



AGENDA

Ordinary Council Meeting Wednesday, 25 October 2023

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

Date: Wednesday, 25 October 2023

Time: 9:00am

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

**Mark Pitt PSM
Chief Executive Officer**

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

Order Of Business

1	Opening	5
2	Leave of Absence / Apologies	5
3	Prayers	5
4	Recognition of Traditional Owners	5
5	Declaration of Interest	5
6	Deputations/Petitions	5
	Nil	
7	Confirmation of Minutes of Previous Meeting	6
7.1	Minutes of the Council Meeting held on 27 September 2023.....	6
7.2	Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 14 September 2023.....	29
7.3	Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 5 October 2023	39
8	Notices of Motion	45
8.1	Notice of Motion - South Burnett Drought Support Committee.....	45
8.2	Notice of Motion - Extension to QRA Funding	46
8.3	Notice of Motion - Roadside Grazing Permits.....	47
9	Business Outstanding	48
9.1	Business Outstanding Table for Ordinary Council Meeting.....	48
10	Portfolio - Corporate Governance & Strategy, People & Culture, Communication & Media, Finance & Sustainability, ICT & Business Systems, Community Representation and Advocacy, 2032 Olympics & Paralympics	87
10.1	Adoption of the South Burnett Regional Council Pre Lodgement Development Application Meetings Policy - Strategic031	87
10.2	Adoption of Council's Annual Report 2022/2023	91
10.3	Kingaroy Depot Fuel Bowser Replacements	93
10.4	Monthly Financial Information.....	118
10.5	1st Quarter Review including Continued Capital Projects.....	166
11	Portfolio - Infrastructure Planning, Works (Construction & Maintenance), Water & Wastewater, Plant & Fleet	179
11.1	Requesting Council Name Two new Roads as Part of Subdivision at 241 Izzards Road South Nanango	179
12	Portfolio - Community Development, Arts & Heritage and Library Services	183
12.1	Regional University Study Hubs - 2023 Application Round	183
13	Portfolio - Natural Resource Management, Rural Services, Agricultural Innovation, Compliance and Environmental Health	184
	Nil	
14	Portfolio - Disaster Management, Waste and Recycling Management	184
	Nil	

15	Portfolio - Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management, First Nations Affairs	185
15.1	Jubilee Park Legacy Issues.....	185
15.2	South Burnett Aquatic Centre - Increase to Electricity Costs.....	186
15.3	Application for Funding under the 2023/2024 Queensland Government Minor Infrastructure and inclusive facilities fund - butter factory park, nanango and murgon skate park, murgon.....	187
15.4	Kingaroy WJ Lang Memorial Swimming Pool - Increase to Electricity Costs	188
15.5	Renewal of Lease - South Burnett Western Performance Club Inc.....	189
16	Portfolio - Tourism & Visitor Information Centres, Sport & Recreation and Commercial Enterprises	190
	Nil	
17	Portfolio - Regional Development, Development Services, Community & Social Housing	191
17.1	Change Application (minor change) under section 81 and 86 of the Planning Act 2016 - reconfiguring a lot (boundary realignment) at Bunya Highway & Borcherts Hill Road, Murgon (and described as Lot 40 on RP160652 & Lot 2 on RP160737) - Applicant L & S Maroske c/- ONF Surveyors.....	191
17.2	Other Change to an Existing Development Approval (MCU22/0022 - dated 19 April 2023) Material Change of Use for Short-Term Accommodation at 17 Fork Hill Drive, Moffatdale (and described as Lot 22 on SP221464). Applicant: Lusso Retreats Pty Ltd C/- ONF Surveyors.....	209
17.3	South Burnett Regional Housing Action Plan Draft Report	246
17.4	Infrastructure Charges & Planning Incentives.....	274
17.5	Application for funding under the Safe Places Emergency Accommodation Inclusion Round	277
18	Questions on Notice	376
	Nil	
19	Information Section	376
	Nil	
20	Confidential Section	377
20.1	Renewal of Lease - SBCare Incorporated	377
20.2	Future use of Adermann Park - Lot 488 on Crown Plan FY2753	377
20.3	Assessment 30204-00000-000 - Payment Plan.....	377
20.4	Request to remove assessment 22367-00000-000 from Sale of Land list	377
20.5	Consideration for Remission on Rates - Assessment 20111-00000-000 & 23970-00000-000.....	377
20.6	Consideration for remission on rates - Assessment 14513-00000-000.....	377
20.7	Request for waiver of rates - Kumbia Tennis Association.....	377
21	Closure of Meeting	378

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

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 27 SEPTEMBER 2023

File Number: 25/10/2023

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Council Meeting held on 27 September 2023 be received.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 27 September 2023**



MINUTES

**Ordinary Council Meeting
Wednesday, 27 September 2023**

Order Of Business

1	Opening	4
2	Leave of Absence / Apologies	4
3	Prayers	4
4	Acknowledgement of Traditional Owners	4
5	Declaration of Interest	4
6	Deputations/Petitions	5
6.1	Petition Requesting for a Flying Fox for the Benarkin Park.....	5
7	Confirmation of Minutes of Previous Meeting	6
7.1	Minutes of the Council Meeting held on 23 August 2023.....	6
8	Notices of Motion	6
	Nil	
9	Business Outstanding	6
9.1	Business Outstanding Table for Ordinary Council Meeting.....	6
10	Portfolio - Corporate Governance & Strategy, People & Culture, Communication & Media, Finance & Sustainability, ICT & Business Systems, Community Representation and Advocacy, 2032 Olympics & Paralympics	7
10.1	Flynn Electorate Infrastructure Priorities.....	7
10.2	Christmas Closedown	8
10.3	Amendment to Fees and Charges - Copy of Rate/Water Notice.....	8
10.4	Monthly Financial Information.....	9
11	Portfolio - Infrastructure Planning, Works (Construction & Maintenance), Water & Wastewater, Plant & Fleet	9
11.1	Petition Requesting Improvements to Brisbane Street East Nanango Drainage and footpath between Drayton Street and Hospital Terrace	9
11.2	Bus Shelter Structures in Crawford and Kumbia.....	9
11.3	2027/2028 Regional Roads & Transport Group (RRTG) Funding Nominations	10
12	Portfolio - Community Development, Arts & Heritage and Library Services	10
12.1	Australia Day - Nomination Forms and location.....	10
13	Portfolio - Natural Resource Management, Rural Services, Agricultural Innovation, Compliance and Environmental Health	11
13.1	Fees & Charges - Transshipping Fee.....	11
13.2	Transshipping Fee - Reduction	11
14	Portfolio - Disaster Management, Waste and Recycling Management	12
14.1	Appointment of Deputy Chairperson LDMG	12
15	Portfolio - Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management, First Nations Affairs	12
15.1	Proposed Tender for sale of 142 Macalister Street Murgon.....	12
15.2	Sale of 4 Haly Street Kingaroy to Ergon Energy (Energy Queensland Limited)	13
15.3	Property Management Services for Nanango Housing and Unit Complexes - SBRC-23/24-01.....	13

15.4	Sale by Tender of Lot 104 Kingaroy Burrandowan Road Inverlaw.....	14
15.5	Update on Christmas Tree Costings.....	14
15.6	Management of Reserve for Memorial Park - Trustee Lease and extension to Wondai Memorial Pool Facility	15
16	Portfolio - Tourism & Visitor Information Centres, Sport & Recreation and Commercial Enterprises.....	16
16.1	Western Performance Club - Financial Support.....	16
17	Portfolio - Regional Development, Development Services, Community & Social Housing	17
17.1	Art, Culture and Heritage Advisory Committee	17
17.2	Ringsfield House Advisory Committee	18
17.3	Youth Engagement Hub - Kingaroy	18
18	Questions on Notice	19
18.1	Question on Notice - Tender for Property	19
18.2	Kingaroy Smoking Restriction Signage	19
19	Information Section	19
	Nil	
20	Confidential Section	20
20.1	SBRCQ 2223_135 Purchase of PPE Field Uniforms.....	21
20.2	Consideration for Remission on Rates - Assessment 10166-80000-000	22
21	Closure of Meeting.....	22

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 27 SEPTEMBER 2023 AT 9:00AM**

PRESENT:**Councillors:**

Cr Gavin Jones (Acting Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Anthony Bills (Acting General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Darryl Brooks (General Manager Liveability), Tiarna Hurt (Executive Assistant), Kerri Anderson (Manager Finance & Sustainability), Paul Turner (Land Investigation Officer).

1 OPENING

Acting Mayor Jones opened the meeting and welcomed attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Murgon Church of Christ, Glen Vonhoff offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

I, Cr Scott Henschen inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of Local Government Act 2009) in **Item 13.1 Fees & Charges – Transhipping Fee.**

This declarable conflict of interest arises because I may have a perceived relationship with an agent who operates at the Coolabunia Saleyards.

This matter was resolved at the Ordinary Council Meeting on 25 January 2022 – Resolution Number 2022/333.

I, Cr Kathy Duff inform this meeting I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **Item 13.1 Fees & Charges – Transhipping Fee.**

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the saleyards.

This matter was resolved at the Ordinary Council Meeting on 22 September 2021 – Resolution Number 2021/136.

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of Local Government Act 2009) in **Item 13.1 Fees & Charges – Transshipping Fee**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the Coolabunia Saleyards.

This matter was resolved at the Ordinary Council Meeting on 22 September 2021 – Resolution Number 2021/135.

I, Cr Gavin Jones inform this meeting I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **Item 13.1 Fees & Charges – Transshipping Fee**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the saleyards.

This matter was resolved at the Ordinary Council Meeting on 22 September 2021 – Resolution Number 2021/134.

I, Cr Jane Erkens inform this meeting I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **Item 15.3 Property Management Services for Nanango Housing and Unit Complexes – SBRC-23/24.01**.

This declarable conflict of interest arises because I own a real estate business in Nanango.

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

6 DEPUTATIONS/PETITIONS

6.1 PETITION REQUESTING FOR A FLYING FOX FOR THE BENARKIN PARK

RESOLUTION 2023/72

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Petition be received and referred to the Chief Executive Officer for consideration and a report back to a meeting of Council.

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

Against: Nil

CARRIED 6/0

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 23 AUGUST 2023**

RESOLUTION 2023/73

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Minutes of the Council Meeting held on 23 August 2023 be received and the recommendations therein be adopted.

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

Against: Nil

CARRIED 6/0**8 NOTICES OF MOTION**

Nil

9 BUSINESS OUTSTANDING**9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

RESOLUTION 2023/74

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

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

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

Against: Nil

CARRIED 6/0

10 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS

10.1 FLYNN ELECTORATE INFRASTRUCTURE PRIORITIES

RESOLUTION 2023/75

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That Council nominate the following projects for the Flynn Electorate potential infrastructure projects:

- a) Mundubbera Durong Road
- b) Proston Boondooma Road
- c) Memerambi Gordonbrook Road
- d) Footpath Improvements – Proston & Hivesville
- e) Wondai Industrial Estate Stage 2 Works
- f) Park and Recreational Facility Upgrades – Proston, Hivesville, Tingoora and Wondai
- g) Drainage Improvements – Tingoora
- h) Tourism Signage
- i) Barlil Weir (Advocacy Role)
- k) Boondooma Dam/ Manar Park & Surrounds Blackspot

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

Against: Nil

CARRIED 6/0

10.2 CHRISTMAS CLOSEDOWN

RESOLUTION 2023/76

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Committee recommends to Council that:

1. Council closes administration offices, depots and library facilities on Friday, 15 December 2023 at the following times for the purpose of allowing Council employees to attend the staff Christmas function:
 - Blackbutt – 11:00am
 - Kingaroy – 12:00pm
 - Murgon – 10:45am
 - Nanango – 11:15am
 - Proston – 10:45am
 - Wondai – 11:30am
2. Council will generally be closed from 3pm Friday 22 December 2023 and re-open on Tuesday 2 January 2024.
3. Key skeleton staff are rostered on to undertake on-call and emergency work where required during the Christmas Closedown period.
4. Parks staff and 1 Tourism staff member will be required to work as advised through the Christmas period with the exception of Public Holidays.
5. Operational/Field staff will operate on a skeleton staff arrangement from Friday 15 December 2023 to Tuesday 2 January 2024.
6. Council will advise employees to use leave accrued leave entitlements (e.g. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.

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

Against: Nil

CARRIED 6/0

10.3 AMENDMENT TO FEES AND CHARGES - COPY OF RATE/WATER NOTICE

RESOLUTION 2023/77

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the 2023/24 Fees and Charges be amended to remove the \$10.00 fee for a 'copy of rates/water notice/s other than for current financial year'.

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

Against: Nil

CARRIED 6/0

10.4 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2023/78

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 31st August 2023 be received and noted.

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

Against: Nil

CARRIED 6/0

11 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET**11.1 PETITION REQUESTING IMPROVEMENTS TO BRISBANE STREET EAST NANANGO DRAINAGE AND FOOTPATH BETWEEN DRAYTON STREET AND HOSPITAL TERRACE**

RESOLUTION 2023/79

Moved: Cr Jane Erkens
Seconded: Cr Kathy Duff

That South Burnett Regional Council Officers scope and add future drainage and footpath works to Council's project list to be considered in future budget deliberations.

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

Against: Nil

CARRIED 6/0

11.2 BUS SHELTER STRUCTURES IN CRAWFORD AND KUMBIA

RESOLUTION 2023/80

Moved: Cr Scott Henschen
Seconded: Cr Danita Potter

That South Burnett Regional Council consider the allocation of \$22,000 for a suitable shelter structure in Crawford, in the 2023/24 Capital Works first quarter budget review.

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

Against: Nil

CARRIED 6/0

11.3 2027/2028 REGIONAL ROADS & TRANSPORT GROUP (RRTG) FUNDING NOMINATIONS

RESOLUTION 2023/81

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That South Burnett Regional Council nominate Memerambi Barkers Creek Road, Corndale Road, Kingaroy Barkers Creek Road and Kumbia Road for 2027/28 TIDS funding as part of the future capital works program.

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

Against: Nil

CARRIED 6/0

12 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**12.1 AUSTRALIA DAY - NOMINATION FORMS AND LOCATION**

RESOLUTION 2023/82

Moved: Cr Scott Henschen
Seconded: Cr Kathy Duff

That the South Burnett Regional Council:

1. 2024 Nomination Forms be approved; and
2. the Location of Australia Day Awards Ceremony be held at the Kumbia Hall on the 21st of January 2024.

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

Against: Nil

CARRIED 6/0

13 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH**13.1 FEES & CHARGES - TRANSHIPPING FEE**

RESOLUTION 2023/83

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That South Burnett Regional Council adopt a Transshipping Fee of <100hd at \$250.00 per annum and >100hd at \$750.00 per annum for the 2023/24 financial year and amend the 2023/2024 schedule of Fees and Charges accordingly.

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

Against: Nil

CARRIED 6/0

13.2 TRANSHIPPING FEE - REDUCTION

RESOLUTION 2023/84

Moved: Cr Scott Henschen
Seconded: Cr Kathy Duff

That South Burnett Regional Council reduce the transshipping fee for Cross Livestock from \$750.00 to \$112.50 for the 22/23 financial year due to the number of cattle transhipped from the Coolabunia Saleyard Complex.

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

Against: Nil

CARRIED 6/0

14 PORTFOLIO - DISASTER MANAGEMENT, WASTE AND RECYCLING MANAGEMENT**14.1 APPOINTMENT OF DEPUTY CHAIRPERSON LDMG**

RESOLUTION 2023/85

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That South Burnett Regional Council appoint Cr Jane Erkens as Deputy Chairperson for the South Burnett Local Disaster Management Group.

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

Against: Nil

CARRIED 6/0**15 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS****15.1 PROPOSED TENDER FOR SALE OF 142 MACALISTER STREET MURGON**

RESOLUTION 2023/86

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council approve for sale by tender 142 MacAlister Street, Murgon (Lot 1 RP164438) by;

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, or
2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market.
3. Prior to settlement, remove the section of footpath that encroaches the property along the southwestern boundary and relocate it to its correct location being the adjacent designated accessway.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 9:32am, Land Investigation Officer Paul Turner entered the meeting.

15.2 SALE OF 4 HALY STREET KINGAROY TO ERGON ENERGY (ENERGY QUEENSLAND LIMITED)

RESOLUTION 2023/87

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That South Burnett Regional Council offer the land for sale to Ergon Energy, being part of Energy Queensland Limited.

1. Contract of sale to be in accordance with;
 - (i) Section 236 of the Local Government Regulation 2012.
 - (ii) Queensland Government Land Transaction Policy 2021.
 - (iii) SBRC Disposal of Assets Policy.

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:32 am, Cr Jane Erkens left the meeting.

15.3 PROPERTY MANAGEMENT SERVICES FOR NANANGO HOUSING AND UNIT COMPLEXES - SBRC-23/24-01

RESOLUTION 2023/88

Moved: Cr Danita Potter
Seconded: Cr Kathy Duff

That South Burnett Regional Council enter into a Council Services Contract with Tremmett Pty Ltd trading as South Burnett Real Estate of the Nanango housing and unit complexes for a period of five years.

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

Against: Nil

CARRIED 5/0

Attendance:

At 9:33 am, Cr Jane Erkens returned to the meeting.

