather, and grass length impact on the level of output. The combined slashing unit of tractor, slasher, utility, and operator costs approximately \$1,000 per day for a normal working day of eight (8) hours. This includes travel, daily servicing, and traffic management.

The current team of four (4) slasher units can cover 252 kms in a nine (9) day fortnight and can undertake slashing on the local network of 1,190 kms in 4.7 fortnights or 2.4 months. Including the state-controlled roads (656 kms) the four (4) crews will take 3.7 months to undertake one round of the circuit depending on the TMR road lengths in a circuit. This assessment excludes public holidays which mostly fall in the growing season.

The total cost of one round of slashing on Council's network is estimated to be \$180,000. The current service standard on Council roads of two (2) loops requires a budget allocation of \$360,000. TMR reimburses Council for slashing activity on state-controlled roads under a contract rate. Costs of a round of slashing on state roads is \$94,000. These above costs exclude the costs of supervision which is an annual cost of road management.

Operations Health Check Workshop

A Health Check workshop with sealed road maintenance staff including Coordinator, Supervisor, Team Leader, and operators as well as the management team was held on 25th January 2023. The purpose of the workshop was to review vegetation management services for sealed roads by:

- a) Identifying what is working and what is not.
- b) Identifying options and consequences.

The team considered that having a flexible approach to scheduling provides an ability to respond to environmental conditions and, combined with the use of contractors to supplement the crews, service delivery can be maintained. However, several observations about current practice were identified as follows:

- Consistency in direction to stay on target is more effective than redirection which interrupts the program and loses time in re-establishing alternative sites.
- Managing work requests following rain with expectations from communities for immediate response.
- Requests that do not fit intervention levels and programming diverted for community events slows the program.
- Lack of community understanding of the appropriate authority's response to two separately managed road networks.
- Two cuts a year is not enough as grass growth will exceed intervention. (A pre-season cut presents opportunities to improve cycle delivery).

Workshop Options for Improvement

Workshop participants developed several options for consideration.

- **Consideration 1a: Do at least 3 cuts per year on Council roads (in most years)**
 - Better able to stay on top of the work
 - Improved productivity with less reactive requests
 - Customer experiences improved level of service (slashing 2 > 3 times per year)
 - Cost increase for additional permanent number of cuts

- Reduced risk—fire load reduction, better visibility for the operator and reduced damage to plant, road users drive in safe environment.
- **Consideration 1b: Change the way we look at intervention levels**
 - Start first cut of the season earlier (whether intervention is required or not)
 - Allow the operator discretion to skip jobs if they don't need doing
 - Increases productivity and improves the customer experience of the service
 - Improved levels of service
 - Cost increase for possibly additional number of cuts
- **Consideration 2: Program contractors to complement crew activities**
 - Use contractors in addition to internal crews
 - Provide contractor access to Council's maintenance system
 - More efficient contractor job management
 - Extending current practice.
- **Consideration 3: Splitting TMR and Council roads into two programs**
 - Use Council staff to do the Council roads program and contractors to do the TMR contract slashing if Council program was increased
 - Improved scheduling of Council jobs and removal of impact of TMR decision process
 - More efficient slashing of Council roads without rescheduling due to TMR priorities
 - More certainty in local road schedule
 - Potentially more contractor costs if they are required to do extra work
 - Disconnect between when TMR roads and Council roads get slashed may be an issue in the community's perception.
- **Consideration 4: Create Sub-regions for planning**
 - Currently undertaken informally
 - More flexible work programming
 - Easier for staff to manage customer requests with more certainty in programming.
- **Consideration 5: Increase Council's capacity to do slashing**
 - Use Council staff to do most of the slashing, and only use contractors to do overflow work
 - Better control over all the work and still have the option of bringing in contractors when needed
 - More efficient programming
 - Additional cost of tractor, slasher, utility, and operator.

Options Analysis

The considerations proposed above are not all mutually exclusive as there are interactions between them that may produce an overall improvement in the slashing program. The following comments identify components that may be considered in a revised approach to the slashing programs.

Consideration 1a: The current two (2) cuts per annum have not been found effective in achieving a consistent outcome. Moving to three (3) cuts per annum would allow for early intervention as discussed in Consideration 1b below.

Consideration 1b: Earlier intervention would assist in managing initial stages of grass growth, setting up the next round cut to minimise the impacts of longer grass in terms of safety and productivity. The introduction of flexibility will assist in targeting known trouble sections of the network to be addressed as well as targeting areas that have received early storm rain. The cycle time can be reduced and allows time for follow up where necessary.

Consideration 2: The use of contractors to supplement internal operations will assist in delivery if the growing season is abnormal and the slashing program falls behind in delivery.

Consideration 3: Given the variability in the decision making on TMR roads, using contractors for this network will allow Council crews to focus on Council's network and maintain efficiencies by not deviating from local road programs.

Consideration 4: Formalising subregional planning will improve planning, forecasting resources and communication about delivery.

Consideration 5: The additional cost of another slasher may not be warranted if the additional round achieves its intended purpose (as is currently being achieved informally). Should contractor availability become limited, then a fifth tractor could be considered but dry hiring a unit in this instance would allow flexibility going forward.

Therefore, a combination of elements from the above six (6) considerations would make a difference to current practice, as per the following:

- Introduction of three (3) slashing rounds
- Continuing to supplement internal resources with external contractors or dry hiring based on availability
- Development of flexibility to programming
- The use of contractors on TMR roads when necessary.

The consideration not identified was an increase of internal operational hours using overtime. This consideration would overcome delays in productive time due to weather and other circumstances such as breakdowns. Given the objective is to reduce grass height, timing of rounds is critical to this outcome therefore the use of overtime in these situations would be warranted.

Operational Plan OPI/23

The relocation of two (2) tractor operators to pavement patching operation was identified in the Operational Plan Action OPI/23. This proposal will reduce the slashing crew by 50% and will require increased contractor use. Contractor pricing will be subject to future market rates for the same inputs managed and provided by Council. The cost to Council for two operators, a patching truck, and materials is in the order of \$500,000 per annum.

Availability of contractors throughout the region is not always certain. Council will at times require a quick response to slashing or debris removal in the case of storm and road accident events. Council tractors are fitted with front loading buckets for this dual purpose and are located strategically in the region for emergency response.

Given that patching plant resources and patching roles have not been finalised through funding allocation, it may be premature to assess this proposal in this report until there is further certainty.

Furthermore, should the proposed improvements of this report on the slashing program be accepted it is expected that the current combination of internal and external resources will provide additional benefits to the current activity. Undertaking further change until the outcome has been tested may be premature.

Funding Options

Based on above proposals, increasing the annual slashing program by an additional round of slashing would require an additional \$180,000. Therefore, a total budget allocation of \$540,000 would be required to achieve a service level of three (3) slashing rounds.

Conclusion

Increasing Council's slashing service level from two (2) rounds to three (3) will improve delivery of the slashing program by early season control of grass length, achieving faster and safer slashing, and improve safety of road users through better road visibility.

Continued resourcing using a combination of internal crews and supplementing with external contractors is warranted, along with the promotion of focussed internal flexible decision making by subregion to improve planning, coordination and communication to the community.

Slashing cycle interruptions are to be minimised through timely planning for special events and the use of contractors on state-controlled roads when necessary. Impacts to cycle delays from weather or breakdowns may be managed using overtime to maintain cycle timelines.

An additional budget of \$180,000 would be required to transition to a new service level of three (3) slashing rounds to improve road safety and aesthetics. Whilst improvements would benefit the network and the community, an increase in operational funding for this activity would be required.

PART B: ROADSIDE SPRAYING

Service levels

The current service level consists of one round of spraying of the sealed road network each year with focus on grass height around guideposts, signs, and culvert head walls. The objective is to increase time between slashing around road furniture for safety of the road user and to improve productivity of the slashing program by minimising reversing. The latter is a risk avoidance approach to minimise conflict between operations and traffic.

Typically, this spraying activity is one that is undertaken as required and has a direct link to the slashing program as the activity assists in the length of road slashed per day. Furthermore, to be effective, spraying on higher order roads may be required more than once per annum during the growing season.

Current Productive Output

Productivity output trials of improved spraying technology have reduced spray drift and allowed operations to be undertaken with less impact on the activity by wind conditions.

Council staff have extensive knowledge of which areas to use herbicide spraying in, such as intensive landscaped properties, including the verge and areas with organic certification. Crews continue to hand line trim these sensitive areas.

Actual productive output has not developed to a mature stage at this time to provide an effective reporting on a specific production unit. The real test for assessing productive output would be the loss of productive capacity of slashing if spraying around guideposts was either reduced or deleted.

Operations Health Check Workshop

The spraying team which also undertakes slashing operations identified the positive contribution the spraying activity has made to the slashing program as discussed above. They identified spraying innovations introduced to avoid spray drift and were particularly proud of the fact that they use a common-sense approach to areas where people object to spraying.

Only one option was identified and discussed: Option 1: *Scheduled spraying by Council staff* was favoured due to the following:

- Rotational schedule for the tractor operators to do spraying during the growing season
- Only needs to be undertaken as required
- Coordination with slashing program providing greater efficiency.

Discussion at the workshop provided background to Council's ownership of risk in undertaking spraying activities. The use of herbicide can cause community concerns which highlights the need for management of control to be held by the service deliverer. Contracting without tight controls may be problematic and Council staff provided a clear message that they would be better placed to implement necessary controls.

Funding Options

The nominal budget allocation in 2022/23 financial year for herbicide spraying activities was \$45,000. While budget demand is not an exact indication of projected funding needed, it does reflect on a level of activity that may have been underestimated prior to budget assessment. Impacts of weather events during budget development is not practical so the use of average historical demand is a reasonable approach

Given the direct link to the productivity of slashing activities, the more spraying completed, the higher the slashing productivity that can be achieved. Increased slashing in community outskirts could improve presentation and/or reduce hand mowing if sprayed.