15.4 SALE BY TENDER OF LOT 104 KINGAROY BURRANDOWAN ROAD INVERLAW

RESOLUTION 2023/89

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That South Burnett Regional Council offer for sale by tender Lot 104 Kingaroy Burrandowan Road, Inverlaw (Lot 104 FY1203) by:

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter into a contract of sale for the property, or
2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market.
3. That works up to \$10,000.00 be undertaken prior to settlement to improve the saleability of the property.

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

Against: Nil

CARRIED 6/0

15.5 UPDATE ON CHRISTMAS TREE COSTINGS

RESOLUTION 2023/90

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That Christmas tree garland and new decorations be purchased and a budget of \$57,000 be provided from the 2023/24 Building Asset Restricted Cash.

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

Against: Nil

CARRIED 6/0

15.5.1 QUESTION ON NOTICE - PREVIOUS YEAR CHRISTMAS TREE COSTING

Question on notice from Cr Henschen:

When was the last time there was a budget of this calibre and how long did the decorations last?

15.6 MANAGEMENT OF RESERVE FOR MEMORIAL PARK - TRUSTEE LEASE AND EXTENSION TO WONDAI MEMORIAL POOL FACILITY

RESOLUTION 2023/91

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That

1. South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(i)* applies for the disposal by grant of a Trustee Lease to the valuable non-current asset which is part of the land comprising of part of Lot 1 on CP904146, to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council.
3. Council provides to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. (the Association) a Letter of Landowners Consent to apply for grant funding to develop a community Memorial Park, provided that:
 - (a) All planning applications, if required, are sought and approval granted prior to the commencement of work.
 - (b) The Association holds a of \$20 Million Public Liability, Volunteer Worker Insurance and/or Workcover policy for the project period.
 - (c) All works must be carried out by a suitably qualified and experienced contractor who must provide to the Association, copies of all licences, Work Safe Method Statements or Risk Assessments to undertake the works.
 - (d) All works must be located within the boundary of the proposed Trustee Lease.
 - (e) All relevant legislation and regulations are adhered to including those relevant to vegetation protection, cultural heritage, and native title legislation.
 - (f) Arrangements are to be put in place to mitigate nuisance and dust to neighbouring residents during the works.
 - (g) The Association will be responsible for the disposal of all rubbish and waste materials from site and any commercial/industrial tipping fees.
 - (h) The association will be responsible for the ongoing maintenance of the Memorial Park.
 - (i) Upon Termination of the Trustee Lease the Association must return the site to its original condition prior to commencement of the lease.
4. South Burnett Regional Council approve the extension of the Wondai Memorial Pool for inclusion of a community gym facility.

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

Against: Nil

CARRIED 6/0

16 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES**Attendance:**

At 9:42am, Land Investigation Officer Paul Turner left the meeting.

16.1 WESTERN PERFORMANCE CLUB - FINANCIAL SUPPORT

RESOLUTION 2023/92

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council provide a contribution of \$25,000 to the South Burnett Western Performance Club Inc. for the purpose of the construction of an indoor arena on Lease area B on Lot 174 on FY803924 and subject to the following terms and conditions:

- a) The South Burnett Western Performance Club Inc. will enter into a grant agreement with South Burnett Regional Council
- b) That the project will be completed, and funding will be acquitted by 31 December 2024

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

Against: Nil

CARRIED 6/0

16.1.1 QUESTION ON NOTICE - WESTERN PERFORMANCE CLUB

Question on notice from Cr Schumacher:

Is there an opportunity for us Councillors to meet with the Western Performance Club and look at the work they are doing first hand?

17 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING

17.1 ART, CULTURE AND HERITAGE ADVISORY COMMITTEE

RESOLUTION 2023/93

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That membership for the following members of the Art, Culture and Heritage Advisory Committee, be extended until the 30 June 2024.

ORGANISATION	MEMBERSHIP	NAME
South Burnett Arts Inc	Member	Robyn Dower
Kingaroy Arts Team Inc	Member	Julia Jeffery
Blackbutt Art Gallery Inc	Member	Russ Lebsanft
South Burnett Musical Comedy Society	Member	Craig Reiger
South Burnett Community Orchestra	Member	Andrew Maddern
Wondai Regional Art Gallery	Member	Elaine Madill
Indigenous Representative	Member	Niketa Law
Community Representative	Member	Wayne Brown

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:50am, Strategic Procurement Officer Louise Reidy entered the meeting.

17.2 RINGSFIELD HOUSE ADVISORY COMMITTEE

RESOLUTION 2023/94

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That

1. That Ringsfield House be open by appointment with tours being conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer.
2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events.
3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts.
4. That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group).
5. An amendment is made to the 2023/2024 fees and charges for group tours of Ringsfield House for \$5.00 per person.
6. That the minutes of the July 2023 and August 2023 Ringsfield House Advisory Committee be received for information.

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

Against: Nil

CARRIED 6/0

17.3 YOUTH ENGAGEMENT HUB - KINGAROY

RESOLUTION 2023/95

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That

1. The Co-ordinator of Community Development Officer liaise with CTC Inc. and Council's Regional Librarian and Youth Council to formulate a twelve-month youth focused program to commence in April 2024; and
2. To seek grant funding to deliver the program into the community.

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

Against: Nil

CARRIED 6/0

18 QUESTIONS ON NOTICE**18.1 QUESTION ON NOTICE - TENDER FOR PROPERTY**

RESOLUTION 2023/96

Moved: Cr Gavin Jones

Seconded: Cr Scott Henschen

That the response to the question regarding the tender for Property Management Services for Nanango Housing was sent to all Real Estate Agents raised by Councillor Gavin Jones be received and noted.

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

Against: Nil

CARRIED 6/0**18.2 KINGAROY SMOKING RESTRICTION SIGNAGE**

RESOLUTION 2023/97

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding CBD Smoking raised by Councillor Schumacher be received and noted.

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

Against: Nil

CARRIED 6/0**19 INFORMATION SECTION**

Nil

20 CONFIDENTIAL SECTION

RESOLUTION 2023/98

Moved: Cr Kathy Duff

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*:

20.1 SBRCQ 2223_135 Purchase of PPE Field Uniforms

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.

20.2 Consideration for Remission on Rates - Assessment 10166-80000-000

This matter is considered to be confidential under Section 254J - d 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 rating concessions.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 10:00am, General Manager Infrastructure Aaron Meehan left the meeting.

At 10:05am, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 10:27am, Strategic Procurement Officer Louise Reidy left the meeting.

RESOLUTION 2023/99

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 6/0

20.1 SBRCQ 2223_135 PURCHASE OF PPE FIELD UNIFORMS

RESOLUTION 2023/100

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the item 20.1 be lifted from table

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

Against: Nil

CARRIED 6/0

COMMITTEE RECOMMENDATION

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That Council approves the recommendation to establish a 12-month supply arrangement for Hi-Visibility Field Uniforms with Safety Quip.

RESOLUTION 2023/102

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

With the consent of the mover and seconder, leave of the meeting was sought to have the motion withdrawn.

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

Against: Nil

CARRIED 6/0

RESOLUTION 2023/103

Moved: Cr Gavin Jones

Seconded: Cr Scott Henschen

That the CEO, through the procurement section, review the tender and bring a further report to October General Council meeting.

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

Against: Nil

CARRIED 6/0

20.2 CONSIDERATION FOR REMISSION ON RATES - ASSESSMENT 10166-80000-000

RESOLUTION 2023/104

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That South Burnett Regional Council approve a general rate exemption effective from 3 April 2023 for the RSL Kingaroy Memerambi Sub Branch Kingaroy Care for the future Villa Unit Development situated at L26-28 SP237285 (Assessment 10166-80000-000).

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

Against: Nil

CARRIED 6/0

21 CLOSURE OF MEETING

The Meeting closed at 10:40am.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 October 2023.

.....
CHAIRPERSON

**7.2 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING
HELD ON 14 SEPTEMBER 2023**

File Number: 25-Oct-2023

Author: Coordinator Corporate

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 14 September 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 14 September 2023**



MINUTES

Corporate Risk & Audit Advisory Committee Meeting

Thursday, 14 September 2023

Order Of Business

1	Opening	3
2	Welcome	3
3	Leave of Absence / Apologies	3
4	Deputation / Petitions	3
5	Confirmation of Minutes of Previous Meeting	3
5.1	Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 23 May 2023	3
6	Business Arising	4
7	General Business	4
7.1	Draft 2022/23 South Burnett Regional Council Financial Statements	4
7.2	Draft 2022/23 South Burnett Community Hospital Foundation Limited Financial Statements.....	4
7.3	Draft Position Paper - Decision Not to Perform Comprehensive Revaluation on Building Asset Class	4
7.4	Draft Position Paper - Assets Damaged by Natural Disasters	5
7.5	Draft Position Paper - Indexation for Desktop Revaluations	5
7.6	Draft Position Paper - Black Summer Grant	5
7.7	IT User access Review in Technology One	6
7.8	Queensland Audit Office - 2023 Interim Audit Report	6
7.9	Queensland Audit Office - Briefing Paper	7
7.10	3-Year Audit Plan 2023-2026	7
7.11	Internal Audit - Final Corporate Cards Review	7
7.12	Internal Audit Progress Report - August 2023	8
7.13	Status on Implementation of Internal Audit Recommendations as at 3 August 2023.....	8
7.14	South Burnett Regional Council Corporate Risk Register and Treatment Plan 2022/2023 - final update.....	8
7.14.1	Question on Notice - Legislative Requirements	9
7.15	South Burnett Regional Council Corporate Risk Registers and Treatment Plans 2023/24	9
7.16	Grants Process for Mapping of Responsibilities	9
8	Closure of Meeting	9

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON THURSDAY, 14 SEPTEMBER 2023 AT 9:30 AM**

PRESENT:**Members:**

Acting Mayor Gavin Jones (Deputy Mayor), Cr Kirstie Schumacher, Independent Member George Hampouris, Independent Member Peter van der Eijk, Independent Member JP O'Kennedy

In Attendance:

Mark Pitt (Chief Executive Officer), Kerri Anderson (Acting Manager Finance & Corporate), Anthony Bills (Manager ICT & Fleet), Erin Neville-Stanley (Partner, KPMG), Ryan Lindwall (Manager, KPMG), Jessica Rossouw (Contract Manager, QAO), Tracy Townsend (Pacifica Pty Ltd), Karen Searle (Coordinator Corporate), Rebecca Bayntun, Louise Reidy (Strategic Procurement Coordinator), Maxine Campbell (Strategic Asset Management Accountant)

1 OPENING

The meeting was declared open at 9.37 am.

2 WELCOME

The Chair welcomed all to the meeting.

3 LEAVE OF ABSENCE / APOLOGIES

Mayor Brett Otto (Mayor), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Darryl Brooks (General Manager Liveability), Kevin Searle (Acting General Manager Infrastructure)

4 DEPUTATION / PETITIONS

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 23 MAY 2023**

COMMITTEE RESOLUTION CRAAC/2023/27

Moved: Independent Member Peter van der Eijk

Seconded: Independent Member George Hampouris

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 23 May 2023 be received and the recommendations therein be adopted.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

6 BUSINESS ARISING**7 GENERAL BUSINESS****7.1 DRAFT 2022/23 SOUTH BURNETT REGIONAL COUNCIL FINANCIAL STATEMENTS**

COMMITTEE RESOLUTION CRAAC/2023/28

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the Draft 2022/23 South Burnett Regional Council Financial Statements.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

I, Cr Kirstie Schumacher inform this meeting that I have a conflict of interest in relation to Item 7.2 as I am a current board member of the South Burnett Community Hospital Foundation.

At 9:46 am, Cr Kirstie Schumacher left the meeting.

7.2 DRAFT 2022/23 SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED FINANCIAL STATEMENTS

COMMITTEE RESOLUTION CRAAC/2023/29

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the Draft 2022/23 South Burnett Community Hospital Foundation Limited Financial Statements.

In Favour: Cr Gavin Jones, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 4/0

At 9:50 am, Cr Kirstie Schumacher returned to the meeting.

7.3 DRAFT POSITION PAPER - DECISION NOT TO PERFORM COMPREHENSIVE REVALUATION ON BUILDING ASSET CLASS

COMMITTEE RESOLUTION CRAAC/2023/30

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the draft position paper on the decision not to perform a comprehensive revaluation on the Buildings Asset Class for the 2022-2023 year for information and that the Council will perform a comprehensive valuation prior to the 2024-2025 financial year.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.4 DRAFT POSITION PAPER - ASSETS DAMAGED BY NATURAL DISASTERS

COMMITTEE RESOLUTION CRAAC/2023/31

Moved: Independent Member Peter van der Eijk

Seconded: Cr Kirstie Schumacher

That the Corporate Risk and Audit Advisory Committee 'receive' the draft position paper on the accounting treatment of assets damaged by natural disasters for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.5 DRAFT POSITION PAPER - INDEXATION FOR DESKTOP REVALUATIONS

COMMITTEE RESOLUTION CRAAC/2023/32

Moved: Independent Member Peter van der Eijk

Seconded: Independent Member George Hampouris

That the Corporate Risk and Audit Advisory Committee 'receive' the draft position paper on the decision to use the indexation rates as at 31 March 2023 for the 2022-2023 desktop revaluations for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

At 10:19 am Tracy Townsend (Pacifica Pty Ltd) entered the meeting.

7.6 DRAFT POSITION PAPER - BLACK SUMMER GRANT

COMMITTEE RESOLUTION CRAAC/2023/33

Moved: Independent Member Peter van der Eijk

Seconded: Cr Kirstie Schumacher

That the Corporate Risk and Audit Advisory Committee 'receive' the draft position paper on the treatment of the Black Summer Grant for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.7 IT USER ACCESS REVIEW IN TECHNOLOGY ONE

COMMITTEE RESOLUTION CRAAC/2023/34

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the report for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'KennedyAgainst: Nil**CARRIED 5/0****7.8 QUEENSLAND AUDIT OFFICE - 2023 INTERIM AUDIT REPORT**

COMMITTEE RESOLUTION CRAAC/2023/35

Moved: Cr Kirstie Schumacher

Seconded: Independent Member Peter van der Eijk

That the Corporate Risk and Audit Advisory Committee 'receive' the Queensland Audit Office 2023 Interim Audit Report for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'KennedyAgainst: Nil**CARRIED 5/0****ADJOURN MORNING TEA**

COMMITTEE RESOLUTION CRAAC/2023/36

Moved: Acting Mayor Gavin Jones

Seconded: Independent Member Peter van der Eijk

That the meeting adjourn for morning tea.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'KennedyAgainst: Nil**CARRIED 5/0**

The meeting resumed at 11:10 am with Independent Member Peter van der Eijk and Anthony Bills (Manager ICT & Fleet) not in attendance.

7.9 QUEENSLAND AUDIT OFFICE - BRIEFING PAPER

COMMITTEE RESOLUTION CRAAC/2023/37

Moved: Acting Mayor Gavin Jones

Seconded: Independent Member George Hampouris

That the Corporate Risk and Audit Advisory Committee 'receive' the Queensland Audit Office – Briefing Paper as at 17 August 2023.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

7.10 3-YEAR AUDIT PLAN 2023-2026

COMMITTEE RESOLUTION CRAAC/2023/38

Moved: Cr Kirstie Schumacher

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the 3-Year Audit Plan 2023-2026 as presented.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

At 11.21 am Peter van der Eijk returned to the meeting.

7.11 INTERNAL AUDIT - FINAL CORPORATE CARDS REVIEW

COMMITTEE RESOLUTION CRAAC/2023/39

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the Final Corporate Cards Review Internal Audit.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.12 INTERNAL AUDIT PROGRESS REPORT - AUGUST 2023

COMMITTEE RESOLUTION CRAAC/2023/40

Moved: Independent Member JP O'Kennedy

Seconded: Independent Member Peter van der Eijk

That the Corporate Risk and Audit Advisory Committee 'receive' the Internal Audit Progress Report to 23 August 2023

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.13 STATUS ON IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS AS AT 3 AUGUST 2023

COMMITTEE RESOLUTION CRAAC/2023/41

Moved: Independent Member JP O'Kennedy

Seconded: Independent Member George Hampouris

That the Corporate Risk & Audit Advisory Committee 'receive' the Status on Implementation of Internal Audit Recommendations as at 3 August 2023 and update the outstanding general audit findings to include past agreed target date.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.14 SOUTH BURNETT REGIONAL COUNCIL CORPORATE RISK REGISTER AND TREATMENT PLAN 2022/2023 - FINAL UPDATE

COMMITTEE RESOLUTION CRAAC/2023/42

Moved: Independent Member Peter van der Eijk

Seconded: Acting Mayor Gavin Jones

That the Corporate Risk and Audit Advisory Committee 'receive' the South Burnett Regional Council Corporate Risk Registers and Treatment Plans 2022/2023 – 6-monthly update – 1 January to 30 June 2023.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.14.1 QUESTION ON NOTICE - LEGISLATIVE REQUIREMENTS

OFFICER'S RECOMMENDATION

Question on Notice from Independent Member Peter van der Eijk a report be bought back to the February/March 2024 on how Council ensures compliance with the top 5-10 legislative requirements.

7.15 SOUTH BURNETT REGIONAL COUNCIL CORPORATE RISK REGISTERS AND TREATMENT PLANS 2023/24

COMMITTEE RESOLUTION CRAAC/2023/43

Moved: Acting Mayor Gavin Jones

Seconded: Cr Kirstie Schumacher

That the Corporate Risk and Audit Advisory Committee 'receive' the Corporate Risk Registers and Treatment Plans 2023/24 as presented.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

7.16 GRANTS PROCESS FOR MAPPING OF RESPONSIBILITIES

COMMITTEE RESOLUTION CRAAC/2023/44

Moved: Cr Kirstie Schumacher

Seconded: Independent Member Peter van der Eijk

That the Corporate Risk and Audit Advisory Committee 'receive' the draft grants process workflow for information.