On this basis an additional sealed road spraying round would require an additional budget of \$50,000.

Conclusion

Given herbicide spraying involves risks, Option 1 *Scheduled spraying by Council staff* was the only option proposed by Council staff on the basis that they have the knowledge and experience to deliver the spraying activity with the best risk controls. Combining the spraying program with the slashing program provides opportunities for productivity improvements over both. Whilst improvements would benefit the network and the community, an increase in operational funding for this activity would be required.

ATTACHMENTS

Nil

7.8 MAINTENANCE MANAGEMENT REVIEW**File Number:** 15-03-2023**Author:** General Manager Infrastructure**Authoriser:** Chief Executive Officer**PRECIS**

Maintenance Management Review

SUMMARY

Council commenced implementation of its maintenance management system for sealed roads in late 2021 and then experienced five (5) weather events. This report provides a presentation of a recent review as well as comparison of intervention levels to Council's Road Maintenance Performance Contract with Transport and Main Roads.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

1. That Council note the presentation and continue to introduce its maintenance management system; and
2. Remain with current intervention levels and targeted response times with a further review of its network and performance in 12 months.

BACKGROUND

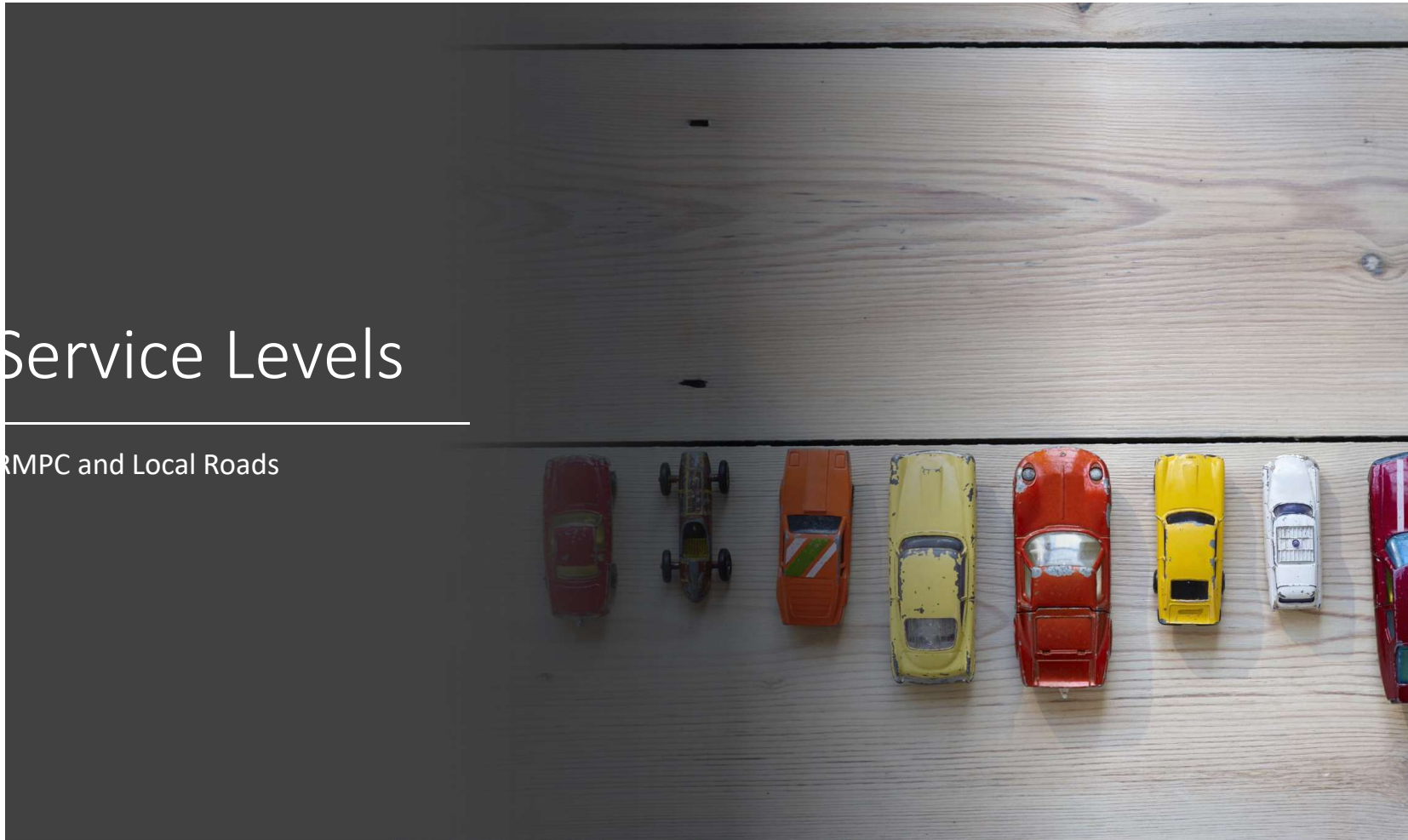
Council commenced implementation of its maintenance management system for sealed roads in late 2021 and then experienced five (5) weather events. The report provides an overview of Council's current network and comparison of intervention levels and targeted response times.

ATTACHMENTS

1. **Maintenance Management Presentation** [↓](#) 

Service Levels

RMP and Local Roads





Maintenance Processes

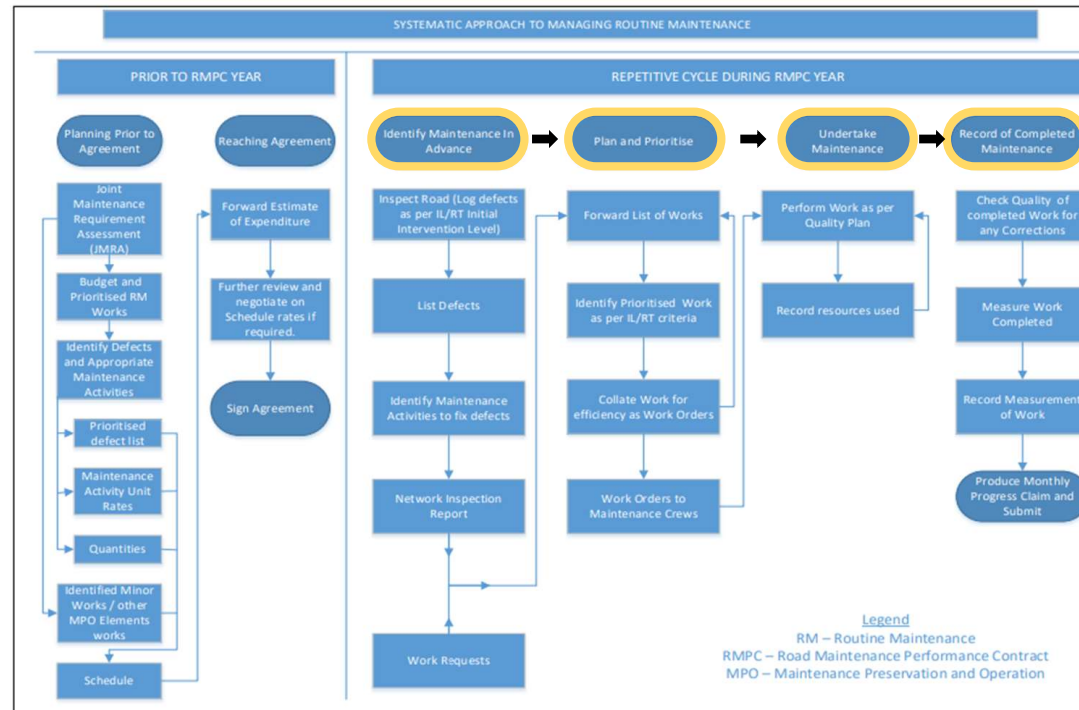


RMPC



RMPC Process

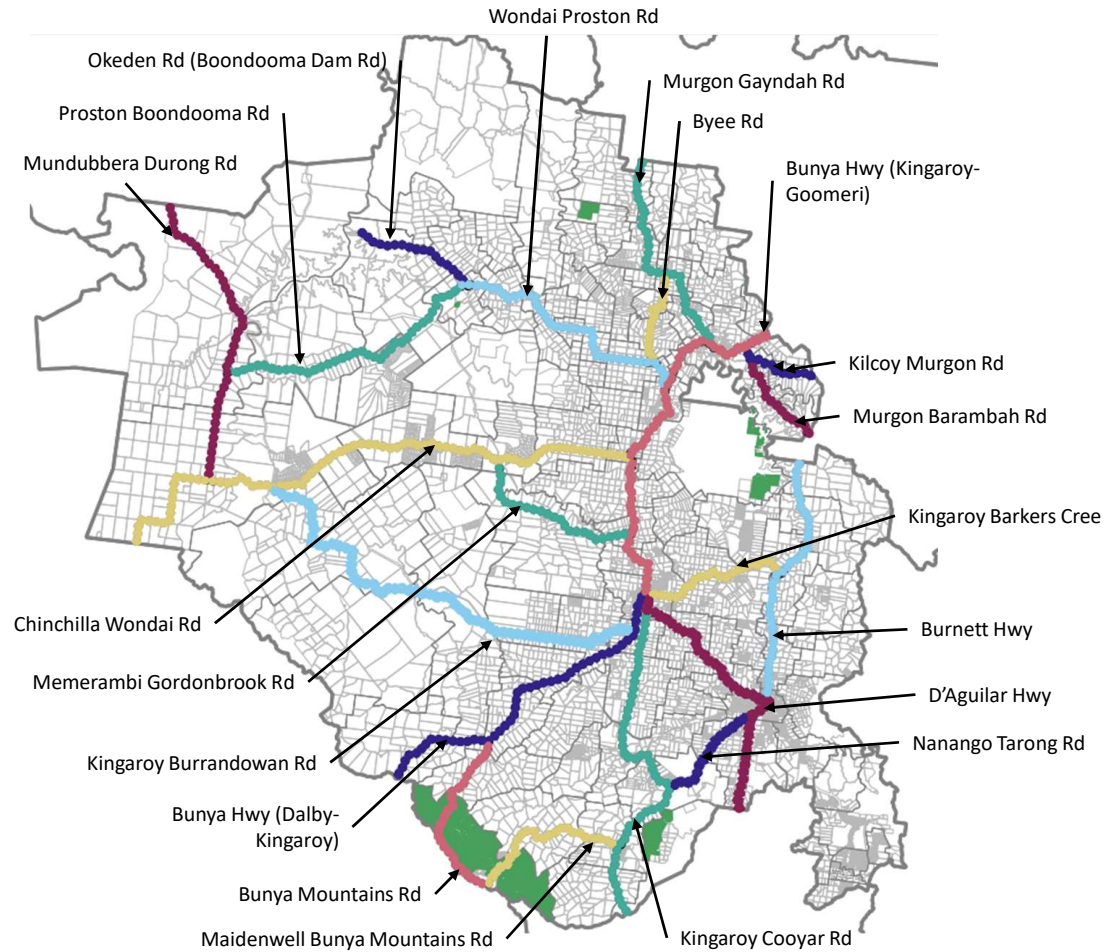
Figure 4.1.1-B – System approach to management of maintenance