In Favour: Crs Gavin Jones, Kirstie Schumacher, Independent Members George Hampouris, Peter van der Eijk, JP O'Kennedy

Against: Nil

CARRIED 5/0

Resolved that the Corporate Risk and Audit Advisory Committee meet for lunch at the conclusion of the February/March 2024 meeting.

8 CLOSURE OF MEETING

The Meeting closed at 11:55 am.

The minutes of this meeting were confirmed at the Corporate Risk & Audit Advisory Committee held on 5 October 2023.

.....
CHAIRPERSON

7.3 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 5 OCTOBER 2023

File Number: 25-Oct-2023

Author: Coordinator Corporate

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 5 October 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 5 October 2023**



MINUTES

Corporate Risk & Audit Advisory Committee Meeting Thursday, 5 October 2023

Order Of Business

1	Opening	3
2	Welcome	3
3	Leave of Absence / Apologies	3
4	Deputation / Petitions	3
5	Confirmation of Minutes of Previous Meeting	3
5.1	Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 14 September 2023.....	3
6	Business Arising	4
7	General Business	4
7.1	Financial Statements 2022-2023.....	4
7.2	South Burnett Community Hospital Foundation Limited Annual Report 2022-2023.....	4
7.3	External Audit Closing Report 2022-2023.....	4
7.4	Progress update - Draft South Burnett Regional Council Annual Report 2022-2023.....	5
8	Closure of Meeting	5

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON THURSDAY, 5 OCTOBER 2023 AT 9:30 AM**

PRESENT:**Members:**

Cr Gavin Jones (Deputy Mayor), Cr Danita Potter, Independent Member George Hampouris, Independent Member JP O'Kennedy

In Attendance:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Kerri Anderson (Manager Finance & Sustainability), Rebecca Bayntun (Manager Corporate, Governance & Strategy), Erin Neville-Stanley (Partner, KPMG), Ryan Lindwall (Manager, KPMG), Jessica Rossouw (Contract Manager, QAO), Michael Claydon (Director, QAO), Maxine Campbell (Strategic Asset Management Accountant), Karen Searle (Coordinator Corporate)

1 OPENING

The meeting was declared open at 9:38 am

2 WELCOME

Cr Jones (Acting Mayor) welcomed all to the meeting.

3 LEAVE OF ABSENCE / APOLOGIES

Mayor Brett Otto (Mayor), Cr Kirstie Schumacher, Independent Member Peter van der Eijk, Darryl Brooks (General Manager Liveability)

4 DEPUTATION / PETITIONS

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 14 SEPTEMBER 2023**

COMMITTEE RESOLUTION CRAAC/2023/45

Moved: Independent Member JP O'Kennedy

Seconded: Independent Member George Hampouris

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 14 September 2023 be received and the recommendations therein be adopted.

In Favour: Crs Gavin Jones, Danita Potter, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

6 BUSINESS ARISING**7 GENERAL BUSINESS****7.1 FINANCIAL STATEMENTS 2022-2023**

COMMITTEE RESOLUTION CRAAC/2023/46

Moved: Cr Danita Potter

Seconded: Independent Member JP O'Kennedy

That the Corporate Risk & Audit Advisory Committee 'receive' and endorse signing by the authorised officers the audited South Burnett Regional Council Financial Statements 2022-2023 and the audited South Burnett Regional Council Community Hospital Foundation Limited Financial Statements 2022-2023 as presented.

In Favour: Crs Gavin Jones, Danita Potter, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

7.2 SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED ANNUAL REPORT 2022-2023

COMMITTEE RESOLUTION CRAAC/2023/47

Moved: Independent Member JP O'Kennedy

Seconded: Independent Member George Hampouris

That the Corporate Risk & Audit Advisory Committee 'receive' the South Burnett Community Hospital Foundation Limited Annual Report 2022-2023.

In Favour: Crs Gavin Jones, Danita Potter, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

7.3 EXTERNAL AUDIT CLOSING REPORT 2022-2023

COMMITTEE RESOLUTION CRAAC/2023/48

Moved: Independent Member JP O'Kennedy

Seconded: Cr Danita Potter

That the Corporate Risk & Audit Advisory Committee 'receive' the KPMG and Queensland Audit Office – South Burnett Regional Council External Audit Closing Report 2022-2023.

In Favour: Crs Gavin Jones, Danita Potter, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

7.4 PROGRESS UPDATE - DRAFT SOUTH BURNETT REGIONAL COUNCIL ANNUAL REPORT 2022-2023

COMMITTEE RESOLUTION CRAAC/2023/49

Moved: Cr Danita Potter

Seconded: Independent Member JP O'Kennedy

That the Corporate Risk & Audit Advisory Committee 'receive' for information the progress update of the Draft South Burnett Regional Council Annual Report 2022-2023.

In Favour: Crs Gavin Jones, Danita Potter, Independent Members George Hampouris, JP O'Kennedy

Against: Nil

CARRIED 4/0

8 CLOSURE OF MEETING

The Meeting closed at 9:56 am.

The minutes of this meeting were confirmed at the Corporate Risk & Audit Advisory Committee held on 22 February 2024.

.....
CHAIRPERSON

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - SOUTH BURNETT DROUGHT SUPPORT COMMITTEE

File Number: 25/10/2023

I, Councillor, Kathy Duff, give notice that at the General Council Meeting on October 25 2023, I intent to move the following:

MOTION

That South Burnett Regional Council in partnership with BIEDO form a South Burnett Drought Support Committee to collect and distribute donations for farmers struggling with drought across our region.

Committee Members to be:

- Mistrel Badesso(General Manager BIEDO)
- Alan Broome (BIEDO)
- Wendy Thorsburne (BIEDO)
- Bryce Edwards (Council Disaster Resilience Officer)
- Cr Kathy Duff (Portfolio Rural Resilience & Chair Council Disaster Recovery Committee)
- Cr Scott Henschen (Vice Chair Council Disaster Recovery)

RATIONALE

I attended the Disaster Resilience Roadshows at Kumbia and Murgon. I have been approached by service clubs wanting to give funds to help farmers in drought locally and when I raised it at the Disaster Resilience Roadshows at Kumbia and Murgon, there was consensus that there is a need for a point of contact for donations to be distributed locally. BIEDO is willing to manage the funds and they can put them through a charity called GIVIT to enable tax deductible status for donations.

The plan would be to purchase mostly vouchers with the donations to support local businesses and generally at local produce stores and wherever possible to let the produce stores handle the vouchers as they will know the farmers most in need. Where there is donations of hay, fodder or inkind donations this committee would also manage how that is rolled out. The local service providers have specific guidelines that limit their ability to distribute and manage funds or inkind support that is specifically for farmers in drought.

CORPORATE PLAN

EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programs.

ATTACHMENTS

Nil

8.2 NOTICE OF MOTION - EXTENSION TO QRA FUNDING

File Number: 25/10/2023

I, Councillor Kathy Duff, give notice that at the General Council Meeting on October 25 2023, I intend to move the following motion:

MOTION

That Council apply for an extension to the current QRA funding that is being rolled out by BIEDO to the end of March 2023.

RATIONALE

Email below from BIEDO General Manager:

Hi Kathy,

Further to our conversation earlier today, please find below some ideas for workshops / events next year.

Subject to there being funds available we would run an event in conjunction with South Burnett Grazing Network in February for Mary O'Brien and her "Are You Bugged Mate" mental health support program for primary producers. Biedo would be running promotion and registration for the event. Alan thinks that one way to get male producers along is with something like a Farmers Dinner. We think catering and Mary's fee could be around \$5000. We would also probably charge a ticket price for the event. And possibly also source donations for lucky door prizes/ raffles etc.

The other workshop of value would be the combined Department of Environment and Science (Reef Regulations) and Dept of resources Vegetation Management. Alan has been trying to organise for this year but has recently been told by DES they could not commit until the first quarter 2024 (No specific date yet).

The Category R Reef Regrowth vegetation legislation is shared between DES and Resources and on their own ,off the record admission is not clearly understood by either department.

After a lot of enquiry they suggested they would provide speakers for a joint meeting where producers could get practical answers as to what they are allowed to do in these R mapped areas.

With the departments meeting their own costs the expenditure would be limited to catering and hall hire.

If we could get an extension date on the current funding, these two events would be great to run. If the dates can't be changed, we will look for options to run before the end of the calendar year.

Enjoy the rest of your week.

Regards,

Mistrel

General Manager BIEDO

CORPORATE PLAN

EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programs.

ATTACHMENTS

Nil

8.3 NOTICE OF MOTION - ROADSIDE GRAZING PERMITS**File Number: 25/10/2023**

I, Councillor Kathy Duff, give notice that at the General Council Meeting on October 25 2023, I intend to move the following motion:

MOTION

That Council reaffirm that the State Government component of the roadside grazing fee is not being charged even though our region has not technically been drought declared.

RATIONALE

It was brought to my attention at the Disaster Resilience Roadshows at Kumbia and Murgon that the Drought Committee has not met to officially Drought Declare the Region. The State Government has changed the way they manage drought and the rebates such as water and fodder transport subsidies are no longer being given out. The waver of the State Government's fee for roadside grazing was based on the area being drought declared.

The new system is based around a resilience plan where farmers can apply for a 50% grant on approved projects all year round, therefore there is no longer a need for regions to become drought declared. Steph Denman from DAFF said that the drought committee are only planning to have their regular meeting cycle which would be in the first quarter of 2024.

CORPORATE PLAN

EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programs.

ATTACHMENTS**Nil**

9 BUSINESS OUTSTANDING

9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File Number: 27-09-2023

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Business outstanding table for the Ordinary Council Meeting

SUMMARY

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

OFFICER'S RECOMMENDATION

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

BACKGROUND

NA

ATTACHMENTS

- 1. Business Outstanding Table**

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Meeting Date: 25 October 2023

Attachment No: 1

Meeting	Subject	Resolution	Notes
Council 27/09/2023	Bus Shelter Structures in Crawford and Kumbia	RESOLUTION 2023/80 Moved: Cr Scott Henschen Seconded: Cr Danita Potter That South Burnett Regional Council consider the allocation of \$22,000 for a suitable shelter structure in Crawford, in the 2023/24 Capital Works first quarter budget review. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	CARRIED 6/0
Council 27/09/2023	2027/2028 Regional Roads & Transport Group (RRTG) Funding Nominations	RESOLUTION 2023/81 Moved: Cr Danita Potter Seconded: Cr Jane Erkens That South Burnett Regional Council nominate Memerambi Barkers Creek Road, Corndale Road, Kingaroy Barkers Creek Road and Kumbia Road for 2027/28 TIDS funding as part of the future capital works program. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	CARRIED 6/0
Council 27/09/2023	Appointment of Deputy Chairperson LDMG	RESOLUTION 2023/85 Moved: Cr Danita Potter Seconded: Cr Kathy Duff That South Burnett Regional Council appoint Cr Jane Erkens as Deputy Chairperson for the South Burnett Local Disaster Management Group.	

		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>	
Council 27/09/2023	Petition Requesting Improvements to Brisbane Street East Nanango Drainage and footpath between Drayton Street and Hospital Terrace	<p>RESOLUTION 2023/79</p> <p>Moved: Cr Jane Erkens Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council Officers scope and add future drainage and footpath works to Council's project list to be considered in future budget deliberations.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>	
Council 27/09/2023	Petition Requesting for a Flying Fox for the Benarkin Park	<p>RESOLUTION 2023/72</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That the Petition be received and referred to the Chief Executive Officer for consideration and a report back to a meeting of Council.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>	<p>20 Oct 2023 8:30am Pitt PSM, Mark Referred to Dept for consideration and response</p>

<p>Council 27/09/2023</p>	<p>Flynn Electorate Infrastructure Priorities</p>	<p>RESOLUTION 2023/75</p> <p>Moved: Cr Kathy Duff Seconded: Cr Scott Henschen</p> <p>That Council nominate the following projects for the Flynn Electorate potential infrastructure projects:</p> <ul style="list-style-type: none"> a) Mundubbera Durong Road b) Proston Boondooma Road c) Memerambi Gordonbrook Road d) Footpath Improvements – Proston & Hivesville e) Wondai Industrial Estate Stage 2 Works f) Park and Recreational Facility Upgrades – Proston, Hivesville, Tingoora and Wondai g) Drainage Improvements – Tingoora h) Tourism Signage i) Barlil Weir (Advocacy Role) k) Boondooma Dam/ Manar Park & Surrounds Blackspot <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>20 Oct 2023 8:28am Paterson, Lynelle - Completion Completed by Paterson, Lynelle (action officer) on 20 October 2023 at 8:28:29 AM - Letter sent</p>
		<p>CARRIED 6/0</p>	
<p>Council 27/09/2023</p>	<p>Christmas Closedown</p>	<p>RESOLUTION 2023/76</p> <p>Moved: Cr Danita Potter Seconded: Cr Jane Erkens</p> <p>That the Committee recommends to Council that:</p> <ol style="list-style-type: none"> 1. Council closes administration offices, depots and library facilities on Friday, 15 December 2023 at the following times for the purpose of allowing Council employees to attend the staff Christmas function: 	

	<ul style="list-style-type: none"> • Blackbutt – 11:00am • Kingaroy – 12:00pm • Murgon – 10:45am • Nanango – 11:15am • Proston – 10:45am • Wondai – 11:30am <p>2. Council will generally be closed from 3pm Friday 22 December 2023 and re-open on Tuesday 2 January 2024.</p> <p>3. Key skeleton staff are rostered on to undertake on-call and emergency work where required during the Christmas Closedown period.</p> <p>4. Parks staff and 1 Tourism staff member will be required to work as advised through the Christmas period with the exception of Public Holidays.</p> <p>5. Operational/Field staff will operate on a skeleton staff arrangement from Friday 15 December 2023 to Tuesday 2 January 2024.</p> <p>6. Council will advise employees to use leave accrued leave entitlements (e.g. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	
<p>Council 27/09/2023</p> <p>Proposed Tender for sale of 142 Macalister Street Murgon</p>	<p>RESOLUTION 2023/86</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council approve for sale by tender 142 MacAlister Street, Murgon (Lot 1 RP164438) by;</p> <p>1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, or</p> <p>2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market.</p>	<p>18 Oct 2023 7:53am Turner, Paul Tender open to the public</p>

CARRIED 6/0

	<p>3. Prior to settlement, remove the section of footpath that encroaches the property along the southwestern boundary and relocate it to its correct location being the adjacent designated accessway.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council SBRCQ 27/09/2023 2223_135 Purchase of PPE Field Uniforms</p>	<p>RESOLUTION 2023/100</p> <p>Moved: Cr Scott Henschen Seconded: Cr Danita Potter</p> <p>That the item 20.1 be lifted from table</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p> <p>COMMITTEE RECOMMENDATION</p> <p>Moved: Cr Scott Henschen Seconded: Cr Gavin Jones</p> <p>That Council approves the recommendation to establish a 12-month supply arrangement for Hi-Visibility Field Uniforms with Safety Quip.</p> <p>RESOLUTION 2023/102</p> <p>Moved: Cr Scott Henschen Seconded: Cr Gavin Jones</p>

	<p>With the consent of the mover and seconder, leave of the meeting was sought to have the motion withdrawn.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p> <p>RESOLUTION 2023/103</p> <p>Moved: Cr Gavin Jones Seconded: Cr Scott Henschen</p> <p>That the CEO, through the procurement section, review the tender and bring a further report to October General Council meeting.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 27/09/2023</p> <p>Consideration for Remission on Rates - Assessment 10166-80000- 000</p>	<p>RESOLUTION 2023/104</p> <p>Moved: Cr Danita Potter Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council approve a general rate exemption effective from 3 April 2023 for the RSL Kingaroy Memerambi Sub Branch Kingaroy Care for the future Villa Unit Development situated at L26-28 SP237285 (Assessment 10166-80000-000).</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>

<p>Council 27/09/2023</p>	<p>Question on Notice - Previous Year Christmas Tree Costing</p>	<p>Question on notice from Cr Henschen: When was the last time there was a budget of this calibre and how long did the decorations last?</p>	
<p>Council 27/09/2023</p>	<p>Youth Engagement Hub - Kingaroy</p>	<p>RESOLUTION 2023/95 Moved: Cr Danita Potter Seconded: Cr Jane Erkens That 1. The Co-ordinator of Community Development Officer liaise with CTC Inc. and Council's Regional Librarian and Youth Council to formulate a twelve-month youth focused program to commence in April 2024; and 2. To seek grant funding to deliver the program into the community. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil CARRIED 6/0</p>	
<p>Council 27/09/2023</p>	<p>Sale by Tender of Lot 104 Kingaroy Burrandowan Road Inverlaw</p>	<p>RESOLUTION 2023/89 Moved: Cr Kathy Duff Seconded: Cr Scott Henschen That South Burnett Regional Council offer for sale by tender Lot 104 Kingaroy Burrandowan Road, Inverlaw (Lot 104 FY1203) by: 1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter into a contract of sale for the property, or 2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market. 3. That works up to \$10,000.00 be undertaken prior to settlement to improve the saleability of the property. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>	<p>10 Oct 2023 3:46pm Turner, Paul Report submitted to September Council meeting 18 Oct 2023 7:52am Turner, Paul Tender offered to the public.</p>

<u>Against:</u> Nil		CARRIED 6/0
<p>Council 27/09/2023</p>	<p>Management of Reserve for Memorial Park - Trustee Lease and extension to Wondai Memorial Pool Facility</p>	<p>RESOLUTION 2023/91</p> <p>Moved: Cr Danita Potter Seconded: Cr Kathy Duff</p> <p>That</p> <ol style="list-style-type: none"> 1. South Burnett Regional Council resolves that the exception in <i>Local Government Regulation 2012 section 236 (1)(b)(i)</i> applies for the disposal by grant of a Trustee Lease to the valuable non-current asset which is part of the land comprising of part of Lot 1 on CP904146, to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. 2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council. 3. Council provides to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. (the Association) a Letter of Landowners Consent to apply for grant funding to develop a community Memorial Park, provided that: <ol style="list-style-type: none"> (a) All planning applications, if required, are sought and approval granted prior to the commencement of work. (b) The Association holds a of \$20 Million Public Liability, Volunteer Worker Insurance and/or Workcover policy for the project period. (c) All works must be carried out by a suitably qualified and experienced contractor who must provide to the Association, copies of all licences, Work Safe Method Statements or Risk Assessments to undertake the works. (d) All works must be located within the boundary of the proposed Trustee Lease. (e) All relevant legislation and regulations are adhered to including those relevant to vegetation protection, cultural heritage, and native title legislation. (f) Arrangements are to be put in place to mitigate nuisance and dust to neighbouring residents during the works.

	<p>(g) The Association will be responsible for the disposal of all rubbish and waste materials from site and any commercial/industrial tipping fees.</p> <p>(h) The association will be responsible for the ongoing maintenance of the Memorial Park.</p> <p>(i) Upon Termination of the Trustee Lease the Association must return the site to its original condition prior to commencement of the lease.</p> <p>4. South Burnett Regional Council approve the extension of the Wondai Memorial Pool for inclusion of a community gym facility.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council Ringsfield 27/09/2023 House Advisory Committee</p>	<p>RESOLUTION 2023/94</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That</p> <ol style="list-style-type: none"> 1. That Ringsfield House be open by appointment with tours being conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer. 2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events. 3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts. 4. That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group). 5. An amendment is made to the 2023/2024 fees and charges for group tours of Ringsfield House for \$5.00 per person. 6. That the minutes of the July 2023 and August 2023 Ringsfield House Advisory Committee be received for information.

		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
Council 23/08/2023	Delegates at the LGAQ Annual Conference 2023	<p>RESOLUTION 2023/40</p> <p>Moved: Cr Scott Henschen Seconded: Cr Kirstie Schumacher</p> <p>That Acting Mayor Gavin Jones and Cr Jane Erkens attend the LGAQ Annual Conference as delegates.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
Council 23/08/2023	WBBROC AGM	<p>RESOLUTION 2023/41</p> <p>Moved: Cr Danita Potter Seconded: Cr Kirstie Schumacher</p> <p>That CEO Mark Pitt, Acting Mayor Jones and Cr Duff be nominated as delegates on behalf of South Burnett Regional Council.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p> <p>RESOLUTION 2023/42</p> <p>Moved: Cr Jane Erkens</p>

	<p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council note the following changes to the August rates notices:</p> <ul style="list-style-type: none"> • Change in issue date from the 18th of August 2023 to the 25th of August 2023 • Change of due date from the 21st of September 2023 to the 28th of September 2023 <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 23/08/2023</p> <p>Extended Leave - Mayor Brett Otto</p>	<p>RESOLUTION 2023/36</p> <p>Moved: Cr Scott Henschen Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council grant Mayor Brett Otto a leave of absence for the period of 31 July 2023 to 31 October 2023 inclusive.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 23/08/2023</p> <p>Minutes of the Special Council Meeting held on 21 June 2023</p>	<p>RESOLUTION 2023/37</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That the Minutes of the Special Council Meeting held on 21 June 2023 be received.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>

<p>Council 23/08/2023</p>	<p>Employment Services - Council Resolution</p>	<p>RESOLUTION 2023/43</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council resolves it is satisfied that it would be impractical and disadvantageous for Council to invite quotes or tenders on certain occasions due to the specialised and confidential nature of the services provided to Council by the below list of Recruitment Service Providers:</p> <ul style="list-style-type: none"> • Employment Matters (Local) • FNP Recruitment • Peak Services • McArthur • Leading Roles • Lo-Go • Osborne Richardson <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 23/08/2023</p>	<p>Question on Notice - Financial Report of Interest on Overdue Rates</p>	<p>Question on notice from Cr Schumacher: Can a full report be brought back to Council regarding the incorrect system calculation of interest on overdue rates?</p>
<p>Council 23/08/2023</p>	<p>Meeting with Councillors & Red Earth</p>	<p>RESOLVED 2023/62</p>

		That the Councillors & Red Earth management committee meet to discuss activities and further programmes.	
Council 23/08/2023	Motion - South Burnett's Water Challenges	<p>RESOLUTION 2023/47</p> <p>Moved: Cr Scott Henschen Seconded: Cr Kirstie Schumacher</p> <p>That Councillors, General Manager Infrastructure and CEO request a meeting with Acting Director-General Linda Dobe Department of Regional Development, Manufacturing and Water (DRDMW) and provide a deputation with regards to the criticality of South Burnett's water challenges.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>	<p>21 Sep 2023 12:24pm Allen, Samantha Briefing position currently being compiled. Meeting to be arranged once complete</p>
Council 23/08/2023	Land Purchase for Mt Wooroolin Reservoir	<p>RESOLUTION 2023/70</p> <p>Moved: Cr Danita Potter Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council note this report and delegate the authority to the CEO to purchase the additional land to accommodate the new reservoir</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>	<p>21 Sep 2023 12:15pm Allen, Samantha Noted. Land purchase to negotiated</p>
Council 19/07/2023	Animal Management	<p>RESOLUTION 2023/25</p> <p>Moved: Cr Danita Potter</p>	

<p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council: -</p> <p>1. Undertakes community consultation on Council's animal management functions including:</p> <ul style="list-style-type: none"> • Dog registration fees, categories, and registration areas • Potential introduction of an animal management charge in lieu of dog registrations • Responsible animal management initiatives • Cat registrations <p>2. A report be brought back to the October Infrastructure, Environment and Compliance Standing Committee Meeting after the community consultation process has been completed.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>			
<p>Council 19/07/2023</p>	<p>Wondai CBD Streetscape</p>	<p>RESOLUTION 2023/19</p> <p>Moved: Cr Kathy Duff Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council consider and provide feedback as to the results from the Community Consultation for this project including the following points:</p> <ul style="list-style-type: none"> • Removal of two (2) traffic islands • Removal of the crossing • Proceed to final design including further design options for alternative footpath colours and construction materials which included colour options and ease of cleaning • Consideration be given to placement options and recognition of traditional owners in the design. • That the proposed final design be taken back to the affected business community and circulated to the broader Wondai community for final feedback before being endorsed by Council. 	<p>28 Jul 2023 2:44pm Champney, Kristy Have sent to Infrastructure Planning. Awaiting update.</p> <p>12 Sep 2023 3:03pm Allen, Samantha Costing and staging options to be presented in November Standing Committee. Concept and construction design currently being finalised for community consultation</p>

		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	
		CARRIED 5/0	
<p>Council 28/06/2023</p>	<p>Rsl Kingaroy Memerambi Sub Branch Land Transfer</p>	<p>RESOLUTION 2023/680</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council:</p> <p>1. Decides by resolution that for the purposes of the <i>Local Government Regulation 2012</i>, section 236(2), that the exception in the <i>Regulation</i> section 236(1)(b) applies to Council in the disposal of the Land and the Assets as identified in the schedule, other than by tender or auction, to the community organisation, RSL QLD Kingaroy Memerambi Sub Branch A.B.N. 637 843 440 87, because it is in the public interest to dispose of the Land and the Assets without a tender or auction to the community organisation, RSL QLD Kingaroy Memerambi Sub Branch; and</p> <p>2. Resolves, under <i>Local Government Act 2009</i>, section 257, to delegate to the chief executive officer of Council, the power under section 262(3) of the <i>Act</i>, to negotiate and agree in principle the terms and conditions of a contract for the disposal of the Land and the Assets to the community organisation, RSL QLD Kingaroy Memerambi Sub Branch, for approval by Council.</p> <p style="text-align: center;">Schedule (The Land)</p> <p>The Land comprising:</p> <p>(a) Lot 55 on Registered Plan 37004; and</p> <p>(b) Part of Lot 56 on Registered Plan 37004 (approximately 500m²).</p> <p>This is proposed to combine to form a new allotment with an approximate land area of approximately 1500m², subject to formal survey being completed. An aerial view of the proposed land area is in attachment 1.</p>	<p>19 Jul 2023 9:14am Turner, Paul Seeking quote from Surveyors to complete realignment survey</p> <p>09 Aug 2023 4:25pm Turner, Paul Quote accepted and instructed to complete realignment and planning consultation to submission</p> <p>10 Oct 2023 3:43pm Turner, Paul Planning application submitted by planning consultant.</p>

		<p><u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>
Council 28/06/2023	Parks Business Improvement Review by Shepherd	<p>RESOLUTION 2023/665</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Jane Erkens</p> <p>That the Parks Business Improvement Review completed by Shepherd Asset Management Solutions be received for information and that a workshop be scheduled to discuss these findings and learnings in the first quarter of the 2023 – 2024 financial year.</p> <p><u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>
Council 28/06/2023	Growing Regions Program - Round 1 Grant Opportunity	<p>RESOLUTION 2023/649</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter</p> <p>That Council</p> <ol style="list-style-type: none"> 1. Note the information in this report and approve the submission of an Expression of Interest (EOI) for the Growing Regions Program – Round 1 grant opportunity, for Stage 1 of the WJ Lang Memorial Olympic Pool Complex redevelopment works project. 2. If Council’s EOI application is successful, approve the submission of a full application and the allocation of the required Council Contribution of \$6,000,000 in Council’s capital works program and capital budget to enable the execution of the project. <p><u>In Favour:</u> Crs Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>

		<u>Against:</u> Cr Jane Erkens	CARRIED 4/1
Council 28/06/2023	QUESTION ON NOTICE - HIGHER DENSITY APPLICATIONS	Question on notice from Cr Schumacher: Is there anything Council can do to make these applications to achieve a positive outcome?	
Council 28/06/2023	11.3 McCauley Weir Access Road - Road Safety Audi	RESOLUTION 2023/655 Moved: Cr Jane Erkens Seconded: Cr Kathy Duff That South Burnett Regional Council: 1. Budget \$90,000 for safety upgrades for McCauley Weir Road at the 2023/24 first quarter review to be allocated from capital program savings achieved in the 2022/23 financial year, and; 2. Re-open McCauley Weir Road on a limited basis with controls and protocols to be implemented as needed by the Chief Executive Officer including a Council controlled lock only. <u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	13 Sep 2023 12:47pm Champney, Kristy In progress 21 Sep 2023 11:47am Allen, Samantha In progress. Solution for visibility issues currently being reviewed
Council 28/06/2023	Performance Review Chief Executive 2023	RESOLUTION 2023/681 Moved: Cr Scott Henschen Seconded: Cr Jane Erkens 1. That the South Burnett Regional Council receives the "Performance Review Report" 2. That the South Burnett Regional Council provide a salary increase for the Chief Executive Officer of 4% from the 1 st of July 2023.	CARRIED 5/0

		<p><u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>	
Council 24/05/2023	Advocacy Digital Plan	<p>RESOLUTION 2023/574</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council meets with NBN and the relevant telcos and uses the information provided to develop a digital plan for the South Burnett that can be used as a advocacy document for the Mayor and Councillors to take to the ALGA Assembly and the Ministerial meetings scheduled in Canberra later this year.</p> <ul style="list-style-type: none"> The purpose of this plan will be to identify and agree on the existing black spots and seek to leverage the next rounds of Federal funding for regional connectivity and upgrades with consideration to future opportunities to apply for disaster funding to acquire hybrid power cubes for use during disasters. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>14 Jul 2023 10:31am Pitt PSM, Mark Workshop scheduled for 17 July to commence discussions on advocacy plans</p>
Council 24/05/2023	Register of Fees and Charges Schedule for 2023/2024	<p>RESOLUTION 2023/557</p> <p>Moved: Cr Danita Potter Seconded: Cr Gavin Jones</p> <ol style="list-style-type: none"> That pursuant to <i>Section 97(2) of the Local Government Act 2009</i> the Register of Fees and Charges for the 2023/2024 year be adopted effective from 1 July 2023. That the fees relating to saleyards and dips, dog registrations, animal impounding and airports be brought back to Council for amendment once they have been relooked at. 	<p>10 Jul 2023 8:10am Anderson, Kerri Fees and charges have been updated to reflect adopted amounts. Saleyard fees have come back to Council. Animal registrations and impounding will be brought back to Council later in the year.</p>

		<p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>		
				CARRIED 7/0
Council 24/05/2023	Request for Construction of 1.7km of Nystrom Road Booie	<p>RESOLUTION 2023/553</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council:</p> <ul style="list-style-type: none"> advise the applicant that they can construct the road to Council standard after which it is maintained by Council or the applicant construct the road to a lesser standard as an access with a permit for works, which is not maintained by Council; and undertake the drainage work on the first floodway to be included in the 23/24 budget if the applicant constructs the road to Council standard. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>08 Aug 2023 12:45pm Champney, Kristy Following up with the Works team to see where this is at.</p> <p>13 Sep 2023 4:00pm Champney, Kristy Principal Project Manager (AK) has meet with the customer on site and advised that an 'environmental assessment report' needs to be carried out before any road works, particularly vegetation clearing works can be undertaken on this road. Council officers will continue to engage with property owner</p>	CARRIED 7/0
Council 24/05/2023	Boondooma Community Centre - Condition Assessment	<p>RESOLUTION 2023/566</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council undertakes community consultation on the options for repurposing Boondooma Community Centre</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>09 Aug 2023 4:24pm Turner, Paul Community Consultation 28/08/2023 on site at Boondooma Community Centre</p> <p>29 Aug 2023 8:38am Turner, Paul Community Consultation completed on site. Information being collated to report</p>	

CARRIED 7/0			
Council 24/05/2023	Question on Notice - Parks Operational Budget	Question on Notice received from Cr Kirstie Schumacher: Can Councillors understand more of the Parks Operational Budget for Gardens and buying new plants, the replanting of garden beds, how they are identified and do we grow our own plants?	23 Jun 2023 9:41am O'May, Peter To be included as part of discussions during Parks Business Improvement Review workshop in 2023/24.
Council 24/05/2023	CEO KPI Development Workshop	RESOLUTION 2023/585 Moved: Cr Danita Potter Seconded: Cr Gavin Jones That South Burnett Regional Council appoint Peak Services, a local government industry body to facilitate the CEO KPI development workshop. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	CARRIED 7/0
Council 26/04/2023	Performance Review Chief Executive Officer - 2023	RESOLUTION 2023/505 Moved: Cr Danita Potter Seconded: Cr Kathy Duff That South Burnett Regional Council: 1. Authorise the Mayor and Deputy Mayor to progress the review with Windsor Group as per the original proposal attached to this report. 2. That Council engage an independent facilitator with the full Council and CEO to establish KPI's for 23/24 financial year to be adopted at the June Ordinary Meeting. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	

CARRIED 7/0			
<p>Council 26/04/2023</p>	<p>KTP Pedestrian Visibility and PWD Shop Access</p>	<p>RESOLUTION 2023/510 Moved: Cr Kathy Duff Seconded: Cr Danita Potter That South Burnett Regional Council writes to South Burnett Business groups articulating the strategic priority in our Corporate Plan relating to making our towns communities of choice for people living with disability and encouraging them to engage with their members and CBD businesses as to opportunities for improving PWD access. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>28 Jul 2023 2:10pm Champney, Kristy Resolution sent to KTP Team 02.05.23. Awaiting outcome. 21 Sep 2023 11:44am Allen, Samantha To be actioned in October</p>
CARRIED 7/0			
<p>Council 26/04/2023</p>	<p>Media Release - Baconfest</p>	<p>RESOLVED 2023/519 That a media release be prepared and forwarded advising the Community of the closures in regards to the BaconFest set up, pack up and duration of the event.</p>	
<p>Council 29/03/2023</p>	<p>Kingaroy CBD People with Disabilities (PWD) Parking Review</p>	<p>RESOLUTION 2023/459 Moved: Cr Danita Potter Seconded: Cr Scott Henschen 1. Note the report; and 2. Undertake a media release in relation to its inclusivity and access within the Kingaroy CBD and ask the community for support in ensuring PWD spaces are only used by those with permits. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>	<p>26 Apr 2023 2:08pm Champney, Kristy To be completed when resources become available 21 Sep 2023 11:43am Allen, Samantha Release planned for November when resources become available</p>