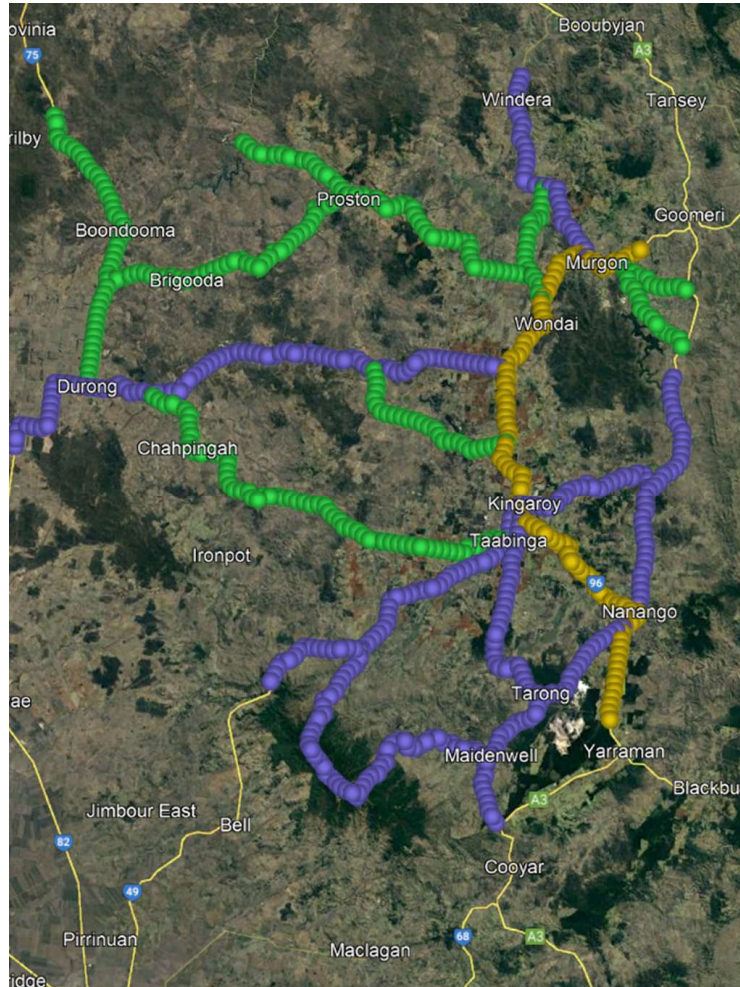


RMPC Network

Length of network \approx 700km

Includes about 40km of unsealed network on Kingaroy Burrandowan Rd, Maidenwell Bunya Mountains Rd and Memerambi Gordonbrook Rd





RMPC Inspections

93.72km inspected weekly

- D'Aguiar Highway
- Bunya Highway (Kingaroy-Goomeri)

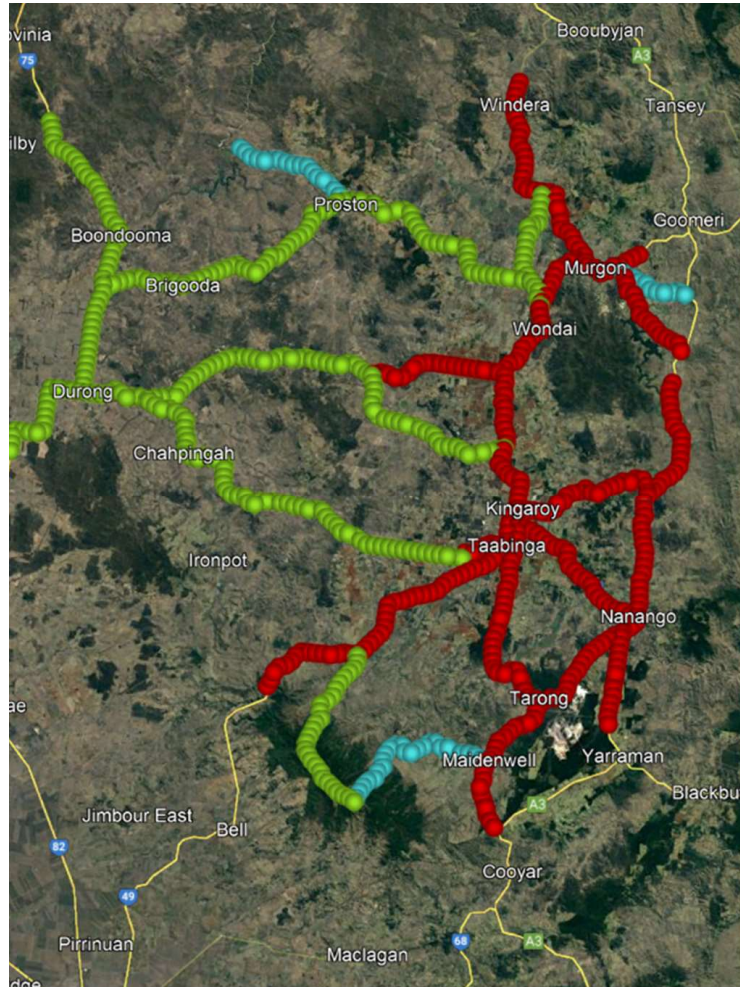
339.7km inspected fortnightly

- Burnett Highway
- Bunya Highway (Dalby-Kingaroy)
- Kingaroy Cooyar Road
- Chinchilla Wondai Road
- Nanango Tarong Road
- Murgon Gayndah Road
- Bunya Mountains Road
- Maidenwell Bunya Mountains Road
- Kingaroy Barkers Creek Road

264.63km inspected monthly

- Kingaroy Burrandowan Road
- Mundubbera Durong Road
- Wondai Proston Road
- Murgon Barambah Road
- Kilcoy Murgon Road
- Memerambi Gordonbrook Road
- Proston Boondooma Road
- Okeden Road
- Bye Road

About 1319km inspected every month
Requires about 60 hours/month to complete



Prioritising Maintenance – Road Categorisation

Category C (500-10 000 vpd)	Category D (100-500 vpd)	Category E (<100 vpd)
<ul style="list-style-type: none"> • D'Aguiar Highway • Bunya Highway (Kingaroy-Goomeri) • Burnett Highway • Bunya Highway (Dalby-Kingaroy) • Kingaroy Cooyar Road • Nanango Tarong Road • Murgon Gayndah Road • Kingaroy Barkers Creek Road • Murgon Barambah Road • Kingaroy Burrandowan Road (Ch 0-6.96) • Chinchilla Wondai Road (Ch 132.64-151.7) 	<ul style="list-style-type: none"> • Bunya Mountains Road • Byee Road • Memerambi Gordonbrook Road • Preston Boondooma Road • Mundubbera Durong Road • Wondai Preston Road • Kingaroy Burrandowan Road (Ch 6.96-64.39) • Chinchilla Wondai Road (Ch 71.62-132.64) 	<ul style="list-style-type: none"> • Kilcoy Murgon Road • Okeden Road • Maidenwell Bunya Mountains Road