		<u>Against:</u> Nil	CARRIED 7/0
Council 29/03/2023	Compliance Enforcement on Burning in Residential Areas	<p>RESOLUTION 2023/479</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council run an education program explaining Local Law 3 and Subordinate Law 3 to the community targeting lighting and maintaining fires in rural residential and residential areas and explaining ramification of non-compliance.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>04 Apr 2023 3:31pm King, Denise - Reallocation Action reassigned to Brooks, Darryl by King, Denise - Run an education program, Mead Perry has been appointed to undertake local law review - this will be considered as part of this project</p> <p>23 Jun 2023 9:20am O'May, Peter Awaiting recruitment/commencement of Co-ordinator Regulatory Services who will be tasked with delivering program. Expected to commence in early July</p> <p>25 Jul 2023 2:02pm Brooks, Darryl Draft Fact Sheet being developed on burning in residential areas and then an educational program will be conducted</p>
Council 22/02/2023	Rural Residential Blocks	<p>RESOLUTION 2023/401</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council review the Overgrown Property Policy – Statutory062 to consider the designated town area maps and the adjoining rural residential allotments one (1)</p>	<p>23 Jun 2023 9:30am O'May, Peter</p>

	<p>hectare or less that may not have been captured in the policy as part of the annual review process.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>Item to be included for consideration as part of the review of Council's Local Laws during 2023/24 financial year. , OPL/38</p> <p>Review Council's Local Laws to ensure relevance to the region and understanding by Council and the community</p> <p>11 Aug 2023 9:04am Brooks, Darryl Mead Perry have been appointed to conduct local law review - this will be reviewed as part of this project</p>
<p>Council 20/02/2023</p>	<p>Development of Conditional Tender - 1 Pound Street Kingaroy</p> <p>RESOLUTION 2023/434</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council develop a conditional tender to divest of 1 Pound Street, Kingaroy Lot 13 on RP814986 and offer the land for sale for a proposed mixed-use development of commercial and/or residential use by way of tender in the first instance, and if not sold, list for sale on the open market.</p> <p><u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Crs Brett Otto and Gavin Jones</p>	<p>24 Mar 2023 12:16pm Petersen, Leanne Recruiting for a Land Investigation Officer to have appropriate resources within Council to progress this action.</p> <p>23 Jun 2023 10:35am O'May, Peter Currently considering disposal of surplus land processes prior to release of tender. e.g., disposal to other government organisations</p> <p>CARRIED 5/2</p>
<p>Council 25/01/2023</p>	<p>Gift of land to the South Burnett Child Care Centre at Kingaroy</p> <p>RESOLUTION 2023/365</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Gavin Jones</p>	<p>11 Jul 2023 3:21pm King, Denise 2. Development application currently being prepared</p>

	<p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Develop a framework to consider requests from community groups that ask Council to transfer land at nil consideration, to ensure consistent decision-making. 2. Conduct a development application for subdivision of Lot 86 on RP7951 in line with the current South Burnett Child Care and Kindergarten lease area. 3. Continue engagement with South Burnett Child Care and Kindergarten as to appropriate long term tenure arrangements. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 14/12/2022</p> <p>Notice of Motion - Gore Street Footpath</p>	<p>RESOLUTION 2022/285</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That Cr Henschen’s motion in relation to the allocation of the LRCI 2023/2024 funding be lifted off the table and dealt with.</p> <p><u>In Favour:</u> Crs Brett Otto, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Crs Gavin Jones and Kirstie Schumacher</p> <p style="text-align: right;">CARRIED 5/2</p> <p>MOTION</p> <p>MOTION</p> <p>Moved: Cr Scott Henschen Seconded: Cr Jane Erkens</p> <p>That the following projects are scoped and costed with a view to Council applying the \$1,644,465 of LRCI phase 3 extension funding in the 2023/2024 year to these capital projects</p>

and a report be brought to a future Infrastructure, Environment and Compliance Standing Committee Meeting, including capital and whole of life costings for consideration:

- Wondai Industrial Estate stage 2;
- Haly Street Wondai drainage and road sealing;
- Alford Street east Kingaroy - stage 1 rehabilitation;
- Gore Street Murgon SHS kerb and channelling / parking.

AMENDMENT

Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

That the following projects are scoped on a preliminary basis with high level cost estimates so as to be considered through the application of the prioritisation tool along side other capital projects as part of the 2023/24 capital budget considerations of Council

- Wondai Industrial Estate stage 2;
- Gore Street Murgon SHS kerb and channelling / parking.
- McKell Park, Wondai
- Coronation Park, Wondai
- Coopers Gap viewing platform
- Lions Park Kingaroy completion
- Murgon basketball half court
- Proston look out
- Apex Park Carpark, Kingaroy
- Tingoora Drainage
- Youth Park, Kingaroy

The amendment became the resolution.

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

		<u>Against:</u> Cr Gavin Jones	CARRIED 6/1
Council 14/12/2022	EBA Negotiations	<p>RESOLUTION 2022/333</p> <p>Moved: Cr Danita Potter Seconded: Cr Gavin Jones</p> <p>That South Burnett Regional Council endorse the following proposal to be put to a staff vote for the draft Enterprise Bargaining Agreement:</p> <p>2-year Agreement, with limited changes to the current provisions to the exclusion of:</p> <ul style="list-style-type: none"> • A once off increase over the life of the Agreement of 4% to the on-call allowance for staff on call rosters to ensure the ongoing provision of Council's core services (i.e. Water and Wastewater, Compliance, Works); • A once off increase of \$15 to the Officers Uniform allowance and an increase of \$15 to PPE (work boots) in both Agreements if it is a requirement of the role; • Equal Employment Opportunity; • Participation from Unions and delegates in Corporate Induction; and • 4% wage increase each year of the agreement. <p><u>In Favour:</u> Crs Gavin Jones, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Crs Brett Otto and Kathy Duff</p> <p style="text-align: right;">CARRIED 4/2</p>	
Council 23/11/2022	Goodger School - Land Reserve	<p>RESOLUTION 2022/261</p> <p>Moved: Cr Danita Potter Seconded: Cr Gavin Jones</p> <p>That South Burnett Regional Council:</p> <p>1. Advise the Department of Resources that, to its knowledge, the named Trustees of the Reserve for Public Hall, being Lot 186 on FY850, are all deceased.</p>	<p>20 Jan 2023 11:49am Bayntun, Rebecca Public Consultation plan and information sheet being prepared.</p>

		<p>2. Public consultation be undertaken to advise the community of the current situation and future options.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>																				
<p>Council 27/04/2022</p>	<p>Material change of use application for expansion of an existing piggery to 57,000SPU and associated infrastructure at 536 & 592 Morgans Road Windera and other properties - Lot 202 SP 251979 Lot 203 SP 251979 Lot 49 MZ 555 - Applicant: Jamz & Co In...</p>	<p>OFFICER'S RECOMMENDATION</p> <p>That Council approve the Material change of use application for expansion of existing of an existing piggery to 57,000spu and associated infrastructure - Lot 202 SP 251979 Lot 203 SP 251979 Lot 49 MZ 555 - Applicant: Jamz & Co Investments Pty Ltd – MCU21/0017 subject to the following conditions:</p> <p>GENERAL</p> <p>GEN1. The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:</p> <table border="1" data-bbox="757 895 1644 1303"> <thead> <tr> <th>Drawing Title</th> <th>Prepared by</th> <th>Reference no.</th> <th>Revision</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Site Plan</td> <td>Agricultural Development Services Australia</td> <td>WPC-003</td> <td>A</td> <td>22/11/21</td> </tr> <tr> <td>Bushfire Management Report</td> <td>Range Environmental Consultants</td> <td>J000738</td> <td>1</td> <td>10/12/21</td> </tr> <tr> <td>Proposed Piggery Expansion – 592 Morgans Road Windera Concept Plan 2</td> <td>UDP</td> <td>FSA-0002-SK02</td> <td>1</td> <td>15/12/16</td> </tr> </tbody> </table>	Drawing Title	Prepared by	Reference no.	Revision	Date	Site Plan	Agricultural Development Services Australia	WPC-003	A	22/11/21	Bushfire Management Report	Range Environmental Consultants	J000738	1	10/12/21	Proposed Piggery Expansion – 592 Morgans Road Windera Concept Plan 2	UDP	FSA-0002-SK02	1	15/12/16
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Proposed Piggery Expansion – 592 Morgans Road Windera Concept Plan 2	UDP	FSA-0002-SK02	1	15/12/16																		
		<p>20 Oct 2022 3:49pm Lisle, Michael Development Application laying on the table in Council. Prestart meeting held early October 2022 for construction of roadwork upgrades to Kratzmanns Road required under pervious approval.</p> <p>20 Jan 2023 2:15pm O'May, Peter Review of road works progress scheuled February 2023</p> <p>03 May 2023 3:33pm King, Denise</p>																				

Kratzmans Rd Causeway					<p>The following information from Justin Crick:- I followed up about the intersection works required as part of the roadworks for the Wilsons piggery at Morgans Rd, Windera and the delay in the commencement of the upgrade. It turns out that TMR are doing roadworks either side of the intersection and have told the contractor that they will not be allowed to commence until the TMR works have been completed. At the moment this will be August this year.</p>
<p>GEN2. The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.</p>					
<p>Timing: To be maintained at all times.</p>					
<p>GEN3. The development must be completed generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval.</p>					
<p>GEN4. Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein.</p>					
<p>GEN5. The approved development is for an expansion of Intensive Animal Industry (Piggery) for an additional 28,500 SPU.</p>					
<p>GEN6. Maintain outdoor lighting to comply with AS4282 – 1997 “Control of Obstructive Effects of Outdoor Lighting”. Artificial illumination is not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjoining residential premises.</p>					
<p>Timing: At all times.</p>					
<p>GEN7. No materials, equipment or structures are to be stored or placed within the area of the mapped waterways and drainage lines adjoining the development footprint at any time and in accordance with the approved site plan.</p>					
<p>GEN8. Carry out the development in accordance with section 6 and 7 of the Bushfire Management Report with reference J000738 and dated 10/12/2021.</p>					
<p>GEN9. Submit a Wastewater Management Plan (WMP) prepared by a suitably qualified person that addresses the following:</p>					
<ul style="list-style-type: none"> • Wastewater type • Climatic conditions • Water quality objectives • Best-practice environmental management. 					

The WMP must demonstrate that the wastewater is managed in accordance with a waste management hierarchy that:

- Avoids wastewater discharge to waterways; or
- Minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.

Timing: Prior to commencement of use.

GEN10. Provide and maintain adequate signage onsite identifying emergency evacuation routes.

FUTHER PERMITS REQUIRED

GEN11. The development herein approved may not start until the following development permits have been issued and complied with as required:

- Development Permit for Building Works;
- Permit for Plumbing and Drainage Work;
- Development Permit for Operational Works (Site Works, road widening, kerb and channel and associated drainage, landscaping, access driveways, water supply and sewerage discharge sludge collection and removal, stormwater disposal).

GEN12. The development (including landscaping, parking, driveway and other external spaces) shall be maintained in accordance with the approved plans, subject to and modified by any conditions of this approval.

APPROVED USE

GEN13. The approved use of the premises is for an Intensive animal industry (piggery expansion 28,500 to 57,000spu).

ADMIN

ADM1. All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.

ADM2. All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.

ADM3. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

ADM4. All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised

and certified by a Registered Professional Engineer of Queensland. Any concurrence agency conditions will apply in addition to these standard conditions.

ENGINEERING WORKS

ENG1. Submit to Council, an Operational Work application for all civil works including earthworks, roadworks and accesses.

ENG2. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

ENG3. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.

ENG4. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

ENG5. Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the Approved Plans and specifications and to Council's requirements, prior to commencement of the use.

MAINTENANCE

ENG6. Maintain all works that will become Council infrastructure for a period of 12 months (maintenance period) from the date of on-maintenance. Any defective works must be rectified within the maintenance period.

ENG7. Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period.

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

ENG8. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG9. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

CONSTRUCTION AND NUISANCE MANAGEMENT PLAN

ENG10. Submit to Council for endorsement, a Construction and Nuisance Management Plan for approved development works for the site. The Plan is to cover where applicable, the following:

- a) air quality management;
- b) noise and vibration management;
- c) storm water quality management;
- d) erosion and sediment management;
- e) vegetation management;
- f) waste management;
- g) complaint management;
- h) community awareness;
- i) preparation of site work plans;
- j) workers' car parking arrangements; and
- k) traffic control during works.

Timing: Prior to commencement of works.

ENG11. Implement the approved Construction Management Plan at all times during construction of the development.

ENG12. Ensure a legible copy of the approved Construction Management Plan is available on-site at all times during construction and earthworks.

STORMWATER MANAGEMENT

ENG13. Submit to Council for approval, a Stormwater Management Report (including drawings), prepared by an RPEQ, covering:

- 1) Stormwater diversion drains being suitably sized to accommodate runoff from the sheds and associated areas. Diversion drain outlets shall be clear of any Effluent Disposal Area, and shall not drain to a road reserve;
- 2) If proposed, how overland stormwater, including from upstream catchments, will be managed to avoid contamination with water from the piggery site/operations;
- 3) That all downstream properties, including road reserves will be protected from stormwater 'nuisance', from increased discharge rates, increased velocity, and concentration. Identify measures to be implemented to achieve 'no nuisance' if required.

Comment: The Stormwater information previously provided was not considered to adequately address Councils queries, and further information is sought.

ENG14. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows, or create a nuisance, on other properties.

WATER SUPPLY

ENG15. Provide a potable water supply to meet the needs of the development for staff and visitors.

ON-SITE WASTEWATER DISPOSAL

ENG16. Connect the development to an on-site wastewater disposal system, in accordance with the AS1547 and the Queensland Plumbing and Wastewater Code.

ENG17. Obtain a Development Permit for Plumbing Works for the on-site sewerage treatment system.

WASTE AND ODOUR MANAGEMENT

ENG18. Provide solid and liquid waste management in accordance with AgDSA Development Assessment Report Rev A, dated 13/9/21.

ENG19. In the event that bonafide complaints are received by Council in relation to odour emissions produced from the site, and the use is not being carried out in accordance with the conditions of this approval, including the management strategies set out in the AgDSA Development Assessment Report Rev A, dated 13/9/21 report, Council reserves the right to require the applicant to re-assess waste and odour management procedures already in place. In this instance, the applicant may be required to undertake a further assessment on waste and odour management through a third party and implement any recommendations by a date agreed by the Council.

TRADE WASTE DISPOSAL (WASH DOWN BAY)

ENG20. The business must ensure that:

- a) maintenance and cleaning of equipment (including vehicles and plant) are carried out in Wash Down Bays, or an area where contaminants cannot be released into stormwater drainage, a roadside gutter, a water course or onto unsealed ground;
- b) any spillage of contaminants is cleaned up immediately by a method other than hosing, sweeping or otherwise releasing the contaminants into stormwater drainage, a roadside gutter or a water course; and
- c) incidental rainfall and overland flow of stormwater do not contact contaminants (for example, areas with contaminants should be roofed or protected by diversion drains).

ENG21. Spillage of all chemicals and other liquid contaminants must be contained within an on-site containment system and controlled in a manner that prevents environmental harm.

ENG22. Where regulated waste is removed from the premises, records must be kept of the following:

- a) the date, quantity and type of waste removed;
 - b) the name of the waste transporter and/or disposal operator who removed the waste;
- and
- c) the intended treatment/disposal destination of the waste.

HAZARDOUS CHEMICAL & FUEL STORAGE

ENG23. Ensure that all hazardous chemicals are stored and handled in accordance to the Work Health and Safety Act 2011

ENG24. Diesel is to be stored and handled in accordance with Australian Standard 1940-2004 - The storage and handling of flammable and combustible liquids.

PARKING AND ACCESS - GENERAL

ENG25. Provide a sufficient number of carparks to meet the demands of the development.

ENG26. Design and construct all driveway and parking areas to provide a dust suppressive gravel.

ENG27. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

VEHICLE ACCESS - TURNOUT

ENG28. Design and construct vehicle turnouts in accordance with Council's Standard Drawing No. 00049 Rev B.

ROADWORKS AND PEDESTRIAN SAFETY

ENG29. Install signage for all works on or near roadways in accordance with the Manual for Uniform Traffic Control Devices – Part 3, Works on Roads.

TRANSPORT ROUTE

ENG30. All heavy vehicles traveling to/from the development shall use the following route, and vice versa:

- Kratzmanns Rd from the Murgon-Gayndah Rd to Morgans Rd;
- Morgans Rd from the intersection with Kratzmanns Rd, through to the site access at 592 Morgans Rd, Windera.

- Mcantee Rd between the proposed site accesses shown on AgDSA Drawing No A001.2 Rev A, and A002.1 Rev A. Using any other part of Mcantee Rd is not permitted.

B-DOUBLE ROUTE

ENG31. No part of the Transport Route is permitted for use by B-Doubles, and shall not be used by B-Doubles, unless an approval for the route to be used by multi-combination vehicles is obtained from the National Heavy Vehicle Regulator prior to allowing access to Multi-Combination vehicles via above road section. Please refer to the following link for more information: <https://www.nhvr.gov.au/road-access/access-management/applications-and-forms>. Any future approval may be conditioned with further road upgrade requirements.