Vpd: Average vehicles per day

Prioritising Maintenance

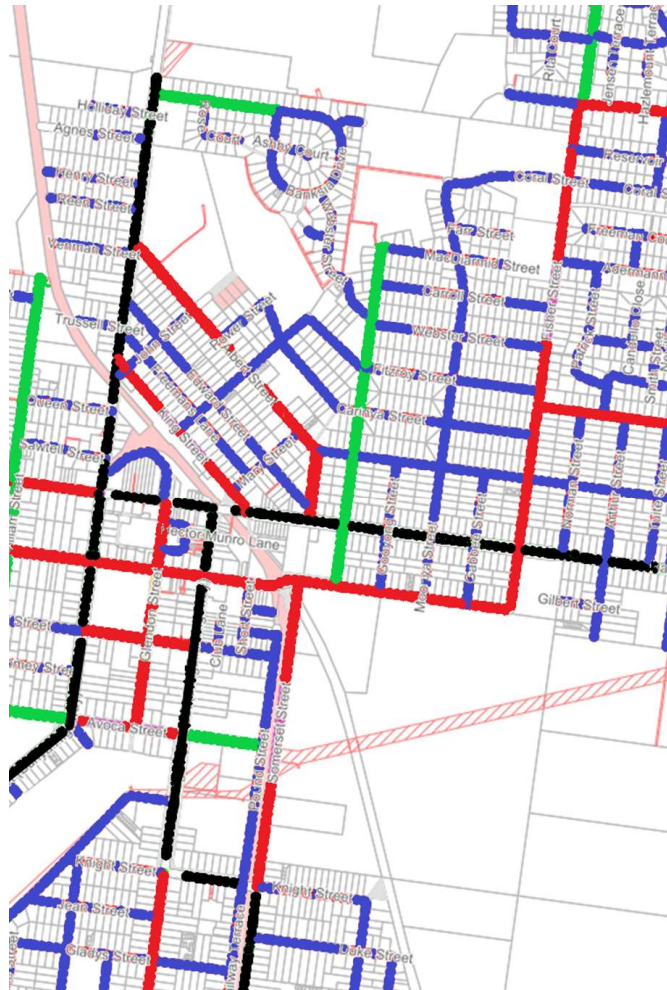
DTMR Corporate Priorities

- 1. Hazard** - Defects where the likelihood of harm occurring is greater than a safety defect as determined by the hazardous identification procedure outlined later in the presentation. (e.g., Tree over road)
- 2. Ordered Works** - Work undertaken in accordance with the Principal's (TMR) order and directions. (e.g., Non-routine rest area maintenance)
- 3. Safety** - Defects that are considered to be of a safety nature. (e.g., Potholes greater than 30mm depth)
 - Majority of defects are part of this category and are further prioritised by intervention levels and response times
- 4. Legislative** - Defects that are required to be repaired by legislation. (e.g., Remove noxious weeds)
- 5. Preventative** - Defects that if treated will reduce asset's rate of deterioration. (e.g., Crack sealing)
- 6. Appearance/Usability** - Defects that are considered a nuisance or unsightly (e.g., Grass in urban areas)

Prioritising Maintenance

Intervention Levels and Response Times

- **Initial Intervention Level** – Defect's minimum physical dimension or minimum severity that qualifies a defect being considered as a routine maintenance defect.
- **Upper Intervention Level** – Maximum desirable physical dimensions or severity of a defect that can be left on the Network without rectifying unless the defect is a hazard. In the case of constrained budget, defects must be prioritised as per the criteria and rectified.
- **Response Time** – It is required that Defects are to be logged once that defect's initial intervention level is reached and are to be fixed before breaching its upper intervention level. Such defects are to be fixed within their Response Time.



Typical Traffic Comparison - AADT

Urban

- Fisher Street, Kingaroy (2018) – 1887
- Scott Street, Wondai (2018) – 977
- Cairns Street, Nanango (2021) – 837
- First Avenue, Kingaroy (2016) – 829
- Gore Street, Murgon (2018) – 496
- Krebs Street, Murgon (2018) – 473
- Markwell Street, Kingaroy (2016) – 400
- Thorn Street, Murgon (2018) – 171
- Brisbane Street, Nanango (2019) -163
- Mackenzie Street, Wondai (2020) – 136
- Normanby Street, Nanango (2018) - 131
- Douglas Street, Blackbutt (2018) - 57
- Fitzroy Street, Kingaroy (2019) – 47

Rural

- Silverleaf Road, Barlil (2020) – 304
- Kumbia Road, Kumbia (2020) – 101
- Old Esk Road, Taromeo (2019) – 49
- Levers Road, Tablelands (2021) - 35
- Beare Road, Maidenwell (2019) – 34
- Mannuem Road, Mannuem (2020) – 17

TMR

- D'Aguiar Hwy, Kingaroy – 7633
- Burnett Hwy, Nanango - 1787
- Kingaroy Cooyar Road, Kingaroy – 1222
- Byee Road, Wheatlands - 380
- Mundubbera Durong Road, Durong – 251
- Okeden Road, Proston - 160

Approximate Vehicles/Day: ● Cat C 500-10000 ● Cat D 100-500 ● Cat E <100



Maintenance Processes

Local Roads



Local Road Network

As of 02 March 2023



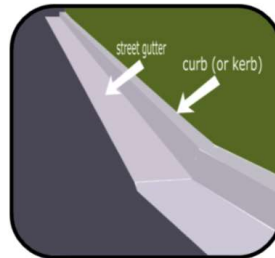
Sealed Road
1453 km



Unsealed Road
1559 km



Pathways
65 km



Kerb & Channel
280 km



Storm Water Drainage
66 km



Major Culverts & Bridges
53

OPERATIONAL SERVICE

- We use the approved maintenance budget as best we can to meet Council's statutory obligations, provide a level to support Council's maintenance strategy and respond to Council and community priorities as they arise.
- We target to deliver efficient maintenance services based on compliance with the Civil Liability Act 2003 and *on five principles:*



Duty of Care



Diligent Documentation



Risk Management Approach



System Compliance & Continual Review



Effective Reactive & Preventative Maintenance



Local Road Maintenance Process

MAINTENANCE LIFE CYCLE

Identify Maintenance in Advance

INSPECTION

- Customer Request Inspection
- Routine Network Inspection
- Corridor Safety Inspection

Plan and Prioritise

PRIORITISE

- Primarily focused on P1, P2 + CR related defects
- REFLECT populates priorities & response times against defect type and intervention level

Undertake Maintenance

PLAN

- Technical staff review & allocate defects to crew Supervisors to develop Zonal program of works
- P3-P5 defects are also included where minimal impact on resources, for efficiency (e.g all recorded potholes incl. in program regardless of priority)

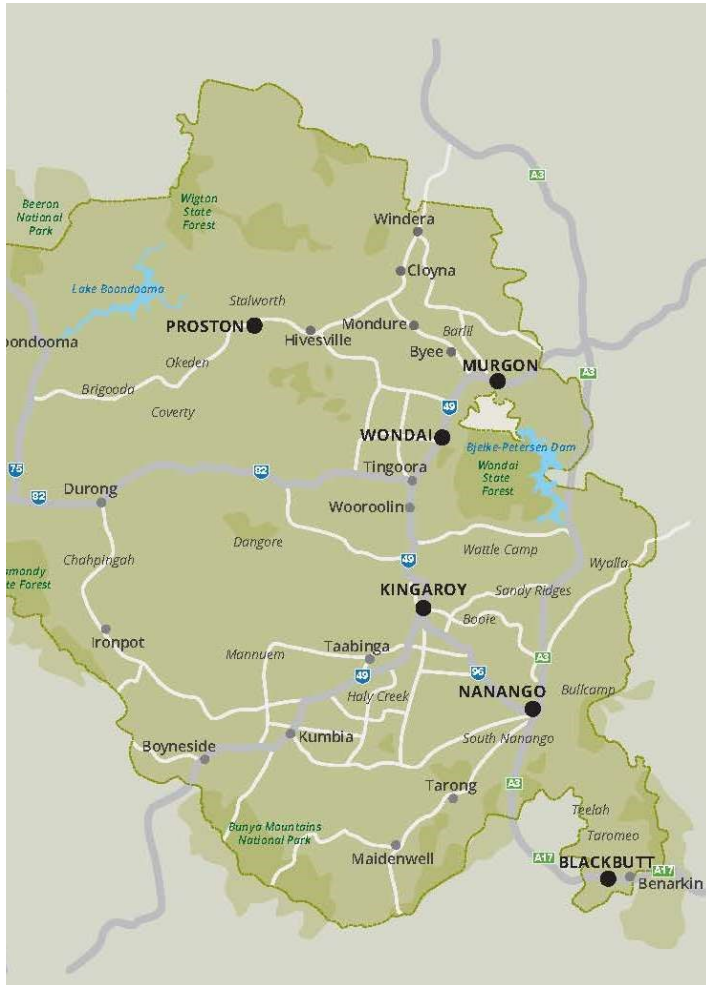
Record of Completed Maintenance

DELIVERY

- Internal Crews
 - Schedule works into zonal program
- Contracted Works
 - When crews are at capacity
 - Specialised works SBRC is not resourced for ie. Line marking

RECORD

- Works are recorded into maintenance management system



SBRC Sealed Inspections

119.29km inspected monthly	334.25km inspected quarterly	119.29km inspected 6 Monthly	1318.77km inspected annually
<u>Corridor Safety Inspection</u> •Rural Collector (4A) •Urban Collector (7)	<u>Corridor Safety Inspection</u> •Rural Feeder (4B) •Urban Feeder (8)	<u>Programmed Backlog Inspection</u> •Rural Collector (4A) •Urban Collector (7)	<u>Programmed Backlog Inspection</u> •Rural Feeder (4B) •Rural Access (5A) •Lower Order Access (5B) •Urban Feeder (8) •Urban Access (9) •Urban Parking Lanes (10)

About 4325km of Corridor Safety and Programmed Backlog inspections every year
 Requires about 120 working days/year to complete for two people
 Access Tracks (5C) are inspected on a request basis

Zonal Programming



Region has been split into 14 Maintenance Zones with similar road network size

Zonal Programming - FAQ

Please be aware that the Zonal Programming is still in its trial implementation phase and is subject to continual review.

How frequently are zones visited?

- It is expected that a general maintenance crew and a patching crew will visit each zone at least once a quarter.

How long are the teams in a zone?

- Length of time within a zone will be dependent upon the high priority defect backlog. Typically, it is intended that a crew does not remain in a single zone for more than 2-3 weeks allowing for some float.

What is float?

- Float is additional time built into crew's schedules to allow for wet weather and responding to hazards.

Are all defects fixed when you leave a zone?

- Not all defects will be fixed when a crew visits a zone. A defect remaining unfixed may be as a result of several reasons:
 - Budgeting and time constraints do not allow for all defects to be fixed the priority is on fixing the P1 and P2 defects.
 - Crew or equipment may be removed from a zone as a response to a hazard.
 - Not all maintenance crews are resourced for the same defect types.
 - Some defects require specialised equipment or materials.

Defect Prioritisation

- **Safety Defects (Priority 1 and 2)** – Defects located on the carriageway that are of a safety nature and/or are causing accelerated damage to the asset.
- **Reactive Maintenance Defects (Priority 3)** – Lower level defects located on the road corridor and are likely to develop further into a safety defect and/or are causing accelerated damage to the asset.
- **Preventative Maintenance Defects (Priority 4)** - Defects on the road corridor that is likely to cause degradation to the asset over a longer period of time or exacerbate to a priority 3 defect.
- **Miscellaneous and Aesthetic Defects (Priority 5)** - Defects that are on the road corridor that affect the overall appearance of the corridor or are considered minor maintenance defects that are unlikely to affect traffic or performance of the asset.

Safety Priority Defects		Asset Maintenance Defects		
Defects > 60 km/hr	Defects ≤ 60 km/hr	Reactive Maintenance	Preventative Maintenance	Miscellaneous & Aesthetic
1	2	3	4	5

Target Response Times

Priority Classification	Response Time for Intervention (Target)
Hazards	24 Hours
Priority 1	3 Months
Priority 2	6 Months
Priority 3	18 Months (subject to budget provision to execute)
Priority 4	24 Months (subject to budget provision to execute)
Priority 5	As Directed by Works Manager (subject to budget provision to execute)

Defect Types

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

Defect Types

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

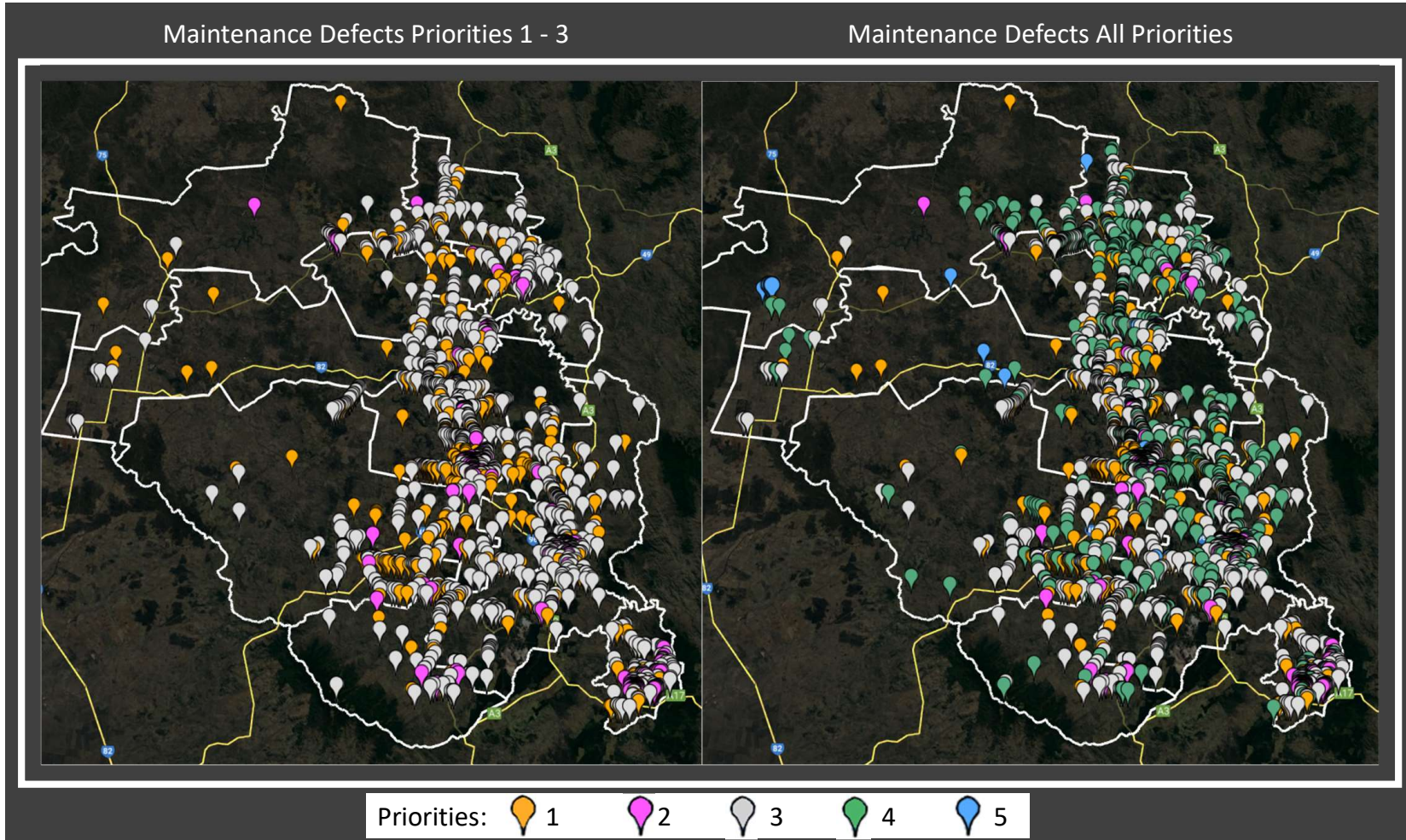
Defect Types

Defect ID	Intervention Level	Priority	Description
Kerb and Channel	Hazardous and likely to impact vehicle or pedestrian	1,2	Safety
	Damaged or Defective	3	Reactive Maintenance
	Cracked, minor defects	4	Preventative Maintenance
Table Drains	Debris or obstructed	3	Reactive Maintenance
	Water Ponding	4	Preventative Maintenance
Roadside Vegetation	Vegetation Hazards that impact on immediate road use	1,2	Safety
	Vegetation hazards that may impact the corridor over a longer period of Time	4	Preventative Maintenance

Defect ID	Intervention Level	Priority	Description
Slashing	Any vegetation obscure sight distance or minimum stopping distance	1	Safety
	3.6m of edge of roadway and exceeds 700mm	2	Routine slashing

Defect Types

Priority Classification	Response Time for Intervention (Target)
Hazards	24 Hours
Priority 1	3 Months
Priority 2	6 Months
Priority 3	18 Months (subject to budget provision to execute)
Priority 4	24 Months (subject to budget provision to execute)
Priority 5	As Directed by Works Manager (subject to budget provision to execute)



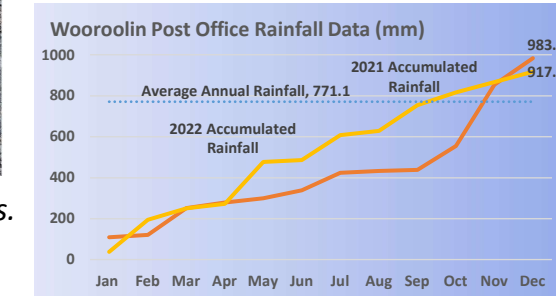
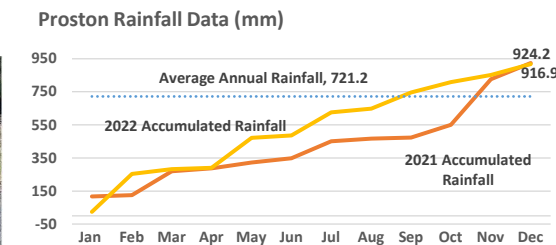
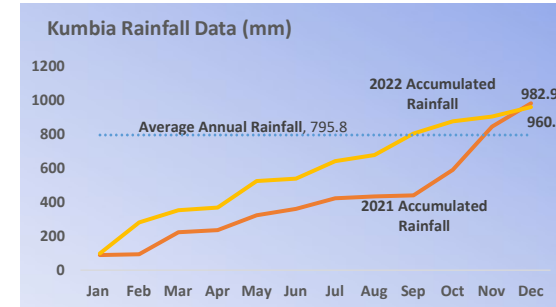
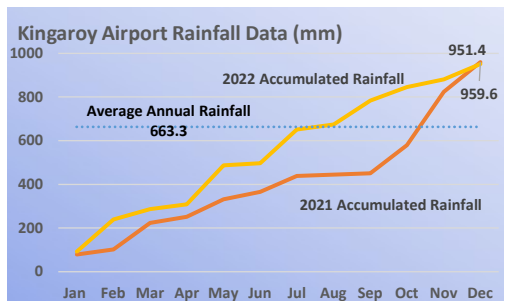
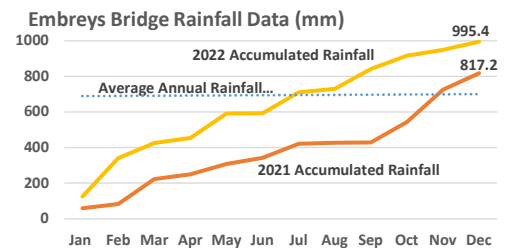
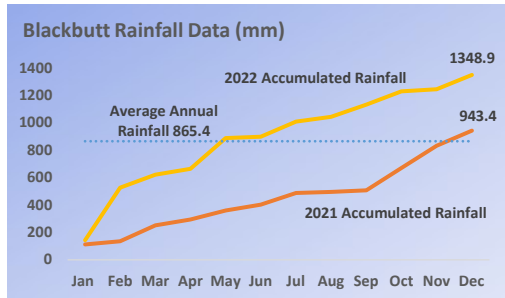
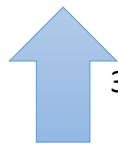


Weather Impact



SBRC regional rainfall snapshot

On average, in 2022 the region received 35% above the average recorded annual rainfall



5 consecutive weather disaster events. Road assets were, and continue to be heavily impacted



Defects

Intervention Levels and Response Times



Rutting



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
No Initial Intervention Level				C,D,E	Area of ponding >3 m2 ; or Depth of rut measured by 1.2m straight edge >20mm	Initial Intervention Level	N/A
>25mm (depth)	4	Preventative Maintenance	Subject to Budget	C	Area of ponding >15 m2 ; or Depth of rut measured by 1.2m straight edge >50mm	Upper Intervention Level	3 months
>75 mm (depth)	3	Reactive Maintenance	18 months (Subject to Budget)	D	Area of ponding >20 m2 ; or Depth of rut measured by 1.2m straight edge >75mm	Upper Intervention Level	4 months
>100 mm (depth)	1, 2	Safety	3 months, 6 months	E	Area of ponding >20 m2 ; or Depth of rut measured by 1.2m straight edge >100mm	Upper Intervention Level	6 months