ROAD UPGRADING

ENG32. The applicant shall undertake the following road upgrades:

- 1) Winderera Ck causeway and approaches:
 - a) Widen the pavement on the approaches to the Winderera Ck causeway to enable safe passing of the largest expected vehicle between Ch1.56km to Ch1.99km (approximately);
 - b) Installation of a 'Give Way' sign and line marking on the westbound approach of the causeway, ensuring that appropriate sight distance requirements are achieved;
 - c) Remove vegetation to improve sight distance as generally shown in RMA report Traffic Impacts Assessment – 592 Morgans Rd, Winderera dated 23/12/2021 Figure 7-2.
- 2) Upgrade the intersection of Morgans Rd and Kratzmanns Rd generally in accordance with RMA report Traffic Impacts Assessment – 592 Morgans Rd, Winderera dated 23/12/2021 Figure 7-3. The intersection shall accommodate the turning movements of the largest expected vehicle, including pavement widening and bitumen sealing. Trees and vegetation on Morgans Rd and Kratzmann's Rd shall be removed to achieve sight distance requirements.
- 3) The vertical curves on Morgans Road at approximately 200m, and 700 - 800m, north of the Kratzmanns Rd intersection shall be widened to a 7m bitumen seal on an 8m pavement formation (including tapers and linemarking), where Stopping Sight Distance is not available.
- 4) Vegetation on the inside of the Kratzmanns Rd intersection shall be cleared to improve sight distance.
- 5) Upgrade Mcantees Road, between the two proposed access points to McAntees Rd for Lot 202 SP251979 and Lot 49 MZ555, to the following standard:
 - a) 7m bitumen seal on an 8m pavement formation;
 - b) Upgrades to the vertical and horizontal alignment to Austroads requirements;
 - c) Widening to accommodate the manoeuvring of the largest expected vehicle where necessary.
 - d) Drainage structures, and improvements to minimise erosion risk.

Timing: Prior to Commencement of Use

ELECTRICITY AND TELECOMMUNICATION

ENG33. Connect the development to electricity and telecommunication services.

EARTHWORKS - GENERAL

ENG34. Earthworks per site involving cut or fill with a nett quantity of material greater than 50m³, requires an Operational Work application.

ENG35. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EARTHWORKS - RETAINING STRUCTURES AND BATTERS

ENG36. Ensure retaining walls and earthworks batters designs do not adversely affect adjoining properties or services within the vicinity.

ENG37. Ensure batters do not exceed a maximum slope of 25% (1 in 4).

ENG38. Contain any batters wholly within the proposed development site. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).

ENG39. Design and construct all retaining walls and associated footings in accordance with AS4678 Earth Retaining Structures and without encroachment onto adjoining properties or public land.

EARTHWORKS

ENG40. Submit to Council, detailed engineering drawings and information with the Operational Work application including, but not limited to the following:

- a) long and cross sections of proposed cut/fill and retaining walls as applicable;
- b) existing and proposed surface levels;
- c) proposed drainage works to accommodate existing overland flows;
- d) proposed haulage route(s) that will be used; and
- e) details identifying the source/disposal site(s) for material imported/exported. The site(s) must have a current development approval enabling them to export/accept any material.

ENG41. Obtain Council approval for the haulage truck sizes and the final haul route(s) prior to commencement of any approved works.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG42. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG43. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE

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

ADV2. The general environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance cause by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the premises during all stages of the development, including earthworks, construction and operation.

ADV3. Where dangerous goods are stored on site, compliance with *Queensland Work Health and Safety Act 2011* is required at all times.

ADV4. The Department of Agriculture and Fisheries issued an Environmental Authority (Permit Number: 2021-28) pursuant to the *Environmental Protection Act 1994* that takes effect once the development application is approved (See Attachment A).

ADV5. This approval includes a concurrence agency response with conditions from the Department of State Development, Infrastructure, Local Government and Planning – Reference: 2109-24865 SRA and dated 14 December 2021.

ADV6. All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the “cultural heritage duty of care”). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsip.qld.gov.au.

ADV7. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

ADV8. The *Biosecurity Act 2014* includes a general biosecurity obligation on persons to prevent or minimise the impact of biosecurity risks.

ADV9. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

ADV10. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2023. Eligible development under this scheme is required to be completed by 31 December 2023.

For further information or application form please refer to the rules and procedures available on Council's website.

RESOLUTION 2022/486

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

Procedural Motion

That the matter lay on the table.

In Favour: Crs Brett Otto, Kathy Duff, Danita Potter and Scott Henschen

Against: Cr Gavin Jones and Cr Kirstie Schumacher

CARRIED 4/2

10 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS

10.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PRE LODGEMENT DEVELOPMENT APPLICATION MEETINGS POLICY - STRATEGIC031

File Number: 25-Oct-2023
Author: Coordinator Corporate
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 as presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023.

SUMMARY

7.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PRE LODGEMENT DEVELOPMENT APPLICATION MEETINGS POLICY - STRATEGIC031

COMMITTEE RESOLUTION 2023/1

Moved: Cr Kirstie Schumacher
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 be adopted as presented.

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

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Pre-Lodgement Development Application Meetings Policy – Strategic031 be adopted as presented.

BACKGROUND

Presented at the Liveability, Governance & Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS

- 1. South Burnett Regional Council Pre Lodgement Development Application Meetings Policy - Strategic031**



POLICY CATEGORY - NUMBER: Strategic031
POLICY OWNER: Environment & Planning
ECM ID: 2957759
ADOPTED:

Pre-Lodgement Development Application Meetings Policy

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

Table of Contents

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

1. POLICY STATEMENT

This policy identifies protocols for pre-lodgement development application meetings (pre-lodgement meetings) to ensure probity, and awareness of roles and responsibilities of applicants and Council representatives.

South Burnett Regional Council ('Council') has an obligation to ensure that the exercise of its regulatory power is carried out consistently and without bias.

2. SCOPE

This policy applies to all Council employees involved in organising and undertaking pre-lodgement meetings for development applications as per Council’s Planning Scheme.

This policy does not apply to development approvals for building works.

3. GENERAL INFORMATION

3.1. Pre-Lodgement Meeting

A pre-lodgement meeting is between a prospective applicant and Council’s development staff to discuss a development proposal prior to the formal lodgement of a development application.

The meeting provides a prospective applicant with the opportunity to discuss and receive feedback from Council employees on the technical aspects of a development proposal following a preliminary assessment of submitted plans and documents.

A pre-lodgement meeting is not a substitute for independent professional advice or a comprehensive due diligence process.

3.2. Meeting Participants

Meeting participants will include the prospective applicant and their consultant/s, development staff and as required, specialist Council employees and/or state referral agencies.

Monthly reporting of the number and location of pre-lodgement meetings will be made to keep senior management and Councillors informed of prospective developments.

3.3. Development generally not Suitable for a Pre-lodgement Meeting

Council will not generally offer pre-lodgement meetings for the types of development listed below:

- dwelling houses (including structures like sheds, extensions, carports and secondary dwellings);
- dual occupancies (includes auxiliary units);

- minor Reconfiguring a Lot development applications (one lot into two or three lots, boundary realignments);
- home-based businesses; and
- advertising devices.

These types of development are generally treated as planning and development enquiries and advice can be provided by phone, email, or in person.

3.4. Purpose of Pre-Lodgement Meetings

Pre-lodgements meetings are intended to support the proposed applicant prior to lodging a development application. This support does not replace the professional town planning advice that should be sought by the proposed applicant but intends to reduce the potential for further information requests during assessment of the development application.

Pre-lodgement meetings are generally intended to:

- confirm applicable Council development requirements in the South Burnett Regional Planning Scheme;
- confirm infrastructure charging policy and methodology;
- identify Council information requirements and additional technical studies that are required to be lodged with the development application;
- confirm the level of assessment and any approvals required;
- confirm the need for the development application to be referred to SARA or other agencies;
- identify potential design, engineering, environmental and landscaping issues that will need to be addressed based on a preliminary assessment of submitted information;
- explore possible solutions to identified issues;
- provide feedback to applicants regarding proposed solutions to identified issues;
- respond to queries raised by applicants regarding a potential development application;
- provide clarity about the assessment process and typical timeframes;
- assist in expediting the assessment process, through the lodgement of a comprehensive development application;
- provide an indication of the appropriateness of the proposal; and
- provide accurate, reliable, constructive advice.

Pre-lodgement meetings are generally not intended to:

- Provide a detailed assessment of the development proposal;
- Provide calculation of infrastructure charges;
- Indicate the likely outcome of the ensuing assessment process;
- Provide a detailed compliance audit of the development proposal against applicable planning scheme codes or other Council policy instruments;
- Speculate Council's view on specific issues should such issues be raised subsequently in public submissions; or
- Provide feedback on development proposals other than that development proposal for which the meeting was requested.

A pre-lodgement meeting is not intended to determine development application outcomes or pre-empt referral agency assessment outcomes, as a final determination can only be made following lodgement of a development application.

It is important to note that issues not identified at pre-lodgement meetings may still emerge during the consideration of a development application once it has been lodged.

Pre-lodgement meetings are intended to provide guidance and advice to streamline the development application assessment process, and help with questions regarding land uses, development

proposals, planning and engineering matters including infrastructure, and preparing well-made development applications.

Given pre-lodgement meetings are a free service, meeting minutes are generally not supplied following the pre-lodgement meeting. However, applicants will be encouraged to take their own meeting notes.

3.5. Requesting a Pre-lodgement Meeting

Prior to requesting a pre-lodgement meeting, the prospective applicant should first contact Council’s development staff to discuss the proposal and to confirm whether a pre-lodgement meeting is necessary.

If it is determined that a pre-lodgement meeting should take place, the perspective applicant is required to complete a Council Pre-lodgment Meeting Request Form. The form is to be accompanied by proposal plans drawn to scale with scale clearly marked, and must show the location of all physical structures, such as buildings and landscaping, and site features, such as pathways and topographical features and any other relevant material. The form can be accepted by via email, post or in person at a Council Service Centre.

If the Council Pre-lodgment Meeting Request Form is deemed to be incomplete, contact will be made with the prospective applicant requesting the information required.

Following receipt of a completed Council Pre-lodgment Meeting Request Form, the prospective applicant will be contacted within two (2) business days to schedule a meeting to be held generally within ten (10) business days, subject to the availability of Council’s development staff. Fees

Council provides this service at no cost to prospective applicants.

4. DEFINITIONS

Business Day means a day that is not a Saturday, a Sunday or a public holiday in Council and commences the day after contact with Council.

Council means South Burnett Regional Council.

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

Council representative means all Councillors and Council employees including permanent, casual and temporary employees, apprentices, trainees, contractors, volunteers, and work experience students.

5. LEGISLATIVE REFERENCE

Nil

6. RELATED DOCUMENTS

Nil

7. NEXT REVIEW

As prescribed by legislation or November 2024

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

10.2 ADOPTION OF COUNCIL'S ANNUAL REPORT 2022/2023

File Number: 25-10-2023
Author: Executive Assistant
Authoriser: Chief Executive Officer

PRECIS

Adoption of Council's Annual Report 2022/2023

SUMMARY

Pursuant to Section 182 of the *Local Government Regulation 2012*, Council is required to prepare an Annual Report which contains audited financial statements, statutory information as required by legislation well as an assessment of Council's performance in implementing its Corporate and Operational Plans.

The Annual Report 2022/2023 is Council's report card to our community and stakeholders on our performance, achievements, and planned outcomes. It reveals Council's strategic and financial positions, and it details Council's performance in meeting the strategic priorities outlined in Council's Corporate Plan.

OFFICER'S RECOMMENDATION

That Council adopt the South Burnett Regional Council 2022/2023 Annual Report for the period 1 July 2022 to 30 June 2023.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from the production of Annual Report. Considerable staff time goes into the production of the document which is produced in-house within Council.

The Annual Report provides detailed information on financial performance.

LINK TO CORPORATE/OPERATIONAL PLAN

The annual report links to all areas of the Corporate and Operational Plan.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Contributions were sourced from the Mayor, the Senior Leadership Team (Chief Executive Officer, General Managers and Managers) and senior officers. The Financial report and statements were presented to the External Auditors with feedback received incorporated into the draft report. Internal consultation was undertaken with the Senior Management Team and Councillors with the Chief Executive Officer the final approval for the draft report to be presented to Council for adoption.

A hard copy of the draft will be provided to all Councillors prior to the meeting.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council's Annual Report has been compiled in accordance with the *Local Government Act 2009* and pursuant to Section 182 of the *Local Government Regulation 2012* the Council must prepare and adopt an annual report.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report which have not been identified.

REPORT

Pursuant to Section 182 of the *Local Government Regulation 2012*, Council is required to prepare an Annual Report which contains audited financial statements, statutory information as required by legislation well as an assessment of Council's performance in implementing its Corporate and Operational Plans.

The Annual Report 2022/2023 is Council's report card to our community and stakeholders on our performance, achievements, and planned outcomes. It reveals Council's strategic and financial positions, and it details Council's performance in meeting the strategic priorities outlined in Council's Corporate Plan.

ATTACHMENTS

Nil

10.3 KINGAROY DEPOT FUEL BOWSER REPLACEMENTS**File Number:** 11/09/2023**Author:** Manager Facilities and Parks**Authoriser:** Chief Executive Officer**PRECIS**

Kingaroy Depot Fuel Bowser Pumps Replacements

SUMMARY

The Diesel Fuel Bowser Pumps at Kingaroy Depot need replacing as the pumps have reached their life expectancy where replacement parts can no longer be sourced.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Replace the 3 Diesel Bowsers at Kingaroy Depot; and
2. The new project to be funded by reallocation of \$50,000 from the 23/24 capital works project Nanango Railway Lane House Reroofing to Kingaroy Depot Bowser replacement.

FINANCIAL AND RESOURCE IMPLICATIONS

An approximate cost of \$50,000 would be required to replace all three Diesel bowers. Costs include three bowers, freight and installation. There would also be a need for a specialised technician from Data Fuel in Sydney to be on site to program the new bowers to synchronise the communications system to Council's Fuel Management System Data Fuel. The specialist costs include labour, travel and accommodation.

Council's Manager for Facilities and Parks proposes that the reroofing of Nanango Railway Lane House Capital Works project for 23/24 to be deferred to 24/25 financial year as the roof damage is being assessed under an insurance claim.

Nanango Railway Lane House Reroofing 23/24 capital works project has an allocation of \$100,000. Propose to reallocate \$50,000 from this project to Kingaroy Depot Bowser replacement.

LINK TO CORPORATE/OPERATIONAL PLAN

No direct link to Corporate/Operation Plan

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council officers have discussed the browser ongoing maintenance issues and need for replacement. Council officers have discussed supplier timeframes for shipment, delivery and installation with each potential supplier.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct link Legal Implications (Statutory Basis, Legal Risks)

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct link to Policy/Local Law Delegation Implications

ASSET MANAGEMENT IMPLICATIONS

Replacement of fuel bowers meets Council's Asset Management Policy requirements.

REPORT

The diesel fuel bowzers at the Kingaroy Depot have been experiencing significant issues with their functionality. There have been instances whereby only one pump out of the three has been operational, which has caused considerable stress and congestion within the depot especially in the afternoons when trucks and light vehicles are trying to fill up for next day works. Works did occur where parts from one bowser were used to get the other two bowzers functional.

Council has been informed that the pumps have reached their life expectancy and replacement parts are no longer able to be sourced.

Along with the three diesel bowzers, Council has a ULP (Unleaded Petrol) bowser which is still functional with no issues as its usage is far less than the diesel bowzers.

Due to supplies of new bowzers in Australia being limited, most stock is imported into the country from the United States of America. Because of this, Council’s Procurement team have sourced quotes from two supply and installation distributors of the Gilbarco pumps - Lennon and 2KEN Fuel. There are several different styles and functions to a bowser and with the assistance from the Coordinator Plant and Fleet, a review was conducted and narrowed down to two different types of bowzers suitable to Councils application.

Kingaroy Depot – Fuel Bowser Replacement		
Company: 2KEN Fuel Maintenance		
Quote	Description	Price
QU-0074	Supply and Install 3 Gilbarco Frontier Single HiFlow Bowzers	\$55,693.00
QU-0075	Supply and Install 3 Enduro HiFlow Single Hose Bowzers	\$42,878.00
Company: Lennon Engineering & Construction Pty Ltd		
Quote	Description	Price
3627	Supply and Install 1 Master MMR80P Dual Hose Suction Pump/Bowser & 1 Master MR80P Single Hose Suction Pump/Bowser	\$37,363.70
3628	Supply and Install 2 Endura single hose HiFlow Bowser	\$25,915.45
*Lennon Engineering will need to provide an update Quote as current quotes are only for two bowzers not three.		

The ENDURA model is more suitable to Council needs. The FRONTIER model is very retail focussed with extras that Council do not require from a commercial perspective.

There is a considerable lead time on Gilbarco products (up to six months) but there is a shipment coming in November and it would be ideal to secure our bowzers in this shipment otherwise we could have a lengthy lead time and there are concerns the current bowzers won’t last that long.

ATTACHMENTS

1. **2KEN Fuel Maintenance - Quote 0074**
2. **2KEN Fuel Maintenance - Quote 0075**
3. **Information Booklet - Frontier Fuel Bowser**
4. **Lennons Engineering - Quote 3627**
5. **Lennons Engineering - Quote 3628**
6. **Datasheet - Endura Fuel Bowser**



QUOTE

KINGAROY COUNCIL

Date
18 Sep 2023

Expiry
18 Oct 2023

Quote Number
QU-0074

Reference
PEPLACE BOWSERS

ABN
86 318 489 716

2KEN FUEL
MAINTENANCE
208 Lowood Minden Rd
TARAMPA QLD 4311
AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
QUOTE TO TRAVEL TO SITE SUPPLY AND INSTALL 3 BOWSERS SCOPE OF WORKS ; DISCONNECT ELECTRICAL FROM 3 X BOWSERS MAKE SAFE REMOVE 3 BOWSERS INSPECT LINES UNDER BOWSERS INSTALL 3 X NEW GILBARCO FRONTIER SINGLE HIFLOW BOWSERS RECONNECT ELECTRICAL AND COMMISSION TO DATA FUEL SYSTEM CHECK CALIBRATION ON ALL HOSES SERVICE EXISTING BOWSER AND CHECK OPERATION				
TRAVEL /ACCOM /MEALS	1.00	1,540.00	10%	1,540.00
PARTS AND MATERIALS	3.00	14,500.00	10%	43,500.00
LABOUR	16.00	240.00	10%	3,840.00
ELECTRICAL	1.00	1,750.00	10%	1,750.00
P KENNEDY BSB 484799 ACC 203865371				
			Subtotal	50,630.00
			TOTAL GST 10%	5,063.00
			TOTAL AUD	55,693.00

Terms

A DEPOSIT OF \$ 40,500 WILL NEED TO BE PAID ON ACCEPTANCE OF THIS QUOTE TO ORDER 3 X BOWSERS AT THIS STAGE IF PAID FOR AND ORDERD IMMEDIATELY CAN GET WITH STOCK ARRIVING NOVEMBER IN BRISBANE OTHERWISE WAIT COULD BE MIN TIME 12 TO 16 WEEKS DEPENDING ON STOCK ALL PARTS AND MATERIALS REMAIN THE PEOPERTY OF 2 KEN FUEL UNTILL PAID FOR IN FULL THANK YOU



QUOTE

KINGAROY COUNCIL

Date
21 Sep 2023

Expiry
21 Oct 2023

Quote Number
QU-0075

Reference
DIESEL PUMP
REPLACEMENT

ABN
86 318 489 716

2KEN FUEL
MAINTENANCE
208 Lowood Minden Rd
TARAMPA QLD 4311
AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
TRAVEL TO SITE REMOVE 3 X DIESEL BOWSERS INSTALL 3 X NEW ENDURO HIFLOW SINGLE HOSE BOWSERS AND COMMISSION TO DATA FUEL CONTROL UNIT				
NOTE ; ELECTRICAL TO BE DONE BY OTHERS				
TRAVEL /ACCOM /MEALS	1.00	1,540.00	10%	1,540.00
LABOUR	16.00	240.00	10%	3,840.00
PARTS AND MATERIALS	1.00	31,500.00	10%	31,500.00
FRIEGHT	1.00	2,100.00	10%	2,100.00
P KENNEDY BSB 484799 ACC 203865371				
ALLOW PUMPS ARRIVAL MID DECEMBER IF ORDERED AND PAID FOR BEFORE 4 /9/23 THANK YOU				
			Subtotal	38,980.00
			TOTAL GST 10%	3,898.00
			TOTAL AUD	42,878.00

Terms

A DEPOSIT OF \$33,600 WOULD HAVE TO BE PAID ON ACCEPTANCE OF QUOTE TO ORDER BOWSERS AND FRIEGHT WITH THE BALANCE TO BE PAID WITHIN 7 DAYS OF COMPLETION OF WORKS THANK YOU



FRONTIER

Single and twin product dispensing range for retail and commercial applications

- ✓ **Reliable**
- ✓ **Flexible and adaptable**
- ✓ **Value for money**

Commercial and industrial fuel dispensing solutions



FRONTIER FUEL DISPENSER

Single and twin product dispensing range for retail and commercial applications

Compact and robust, the Frontier Europe is designed for optimum strength. Features strong hydraulics for operations in extreme environments, with complete flexibility on different flow rates and configurations.

The Frontier Europe is also bio-fuel and ethanol compatible, secure and has a proprietary interface and meter encoder. The perfect solution for both retail and commercial applications.



✓ **Reliable**

The Frontier dispenser offers a quality construction with a robust structure for optimum strength. Powder coated, galvanised steel metal panels protect the dispenser against all weather conditions and scratches. We ensure durability of our products by using best in class components across all of Gilbarco Veeder-Root's dispenser ranges, along with Elaflex hoses and nozzles.

✓ **Flexible and adaptable**

The Frontier dispenser offers complete flexibility with different flow rates, hose configurations and bio-fuels compatibility. With proven, state-of-the-art electronics it supports all leading communication protocols and is compatible with most Fleet Management systems and Gilbarco Veeder-Root's V Meter and Ecometer. It also offers ATC, VR, EVR, Ultra High Flow, Biofuels and satellite connection.

✓ **Value for money**

The Frontier dispenser uses a secure, proprietary interface and meter encoder for additional security. With ergonomic hose management, superior integrated and backlit display along with ease of maintenance, the Frontier dispenser offers ease of handling and low total cost of ownership.

Technical Specifications

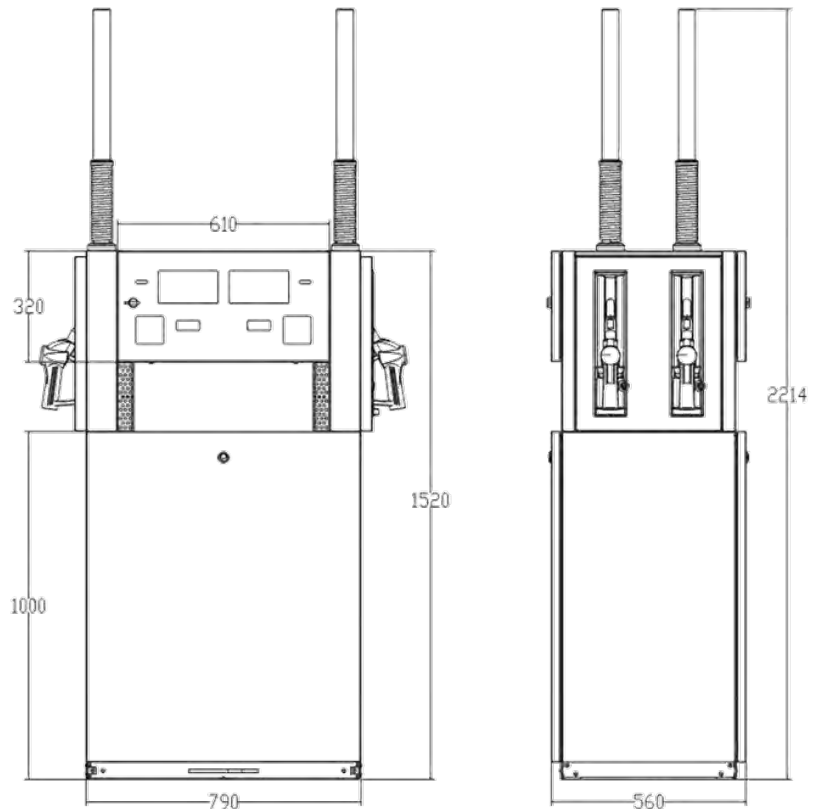
Standard features

- 1 or 2 Grade with up to 4 hoses and 4 displays (2 fuelling positions)
- Combi LCD displays with LED and dedicated PPU's
- Petrol, Diesel, E15 and Biodiesel (100%)
- Gilbarco pumping unit and piston meter with e-calibration
- Powder coated galvanised steel
- Elaflex hanging hardware
- Pipe hook
- Stainless steel cover around nozzle boot
- Secure Interface Pulser

Options

- High flow (70 lpm) and ultra high flow (120 lpm)
- 40/70 speed select button
- Low temperature hose and nozzles
- Optional heater for below -20°C
- Stainless steel hose mast and front panels
- Enhanced corrosion protection
- E85
- 10 button cash protection and volume preset keypad
- Ecometer
- Vapour recovery and monitoring
- Automatic temperature compensation
- Satellite connection for ultra high flow models
- Nozzle boot locks
- 7 digit electro mechanical non-resettable totalisers
- Volume display for commercial sites

FRONTIER	
Motor 3 phase:	400V, 50Hz/ 60Hz
Motor 1 phase:	220V-240V, 50Hz/60Hz
STP:	230V, 50Hz/60Hz, max. Load Current 1A
Meter:	Positive displacement meter with electronic calibration
Electronics:	Gilbarco Apollo
Communication protocols:	Supports IFSF, 2-Wire, Pumalan, ER3, ATCL and multiwire protocols
Power failures:	15 minute display hold in case of power failure
Environmental:	-20°C to +40°C, (down to -40°C)
Approvals:	ATEX, MID and CE
Flow rate:	40 lpm





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Our 150 years' experience in the fuelling industry means we understand your business' fuelling needs better than anyone else.

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305 Tingira st, Pinkenba QLD 4008
 PO BOX 91, Pinkenba QLD 4008
 Ph: (07) 3216 4166
 24hr Service 1300 536 666
 E: accounts@lennonengineering.com.au
 E: service@lennonengineering.com.au
 ABN: 15 612 130 597

CUSTOMER QUOTATION NO. 3627

Date:	09/08/2023
Quote No:	3627
Site:	Kingaroy Council Works Depot
Site Address:	2 Ivins Street Kingaroy QLD 4610
Valid Until:	08/09/2023

Louise Reidy
 South Burnett Regional Council
 PO Box 336
 KINGAROY Queensland 4610

Description

Estimated price to supply and install New Fuel Pump options.

Pricing provided for a Dual and Single option.

Site labour is estimated only and based on pipe work and electrical is still in good working order and will meet the required standards for use.

Summary	
Bowser Replacement	\$33,967.00
Sub-Total ex GST	\$33,967.00
GST	\$3,396.70
Total inc GST	\$37,363.70

Bowser Replacement

Dual Hose Bowser, Installation & Equipment

Master MMR80P Dual Hose Suction Pump

- Product ID: **DIESEL/DIESEL**
- 2 x 80lpm outlets
- Single Sided Commercial Displays
- 2 x 5m unapproved Hoses
- 2 x Himasts
- 2 x ZVA Hi-Flow nozzles
- 2 x Nozzle holders mounted on the unit
- Compac protocol
- White Electro Galvanised Steel cabinet

Item	Quantity	Unit Price	Total
MMR80P Dual Hose Pump	1.00	\$16,500.00	\$16,500.00
Consumables	1.00	\$708.50	\$708.50
Labour			\$1,680.00
Sub-Total ex GST			\$18,888.50

Single Hose Bowser, Installation & Equipment

Master MR80P Single Hose Suction Pump

- **Product ID: DIESEL**
- 1 x 80lpm outlet on LHS or RHS
- Single Sided Commercial or Retail Display
- 1 x 5m Unapproved Hose
- 1 x Himast



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CUSTOMER QUOTATION NO. 3627

- 1 x High Flow ZVA nozzle
- 1 x Nozzle holder mounted on the unit
- White powder coated electro galvanised Steel cabinet
- Compac protocol

Item	Quantity	Unit Price	Total
Master MR80P Single Hose Suction Pump	1.00	\$10,725.00	\$10,725.00
Consumables	1.00	\$377.00	\$377.00
Labour			\$1,200.00
Sub-Total ex GST			\$12,302.00

Installation

Item	Quantity	Unit Price	Total
Vehicle Charge	630.00	\$1.55	\$976.50
Accommodation & Meals	2.00	\$300.00	\$600.00
Labour			\$1,200.00
Sub-Total ex GST			\$2,776.50

Thank you.	Sub-Total ex GST	\$33,967.00
	GST	\$3,396.70
	Total inc GST	\$37,363.70

1. Definitions and Interpretation

- 1.1 Where a term in this Contract refers to a item provided by the Quote, the term has the meaning provided by the Quote unless context otherwise requires.

Accepted Quote means the Client accepting a Quote, including by issuing a purchase order to the Contractor.

Business day means a day that is not a Saturday, Sunday or public holiday where the Works are being performed.

Commencement Date means the date specified in the Quote as may be adjusted pursuant to these terms.

Completion means when the Works are complete except for minor Defects which do not prevent the use of the Works for their intended purpose.

Consequential Loss means any direct or indirect:

- a) increased cost, delayed revenue, increased overhead or loss of income, profit, business, contract, production, opportunity, use, goodwill, or anticipated savings; or
- b) other economic loss,

whether present or future, fixed or unascertained, actual or contingent.

Contract means the agreement comprised of the Quote, the Accepted Quote and these terms and conditions.

Contractor means Lennon Engineering & Construction Pty Ltd unless another entity is identified in the Quote.

Contractor's Design Obligations means the design of the elements of the Works identified in the Quote (if any).

Contract Price means the amount specified in the Quote and any other moneys payable by the Client under this Contract.

Date for Completion means the 'Date for Completion' stated in the Quote, as may be adjusted pursuant to this Contract.

Defect includes a non-conformance or omission but does not include defects, errors, non-conformance or omissions that are minor or cosmetic in nature.

Defects Liability Period means the period of six (6) months following the date the Works achieve Completion.

Direction includes any Contract, approval, assessment, authorisation, certificate, decision, demand, determination, explanation, instruction, notice, order, permission rejection, request or requirement by the Client to the Contractor in respect of the Goods or the performance of the Works the subject of the Contract.

Force Majeure means any:

- a) act of God;
- b) outbreak of hostilities, riot, civil disturbance or acts of terrorism;
- c) the act of any government or authority (including refusal or revocation of any licence or consent) where the said act is not a result of some neglect or default on the part of the relevant party;
- d) default of contractors or independent contractors; and
- e) any cause or circumstance whatsoever (except financial difficulties or lack of funds) beyond the reasonable control of the relevant party.

Goods means any equipment or goods supplied by the Contractor to the Client.

GST has the meaning given in *A New Tax System (Goods and Services) Act 1999* (Cth).

Intellectual Property Rights means any intellectual or industrial property including without limitation:

- a) any patent, trade mark or service mark, copyright, design, business name, trade secret or confidential information, including any application for those rights; or
- b) any licence or other right to use or grant the use of any of them or to be the registered proprietor or user of any of them.

Legislative Requirement includes:

- a) Acts, ordinances, regulations, by-laws, orders, awards and proclamations of the Commonwealth and the State or Territory;
- b) codes, standards, certificates, licences, consents, permits, approvals and requirements of organisations having jurisdiction in connection with the carrying out of the Works, including the requirements of any authority, and the requirements of any approvals;
- c) Australian Standards and any other relevant standards, as amended, replaced or updated from time to time;
- d) the Codes of Practice of the State or Territory and other appropriate codes for the construction industry, as amended, replaced or updated from time to time;
- e) OHS Legislation; and
- f) fees and charges payable in connection with the foregoing.

OHS Legislation means the OHS legislation in force as at the date of this Contract in the following Australian jurisdictions, or its equivalent, updated or replacement legislation:

- a) where the Works are carried out in Queensland, the *Work Health and Safety Act 2011* (Qld) and the *Work Health and Safety Regulation 2011* (Qld); and

- b) where the Works are carried out in New South Wales (NSW), the *Work Health and Safety Act 2011* (NSW) and the *Work Health and Safety Regulation 2017* (NSW);

- c) where the Works are carried out in Victoria, the *Occupational Health and Safety Act 2004* (Vic) and the *Occupational Health and Safety Regulations 2017* (Vic).

PPSA means the *Personal Properties Securities Act 2009* (Cth).

PPSR means the Register created by the PPSA.

Quote means the Contractor's quote, which these terms and conditions form part of.

Related Entity has the meaning provided by the *Corporations Act 2001* (Cth).

Site means the location for the delivery of the Goods and any other locations where the Works are performed as set out in the Quote.

Variation means a Direction by the Client to the Contractor to:

- a) increase, decrease or omit any part of the Works;
- b) change the character or quality of the Works;
- c) carry out additional Works;
- d) change the levels, lines, positions or dimensions;
- e) demolish or remove Work no longer required by the Client;
- f) change the method, program or timing for performance of the Works;
- g) a change required by an authority or an approval; or
- h) a change in a Legislative Requirement which occurs within 14 days of the date of the Quote.

Works means the work performed by the Contractor as required to complete the work and the supply of the Goods specified in the Quote.

- 1.2 In this Contract:

- a) headings are inserted for convenience only and do not affect the interpretation of this Contract
- b) the singular includes the plural and the plural includes the singular;
- c) a gender includes all other genders; and
- d) no rule of interpretation shall apply to a clause to the disadvantage of a party merely because that party put forward the clause or would otherwise benefit from it.

2. Contract

- 2.1 The Contract constitutes the entire agreement between the parties in respect of the Works and the Contract supersedes all previous contracts, undertakings and communications, whether written or oral, relating to the subject matter of the Contract.

- 2.2 The Contract may be varied only by written instrument executed by both parties.

- 2.3 The Contract may be executed in counterparts and all of those counterparts taken together constitute one and the same instrument.

- 2.4 Except as provided at law or in equity or elsewhere in the Contract, none of the terms of the Contract shall be varied, waived, discharged or released, except with the prior written consent of the parties.

- 2.5 The Client will pay the Contractor all amounts calculated in accordance with this Contract.

- 2.6 Both parties warrant and agree that:

- a) they have the right, power and authority to enter into and perform their respective obligations in accordance with this Contract;
- b) all corporate and other necessary action has been taken by each of them to authorise the signing and performance of this Contract;
- c) the obligations under taken by it and set out in this Contract are enforceable against it prior to the commencement of Works, the Contractor reserves the right to cancel any Works if there are unforeseen circumstances that prevent the Contractor from fulfilling that work. The Contractor will make those reasons known to the Client at the time of cancelling;
- d) where the Client comprises more than one entity, all entities (including trusts and trustees) are joint and severally liable for the acts and omissions of the Client.