Shoving



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
No Initial Intervention Level				C,D,E	Area of ponding >3 m ² ; or Depth of rut measured by 1.2m straight edge >20mm	Initial Intervention Level	N/A
>25mm (depth)	4	Preventative Maintenance	Subject to Budget	C	Area of ponding >15 m ² ; or Depth of rut measured by 1.2m straight edge >75mm	Upper Intervention Level	3 months
>50 mm (depth)	3	Reactive Maintenance	18 months (Subject to Budget)	D	Area of ponding >20 m ² ; or Depth of rut measured by 1.2m straight edge >100mm	Upper Intervention Level	4 months
>75 mm (depth)	1, 2	Safety	3 months, 6 months	E	Area of ponding >20 m ² ; or Depth of rut measured by 1.2m straight edge >100mm	Upper Intervention Level	6 months

Isolated surface Depression/Bump



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
No Initial Intervention Level				C,D,E	Area of ponding >3 m ² ; or Depth of rut measured by 1.2m straight edge >20mm	Initial Intervention Level	N/A
>50 mm (depth)	3	Reactive Maintenance	18 months (Subject to Budget)	C	Area of ponding >15 m ² ; or Depth of rut measured by 1.2m straight edge >50mm	Upper Intervention Level	3 months
>100 mm (depth)	1, 2	Safety	3 months, 6 months	D	Area of ponding >20 m ² ; or Depth of rut measured by 1.2m straight edge >75mm	Upper Intervention Level	4 months
				E	Area of ponding >20 m ² ; or Depth of rut measured by 1.2m straight edge >100mm	Upper Intervention Level	6 months

Potholes



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
No Initial Intervention Level				C, D, E	>100 mm dia or depth > 30 mm	Initial Intervention Level	N/A
>=100 mm dia and/or <50mm (depth)	3	Reactive Maintenance	18 months (Subject to Budget)	C	> 500mm dia or depth > 50mm	Upper Intervention Level	2 Weeks
>200mm dia and/or >50mm (depth)	1, 2	Safety	3 months, 6 months	D	> 500mm dia or depth > 60mm	Upper Intervention Level	3 Weeks
				E	> 600mm dia or depth > 80mm	Upper Intervention Level	4 Weeks

Edge Break



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
Unsealed and Sealed Shoulder				Unsealed Shoulder			
No Initial Intervention Level				C,D,E	From the average existing seal width, edge break >75mm	Initial Intervention Level	N/A
>=100mm Wide	3	Reactive Maintenance	18 months (Subject to Budget)	C	From the average existing seal width, edge break >125mm	Upper Intervention Level	4 Weeks
>200mm Wide	1, 2	Safety	3 months, 6 months	D	From the average existing seal width, edge break >150mm	Upper Intervention Level	4 Weeks
				E	From the average existing seal width, edge break >150mm	Upper Intervention Level	4 Weeks
				Sealed Shoulder (at least 500mm width)			
				C,D,E	From the average existing seal width, measured from each side of the seal from shoulder end Edge break >100 mm or encroaching into the edge line of road	Initial Intervention Level	N/A
				C	From the average existing seal width, measured from each side of the seal from shoulder end Edge break >125 mm	Upper Intervention Level	4 Weeks
				D	From the average existing seal width, measured from each side of the seal from shoulder end Edge break >150 mm	Upper Intervention Level	4 Weeks
				E	From the average existing seal width, measured from each side of the seal from shoulder end Edge break >150 mm	Upper Intervention Level	6 Weeks

Surface Cracking



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
Crocodile cracking				Crocodile cracking			
< 1 m ²	4	Preventative Maintenance	Subject to Budget	C,D,E	Moisture is entering / leaving the pavement	Preventative Maintenance	12 months
> =1 m ²	3	Reactive Maintenance	18 months (Subject to Budget)	C,D,E	Plate size < 100mm	Initial Intervention Level	N/A
Other bituminous Surface Cracking				Other bituminous Surface Cracking			
All other cracking >5mm width	4	Preventative Maintenance	Subject to Budget	C,D,E	Crack width > 3mm or fine pumping	Preventative Maintenance	12 months

Edge Drop Off



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
All Shoulders				Sealed Shoulder (at least 500mm width)			
> 40 mm drop off	3	Reactive Maintenance	18 months (Subject to Budget)	C,D,E	Depth of edge drop off measured from the surface at edge of seal using 1.2m straight edge > 40 mm	Initial Intervention Level	N/A
> 75 mm drop off	1,2	Safety	3 months, 6 months	C,D,E	Depth of edge drop off measured from the surface at edge of seal using 1.2m straight edge > 75 mm	Upper Intervention Level	2 months
				Unsealed Shoulder			
				C,D,E	Depth of edge drop off measured using 1.2m straight edge > 40 mm	Initial Intervention Level	N/A
				C,D,E	Depth of edge drop off measured using 1.2m straight edge > 75 mm	Upper Intervention Level	2 months

Seal Bleeding or Stripping



SBRC				DTMR			
Intervention Level	Priority	Description	Response Time	Road Category	Intervention Level	Description	Response Time
Seal Bleeding				Flushing, Bleeding Seal			
Area > 5 m ² or greater than 10m in wheel path	4	Preventative Maintenance	Subject to Budget	C,D	Bleeding leads to bitumen pick up on vehicles likely to result in complaints	Upper Intervention Level	1 day
				E	Bleeding leads to bitumen pick up on vehicles likely to result in complaints	Upper Intervention Level	2 days
Seal Stripping				Ravelling or Stripping Seal			
Area > 5 m ² or greater than 10m in wheel path	4	Preventative Maintenance	Subject to Budget	C,D,E	Stripping Area > 10 m2 or gravel pavement visibility > 1 m2	Monitoring Level	Log and inform Principal

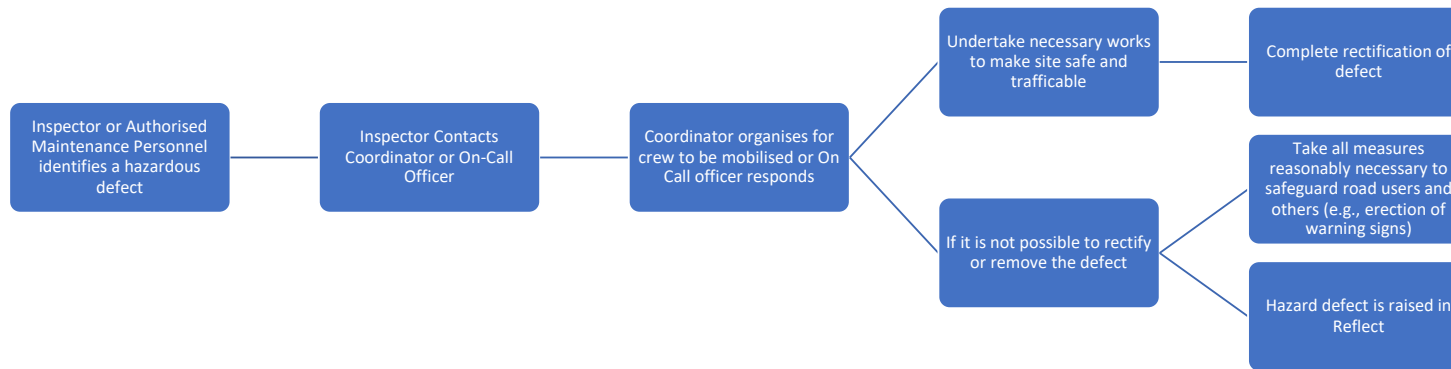


Hazard Management



Hazardous Defect Management

RMPC Guidelines 4.1.9.2



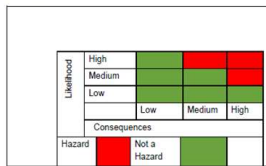
In determining if a defect is or is likely to become a danger or a hazard to the users, the following must be considered, as a minimum following by a likelihood and consequences risk assessment procedure:

1. Severity and nature of the defect
2. Extent of defect (combined effect of multiple occurrences of the defect within localised area)

RMPC Hazard Identification Guide

The risk assessment procedure is provided as a guide. This is intended to provide assistance in determining whether the defect constitutes an immediate danger or hazard.

Figure 4.1.9.1 – Hazard matrix



Likelihood

Likelihood of exposure to a defect is dependent on the number of factors which are given in the below
 Table 4.1.9.1(a): Defect Likelihood is the probability that a defect will cause a crash/accident due to a combination of individual factors

Table 4.1.9.1(a) – Factors contribute to likelihood

Maximum Intervention Level	Score	Your Score	Likelihood Rating
> maximum intervention level	3		> 20 = High
< maximum intervention level	1		
Traffic Flow Rate	Score	Your Score	
> 1000 yph	3		> 20 = High
> 100 yph	2		
< 100 yph	1		
Traffic Composition	Score	Your Score	
> 20% cyclists and motor cyclists	3		12 to 20 = Medium
> 10% cyclists and motor cyclists	2		
< 10% cyclists and motor cyclists	1		
Speed Environment	Score	Your Score	
> 100 km/h	3		< 12 = Low
> 80 km/h < 100 km/h	2		
< 80km/h	1		

Location (lateral position)	Score	Your Score	Likelihood Rating
Within wheel path	5		> 20 = High
Adjacent to wheel path	3		
On the shoulder	1		
Other	0		12 to 20 = Medium
Visibility because of the terrain, prevailing weather conditions or local factors such as roadwork	Score	Your Score	
Hidden	5		
Less than safe stopping distance	3		< 12 = Low
Greater than safe stopping distance	1		
Weather Conditions	Score	Your Score	
Flooding	5		> 20 = High
Ongoing wet conditions	3		
Showers	1		
Fine	0		12 to 20 = Medium
Dust Conditions	Score	Your Score	
High	5		< 12 = Low
Medium	3		
Low	1		
Fine	0		> 20 = High
Road Configuration	Score	Your Score	
2 lane	3		> 20 = High
> 2 lane - lane undivided	2		
> 2 lane - lane divided	1		
Trafficable width per carriageway	Score	Your Score	
< 6 m	3		> 20 = High
6 m < 8 m	2		
> 8 m	1		
		Your Score	Your Rating
			Low

Consequence

Considering the above criteria, what is the consequence of not mitigating the defect?

Table 4.1.9.1(b) – Factors contribute to consequences

On People	Score	Your Score	Consequence Rating
Death or serious injury	20		> 20 = High
Total disruption	8		
Property damage or major inconvenience	5		
Minor inconvenience, delay or restricted access	3		
Local Economy	Score	Your Score	
Major Impact	3		12 to 20 = Medium
Moderate impact	2		
Minor Impact	1		
Local Environment	Score	Your Score	
Major Impact	3		< 12 = Low
Moderate Impact	2		
Minor Impact	1		
Road Agency	Score	Your Score	
Judicial Enquiry (for example, Coroner's Inquest)	20		> 20 = High
Potential Litigation	10		
Ministerial or Mayoral Complaint	5		
Complaint	3		
		Your Score	Your Rating
			Low

Is the defect currently a hazard or is it likely to become a hazard before the next inspection?

4.1.9.2 Hazardous Defects Management

Hazard Action

Below are the recommended hazard actions to be taken by the inspector or the authorised maintenance personnel when a hazardous defect has been identified on the road network. However these actions may vary from district to district based on the local circumstances or local emergency management procedures.

Time allowed to assess need for emergency action

Inspector or authorised maintenance personnel must assess the need for emergency action within the following times:

1. During normal working times – 5 minutes plus normal travel time to site.
2. Outside normal working times – 10 minutes plus normal travel time to site.

SBRC Hazard Identification Guide



Hazardous Defect Identification and Management Process

This form is provided as a guide to Council officers for the hazardous defect identification and management. Principal Engineer (Works) will be responsible for the Hazard Defect Identification and Management Process.

Hazardous Defects Identification:

Officer reporting the Hazardous defect:	Date identified:
Road Name/Chainage:	Original Reflect Defect Number:

When a defect is identified (following inspection or complaint), determine whether the defect constitutes an immediate danger or hazard to the road users/public or is likely to become a danger or hazard before the expiry of the response time during which it would be rectified in the normal course of events.

When making determination as to if the defect is or likely to cause a hazardous situation to road users/public, consideration must be given to:

- Nature and severity of defect
- Extent of the defect (within localised area)

Use the risk assessment procedure outlined below to determine the hazardous defects. The risk assessment procedure is provided as a guide only. This is intended to provide assistance in determining whether the defect constitutes an immediate danger or hazard.

Hazard Matrix:

Likelihood	Consequence Severity			
	Minor	Moderate	Major	Severe
High	Not a Hazard	Not a Hazard	Hazard	Hazard
Medium	Not a Hazard	Not a Hazard	Not a Hazard	Hazard
Low	Not a Hazard	Not a Hazard	Not a Hazard	Not a Hazard

Likelihood: Likelihood of a defect damaging or affecting road users/public depends on the number of factors which are given in the below table

Factors Contribute to likelihood:

Defect Priority	Score	Your Score	Likelihood Rating									
P1 & P2 Defects	3		<table border="1"> <tr> <td>20</td> <td>15</td> <td>10</td> </tr> <tr> <td>5</td> <td>4</td> <td>3</td> </tr> <tr> <td>2</td> <td>1</td> <td>0</td> </tr> </table>	20	15	10	5	4	3	2	1	0
20	15	10										
5	4	3										
2	1	0										
Other Defects	1											
Speed Environment	Score	Your Score										
3100 Km/hr	3											
380 Km/hr <100 Km/hr	2											
< 80 Km/hr	1											
Road Hierarchy	Score	Your Score										
Collector/Feeder Roads (7, 8, 4A, 4B)	2											
Access Roads (9, 5A, 5B)	1											
Location	Score	Your Score										
Within wheel path	5											
Adjacent to wheel path	3											
On the shoulder	1											
Other	0											
Visibility	Score	Your Score										
Hidden	5											
<SSD (see table right)	3											
≥SSD (see table right)	1											
Weather Conditions	Score	Your Score										
Flooding	5											
Ongoing Wet Conditions	3											
Showers	1											
Fine	0											
Dust Conditions	Score	Your Score										
High	5											
Medium	3											
Low	1											
Fine	0											
Sealed road width	Score	Your Score										
<5.5m	2											
≥5.5m	1											

SAFE STOP DISTANCE (SSD)	SAFE STOP DISTANCE (SSD)
WET ROAD	DRY ROAD
20	15
5	4
2	1

>10 High
9 to 15 Medium
<8 Low

TOTAL SCORE

Consequence:

Considering the above criteria, what is the consequence of not mitigating the defect?

Consequence Factors Rating Matrix:

On People	Consequence Rating (circle appropriate)
Death or Serious Injury / Judicial Enquiry (Coroner's Inquest)	Severe
Medical Treatment / Potential Litigation	Major
Property Damage or Major Inconvenience	Moderate
Other	Minor

Hazard Defect Management:

Once identified Hazard defect, a course of action proposed by inspector and forwarded to Principal Engineer (Works) for review and approval. Please note immediate actions can be taken and referenced later to the Principal Engineer (Works).

Three possible courses of actions:

- Immediate Action:** Action taken which takes place at the time of the inspection and may not necessarily be a repair. Example: Marking the defect.

Coordinator of Works must be called once Hazard Defect Identified to advise as a part of Hazard Defect Notification.


- Temporary Action:** Action taken to temporarily make defect safe or warn users of a potential hazard. Example: Temporary Warning Signs. A temporary action must always have a permanent action to accompany it. 24 hours response time once notified will apply for temporary action.

- Permanent Action:** Action is to permanent repair to rectify the defect. Temporary action has also been recorded against a defect. Completion timescale for permanent action shall be as per the TAMMP service levels.

Hazard Defect Management:

Course of Action	Action Taken	Approved
1. Immediate Action		
2. Temporary Action		
3. Permanent Action		

- Forward completed form to Principal Engineer Works



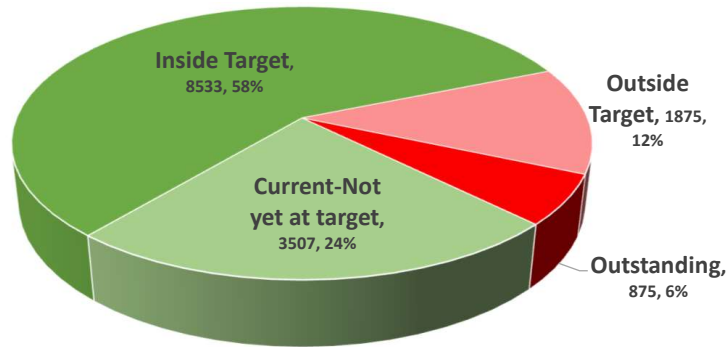
Defect Performance and Backlog

Local Roads

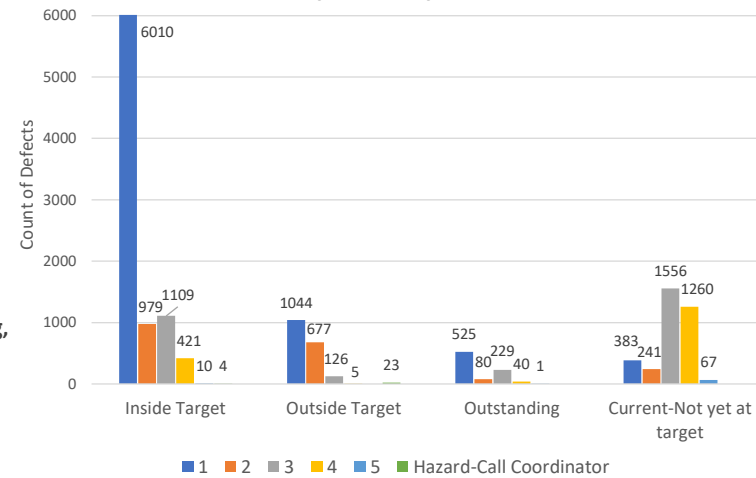
Defect Performance

(As of 20 January 2023 – includes Emergent Works)

**Defect Performance Analysis
(since 2021 implementation)**



Defect Performance by Priority



Outside and Outstanding Defects

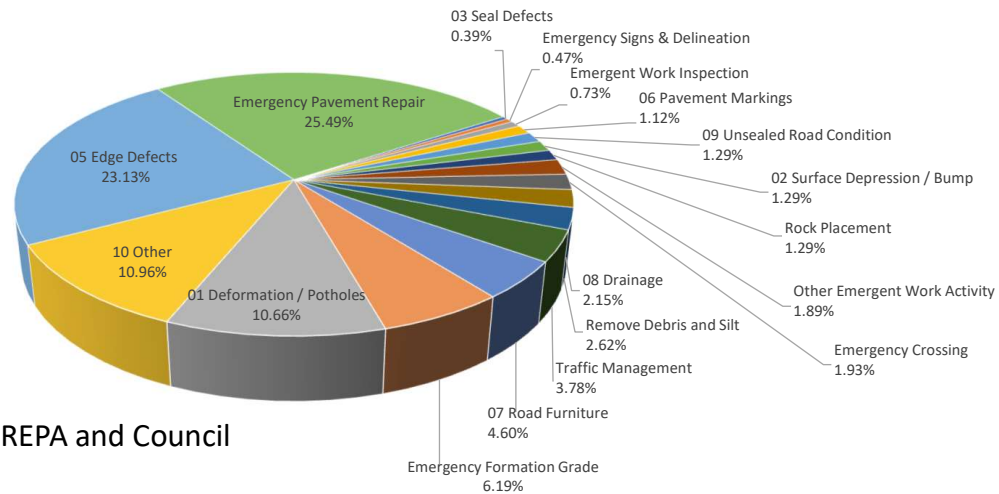
The main types of defects that are typically completed outside of their target dates are:

- Emergency Pavement Repairs
- Edge Defects
- Potholes
- Emergency Formation Grade (Unsealed)

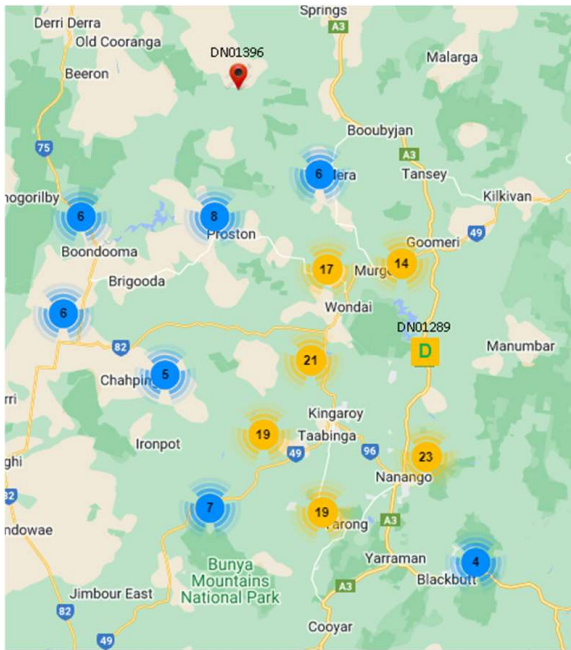
Key contributors to this include:

- Crossover with Emergent Works, REPA and Council maintenance
- Machinery and Resource Availability

Priority 1 and 2 Outstanding and Completed Outside Defects



Temporary Warning Signs on Network



About 50% of the temporary warning signage on the network is on the unsealed roads warning users of the rough surface. Works on these roads will be undertaken under REPA or through the patrol grading programme.

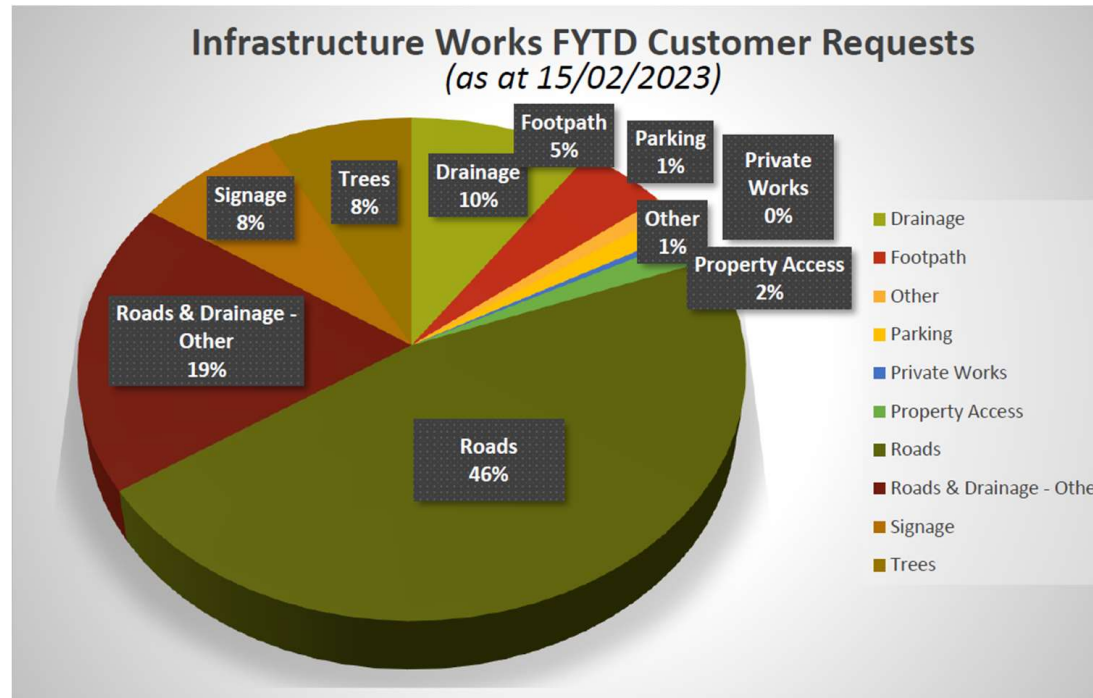
In the last 6 months 11 hazards were recorded for further works on the network of these hazards:

- Repair works completed on 5
- Fast-tracked REPA permanent works done on 2
- Temporary works pending further works on 4

This excludes hazard that are able to be responded to within the first call out such that further rectification works are not required.

Signage has also been put in place where high priority defects due to REPA investigations have been remaining on the network longer pending receipt of approvals and programming of works.

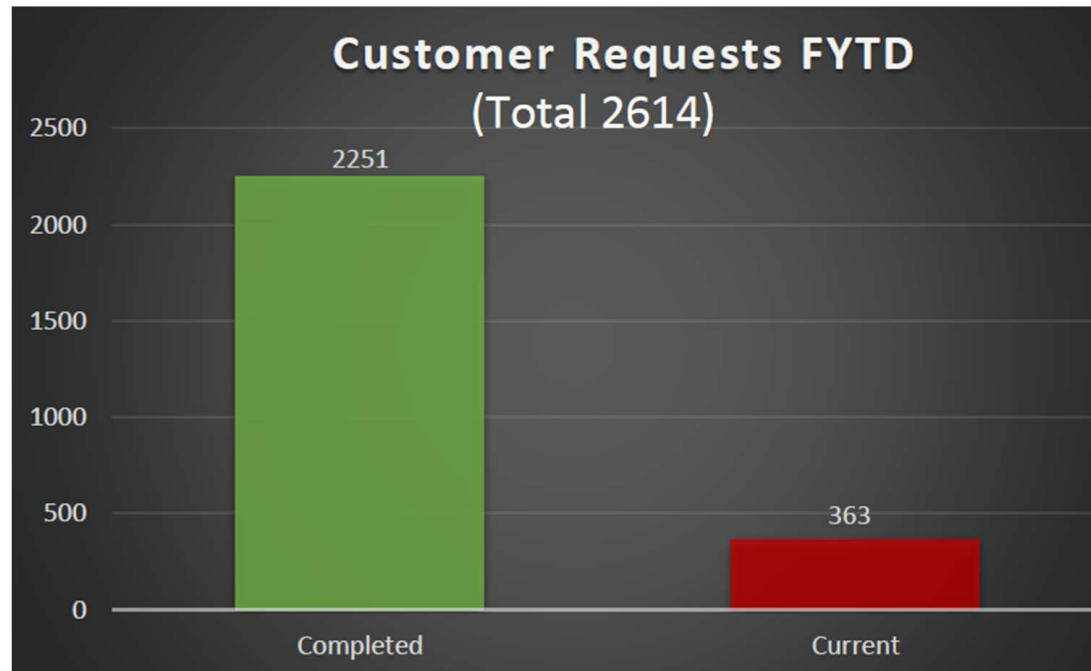
Infrastructure Works Customer Request - Breakdown






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.

Infrastructure Works Customer Request – Financial Year to Date



These figures are inclusive of Infrastructure Works only, excludes Water & Waste requests.

NEW	Request lodged via customer service
Acknowledgement	<p>ACKNOWLEDGEMENT (received at Infra)</p> <p>If preferred Method:</p> <p>E-mail - Automatic Department acknowledgement via e-mail upon lodgement phone / text / letter - Infra Admin phone text or send letter to customer</p>
	INVESTIGATION - response provided as follows:
	HAZARD - someone will attend to make trafficable and safe whilst awaiting permanent repairs
REPA	REPA - Defects have been included as part of our flood damage program, REPA (Restoration of essential public assets) funded by Queensland Reconstruction Authority. Once submissions are reviewed and approved by QRA, works programs will be developed. Timeframes are unable to be provided at this time as this is currently under assessment.
PRIORITY	1-2 - Defects identified will be completed as part of zonal maintenance program – Council will target to repair this defect within timeframe (3 or 6 months), weather and machinery permitting.
PRIORITY	3 - Defects identified do not currently meet intervention to be included in our high priority maintenance program. The defect has been recorded into our current backlog. The defect will be reviewed as part of zonal maintenance program when next in the area subject to future budget and resource availability. The defect will continue to be monitored and should the defect intervention change, this will be bought forward into our high priority zonal maintenance program.
PRIORITY	4 & 5 - Defects are currently considered low priority at this stage. The defect has been added to the defect backlog in the maintenance management system for future budget and resource availability in our zonal maintenance program.
UPGRADE	Capital - Council receives many requests for upgrading of assets such as from an unsealed road standard to a bitumen sealed road standard. Proposals for upgrading work, including dust suppression of unsealed roads are entered onto a capital upgrade list for consideration and prioritisation for possible future year budgets..
	No work required - We wish to advise an inspection has been undertaken on (insert road) (insert locality). We can confirm that this issue does not currently meet Council's intervention. Council currently works with a maintenance management system that has a focus on safety defects. At this time, no works are required at this location.

Recommendations

- Council continue to introduce its maintenance management system
- Remain with current intervention levels and targeted response times with a further review of its network and performance in 12 months

8 CONFIDENTIAL SECTION

9 CLOSURE OF MEETING