- 2.7 The Client warrants that the Client's Representative:

- a) has the authority to issue directions on behalf of the Client and to bind the Client;
- b) will be available throughout the duration of the Works and the Contract;
- c) will promptly and reasonably respond to requests by the Contractor and notices from the Contractor; and
- d) may only be replaced with the Contractor's consent.

3. Deposit

- 3.1 The Client must pay the Deposit at the time of entering this Contract.

- 3.2 Payment of the Deposit in full to the Contractor is a condition precedent to the Contractor being required to carry out any obligation pursuant to this Contract.

4. Client warranties

- 4.1 The Client warrants that:
- a) it has carefully examined all documents and other information furnished by the Contractor relating to the performance of the Works and to have fully satisfied itself of all conditions, risks, contingencies and other circumstances which might affect the performance of the Works including conditions at the Site;
 - b) all documents provided by the Client to the Contractor in respect of this Contract, including the Drawings and Specifications, and the Works are accurate, correct and complete;
 - c) the Client is responsible for all errors, ambiguities, omissions and discrepancies in the documents and information the Client is responsible for pursuant to clause 4.1 above and there shall be a deemed Variation for any additional work or cost required to address such matters.
- 4.2 The Client is responsible for all errors, ambiguities, omissions and discrepancies in the documents and information the Client is responsible for pursuant to clause 4.1 above and there shall be a deemed Variation for any additional work or cost required to address such matters.

5. Contractor's warranties

- 5.1 The Contractor warrants that:
- a) the Works will be performed in accordance with all Legislative Requirements;
 - b) the Works will be carried out in a proper and tradesmanlike manner;
 - c) unless otherwise agreed, the materials supplied by the Contractor will be suitable, new and free of Defects.
- 5.2 The parties acknowledge and agree that the Contractor may engage a builder or head contractor to carry out the Works and that the Contractor is not a licensed builder or contractor in its own right.
- 5.3 The Contractor will to the extent available at law, provide the Client with the benefit of any warranties from third parties in respect of the Goods supplied pursuant to this Contract. The Contractor shall have no other obligation or liability to the Client in respect of the Goods (including any Defect in the Goods) following Completion.
- 5.4 The Client may request the Contractor to investigate and identify if there is any Defect in the Goods. In such case the Client agrees to pay the Contractor's costs of carrying out such investigation and repair (including but not limited to travel, labour, accommodation, parts and materials).

6. Contractor's Design

- 6.1 The Client is exclusively responsible for the design of the Works (including specifying the Goods), except to the extent the Quote provides the Contractor is to carry out 'Contractor's Design Obligations'.
- 6.2 In respect of the Contractor's Design Obligations:
- a) the parties acknowledge and agree that the Contractor will engage a subcontractor or consultant (as selected by the Contractor) to carry out the Contractor's Design Obligations and the costs incurred by the Contractor forms part of the Contract Price;
 - b) the Contractor's Design Obligations are to be carried out with reasonable care, skill and diligence for a designer providing a design of that type.
 - c) the Contractor shall provide the Client with a copy of the design documents prior to carrying out the Works detailed in those designs. The Client shall then either approve those design documents in writing or notify the Contractor of the respects in which the design documents do not comply with the Contract.
 - d) Once approved, the Client may only change the design documents by directing a Variation.

7. Site Access

- 7.1 The Client must provide the Contractor with unimpeded and uninterrupted access to the Site to enable the Works to be carried out.
- 7.2 The Client is responsible for obtaining any necessary approvals or consents from neighbours or adjoining owners to the Site required for the Works to be carried out.
- 7.3 If the Client fails to grant the Contractor unimpeded and uninterrupted access to the Site as required by clause 7.1 any costs incurred by the Contractor as a result of the failure to provide access, shall be a deemed Variation.
- 7.4 The Client and its invitees may access the Site after notifying the Contractor's Representative. The Client and its invitees must comply with the Contractor's directions in respect of safety in accessing the Works and must not damage or interfere with the Works in accessing the Site.

8. Latent Conditions

- 8.1 Latent conditions (**Latent Conditions**) are physical conditions on, above, below or about the Site, including contamination, which differ materially from the physical conditions which should reasonably have been anticipated by a competent contractor at the time of execution of the Contract if the Contractor had:
- a) examined all information provided by the Client (which is to include geotechnical reports and contamination investigations) to the Contractor for the purpose of tendering; and
 - b) reviewed the Site for things above the surface of the Site.
- 8.2 The Contractor, upon becoming aware of a Latent Condition while carrying out the Works, shall promptly, and where possible before the Latent Condition is further disturbed, give the Client written notice of the general nature thereof.
- 8.3 After giving the notice under clause 8.2, the Contractor shall, as soon as practicable, give the Client a written statement of:
- a) the Latent Condition encountered and the respects in which it differs materially;
 - b) the additional work, resources, time and cost which the Contractor estimates to be necessary to deal with the Latent Condition; and
 - c) other details reasonably required by the Client's Representative.
- d) following which it shall be a deemed Variation, and priced in accordance with clause 18.4 of this Contract.

9. Accommodation and Transportation

- 9.1 If specified in the Quote, the Client is responsible for:
- a) the cost of any accommodation of the Contractor's employees, agents, consultants or subcontractors; and
 - b) the cost of any transportation of the Contractor's employees, agents, consultants or subcontractors.

10. Commencement and Completion

- 10.1 Clauses 10.2 and 10.3 apply if the Quote specifies a Commencement Date and Completion Date.
- 10.2 Subject to the Contractor being granted access to the Site in accordance with clause 7, the Contractor will commence the Works on the Commencement Date.
- 10.3 The Contractor will complete the Works by the Date for Completion.
- 10.4 Upon achieving Completion, the Contractor must notify the Client that it considers Completion has been achieved and the date it considers Completion was achieved. Upon receiving such notice the Client must inspect the Works and within five (5) Business Days either issue a notice confirming Completion has been achieved, or detail reasons why Completion has not been achieved. If the Client issues a notice advising that Completion has not been achieved, the Contractor must attend to those items and then issue a further notice advising Completion has been achieved, in which case the parties must again comply with this clause.
- 10.5 Unless another rate is agreed by signed and written agreement prior to Quote acceptance, in the event Completion is not achieved by the Date for Completion, the Contractor shall pay the Client liquidated damages in the amount of \$1.00 per day for each day between the Date for Completion and the date Completion is achieved or this Contract comes to an end (whichever is the earlier). Such liquidated damages are the Client's exclusive remedy for delay.

11. Extensions of Time

- 11.1 This clause 11 applies if the Quote specifies a Date for Completion.
- 11.2 The Contractor is entitled to an extension of time for carrying out the Works, and to the Date for Completion, as reasonably decided by the Contractor if:
- a) the Works are delayed by a cause beyond the Contractor's reasonable control (for the avoidance of doubt, this includes a Variation, inclement weather, delays by the Client and by third parties); and
 - b) the Contractor gives the Client written notice claiming the extension of time within a reasonable time of the Contractor becoming aware of the cause of delay.
- 11.3 For every day the subject of an extension of time for a delay caused by a Variation or by the Client or a matter for which the Client is responsible, the Client shall pay the Contractor any costs, loss or expense that the Contractor incurs by reason of the delay.

12. Delivery of Goods

- 12.1 This clause 12 applies if the Contract includes the supply of Goods.
- 12.2 The Contractor will make all reasonable efforts to have the Goods delivered to the Client or its designated agent as agreed between the parties, but the Contractor shall not be liable for:
- a) any failure to deliver or delay in delivery for any reason;
 - b) any damage or loss due to unloading;
 - c) packaging; or

- d) except to the extent that such damage was caused by the negligent act or omission of the Contractor, damage to property caused upon entering premises to deliver the Goods.
- 12.3 Any costs incurred by the Contractor due to any failure by the Client to accept the Goods at time of delivery will be reimbursed by the Client to the Contractor.
- 12.4 Except as required by law, the Contractor will be under no obligation to accept Goods returned for any reason.
- 12.5 Risk in the Goods passes to the Client upon delivery (including all risks associated with unloading) or upon title in the Goods passing to the Client, whichever is the earlier.
- 13. Unfixed Items**
- 13.1 The Client is liable for any unfixed items (including unfixed Goods or plant and materials) upon those items being delivered to the Site.
- 13.2 The Contractor is entitled to payment for unfixed items (including unfixed Goods, plant and materials) and is also entitled to payment of any deposit the Contractor has had to pay in respect of Goods which are yet to be supplied.
- 14. Subcontracting**
- 14.1 The Contractor may enter into subcontracts for the performance of any of its obligations under this Contract.
- 14.2 The Contractor does not require the consent of the Client to subcontract.
- 15. Intellectual Property Rights**
- 15.1 The Contractor remains the owner or licensee (as the case may be) of all Intellectual Property Rights in the Works and the things developed by or on behalf of the Contractor to carry out the Works.
- 15.2 The Client must provide the Contractor with an irrevocable royalty-free licence to use any documents, designs or software provided by or on behalf of the Client in respect of the Works or the Site.
- 15.3 The Contractor grants to the Client a non-exclusive, non-transferable, royalty-free licence to use the Intellectual Property Rights associated with the Works and any documentation provided pursuant to the Contract to construct, maintain and repair the Works, but not for any other purpose.
- 16. Contract Price and Payment**
- 16.1 The Contract Price is to be calculated from the Quote, as may be adjusted pursuant to this Contract.
- 16.2 The Contractor is entitled to issue payment claims (in the form of a tax invoice) to the Client for all amounts payable under this Contract at the following times:
- on the last day of each month;
 - upon Completion;
 - upon this Contract coming to an end; and
 - upon the expiration of any Defects Liability Period.
- 16.3 The Client must pay any payment claim issued by the Contractor without setoff or deduction within 14 days from the date it receives the payment claim.
- 16.4 If the Client fails to make any payment to the Contractor by the due date the Contractor may, without prejudice to any other rights:
- charge interest at a rate of 15% per annum on the outstanding sum; and
 - suspend the performance of all or part of the Contractor's obligations under this Contract, at the Client's expense.
- 16.5 The Client shall indemnify the Contractor for, and pay upon demand, all costs and expenses incurred by the Contractor in recovering any moneys owed to the Contractor by the Client under this Contract (including but not limited to legal costs on a solicitor client basis).
- 16.6 The Client is not entitled to apply and set off, counter claim, backcharge, retentions or deductions from any tax invoice or any amount payable by the Client under this Contract unless approved in writing by the Contractor.
- 17. GST**
- 17.1 Unless stated otherwise, all amounts stated in this Contract exclude GST.
- 17.2 Where under the Contract a party is obliged to pay the other party an amount which excludes GST, the party will pay the total of the amount and any GST incurred by the other party in respect of the taxable supply in respect of which GST is payable.
- 17.3 The Contractor warrants that it is registered for GST and will remain registered for GST.
- 17.4 GST and other terms used in this clause have the meaning used in the GST Law.
- 18. Variations**
- 18.1 The Contractor must only vary the Works if directed by the Client or where a Variation is required to complete the Works in accordance with this Contract.
- 18.2 The Client may request a Variation in writing, in which case the Contractor must, as soon as is reasonable, either:
- agree to carry out the Variation by giving the Client a notice that states the effect the Variation will have on the work including whether any approval will be required for the Variation, the estimated cost of the Variation and the estimated impact on the Date for Completion. Such agreement may be provided after carrying out the Variation; or
 - refuse to carry out the Variation with reasons for such refusal.
- 18.3 The Contractor may issue a notice to the Client requesting a Variation. The notice must describe the Variation, the reasons for requesting it, the estimated cost of the Variation and the effect on the Date for Completion. The Client must then (acting reasonably) either approve or reject the Variation in writing, with reasons in the case of a rejection. Except where urgent Works are required, the Client must approve the requested Variation before the Works the subject of the Variation are performed.
- 18.4 The Variation shall be priced (and the Contract Price adjusted) by (in order of precedence):
- prior agreement;
 - if a rate is provided for in the Quote, that rate; and
 - the reasonable cost of carrying out the Variation, that amount plus a margin of 20% (except in the case of omissions), unless another rate has been agreed in writing.
- 19. Insurances**
- 19.1 Before commencing the Works the Contractor shall take out and maintain during the currency of the Contract the following policies of insurance and, if requested by the Client, provide the Client with evidence that it holds the following policies of insurance:
- for public liability, including liability arising from death, personal injury or loss of or damage to property, for an amount of not less than \$20 million in respect of any single occurrence;
 - for construction works insurance over the Works, for an amount not less than the Contract Price;
 - for workers' compensation insurance or employer's liability insurance as required by law; and
 - for motor vehicle third party insurance and motor vehicle third party property damage insurance for an amount not less than \$5 million in respect of any single occurrence.
- 20. Risk in the Works and Force Majeure**
- 20.1 Risk in the Site, including damage to the Site by third parties, shall remain with the Client at all times.
- 20.2 Subject to the excepted risks at clause 20.3 below, risk in the Works shall rest in the Contractor between the date the Contractor commences physical work at the Site and the earlier of the date Completion is achieved, the Contract is terminated or the Client uses the Works.
- 20.3 The Client at all times bears the risk of claims, loss, damage and expense arising from:
- any negligent act or omission of the Client or its officers, employees, agents or contractors (not being employed by the Contractor);
 - any risk excepted elsewhere in the Contract;
 - war, invasion, acts of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military or usurped power, martial law or confiscation;
 - radiation;
 - use or occupation of the Site or the Works by the Client or its officers, employees, agents or contractors;
 - defects in the Drawings and Specifications, documents or information provided by (or on behalf of) the Client to the Contractor; or
 - Force Majeure.
- 20.4 The Contractor will not be liable to the Client for any loss or damage suffered by the Client as a direct result of the Contractor (or its employees, officers, agents or subcontractors) to the extent the Contractor is unable to perform the Contract in the way agreed by reason of Force Majeure.
- 21. Cancellation**
- 21.1 Prior to the commencement of the physical Works on the Site, the Contractor may by written notice cancel this Contract and neither party shall have any Claim against the other, if there are circumstances which will adversely impact or prevent the Contractor from carrying out its obligations under this Contract

22. Defects Liability Period

22.1 Clause 5.3 shall apply to any Defects in the Goods. This clause 22 does not apply to Defects in the Goods.

22.2 Subject to clause 22.3, during the Defects Liability Period, the Contractor will (at its cost) rectify any Defect in the Works notified by the Client in writing to the Contractor, including any damage resulting from the Defect within a reasonable time of receiving such notice (having regard to the nature of the Defect and the location of the Site) and the Contractor having an opportunity to confirm that the notified defect is in fact a Defect.

22.3 Until such time that the Contractor agrees that there is a Defect in the Works, the Client will be responsible for all investigative works and other expenses (including but not limited to travel, labour, accommodation, parts and materials) incurred by the Contractor in investigating whether or not the notified defect is in fact a Defect for which the Contractor is responsible.

22.4 The Contractor shall carry out the rectification at times and in the manner determined by the Contractor and in a good tradesmanlike manner.

22.5 The Contractor shall have no liability to the Client for any Defect if the Contractor is not provided with an opportunity to inspect and rectify the Defect in accordance with this clause.

22.6 The Contractor shall have no liability for any Defect in the Works or for any breach of Contract after the expiration of the Defects Liability Period.

23. Notices

23.1 A notice will be deemed to have been given and received:

- a) if hand delivered, on the date of actual receipt;
- b) if posted by pre-paid mail, three (3) days after posting; or
- c) if sent by email, once sent unless:
 - i. the sender receives notice that the email transmission has been unsuccessful or could not be delivered;
 - ii. an out of office reply email states that the recipient is unavailable; or
 - iii. the email is sent on a day which is not a Business Day, it shall be deemed to have been received on the next Business Day.

24. Work, Health and Safety

24.1 In carrying out the Works, the Contractor and its agents and employees must observe all relevant OHS Legislation.

24.2 The Contractor must, whenever carrying out the Works, ensure that:

- a) all Legislative Requirements relating to safety are complied with; and
- b) the Works are carried out using an appropriate safety management system.

24.3 The Client consents to the Contract either:

- a) being appointed the 'principal contractor' pursuant to the relevant OHS Legislation in respect of the Works on behalf of the Client; or
- b) acting as the Client's agent to appoint a licenced builder as the 'principal contractor' pursuant to the relevant OHS Legislation in respect of the Works on behalf of the Client.

25. Limitation of Liability

25.1 To the extent permitted by law:

- a) the parties exclude any provision contained in any proportionate liability legislation to the extent that such provisions are inconsistent with the provisions of this Contract;
- b) the Client releases the Contractor from any Claim for consequential loss arising out of the Works, this Contract or the subject matter of this Contract; and
- c) the Contractor's liability to the Client for any Claim of any nature arising out of the Works, this Contract or the subject matter of this Contract shall be limited to the Contract Price.

25.2 This clause will survive the termination of the Contract.

26. Default and termination

26.1 If a party is in substantial breach of the Contract, the other party may issue a show cause notice to that party which:

- a) describes the substantial breach;
- b) states that it is a show cause notice pursuant to this clause;
- c) specifies a period (which must not be less than five (5) Business Days) for the other party to provide a written response to the show cause notice and to either remedy the breach or to show cause as to why the Contract should not be terminated.

26.2 Substantial breaches include, but are not limited to:

- a) failing to:
 - i. provide evidence of insurance; or
 - ii. comply with a warranty provided by the Contract;
- b) wrongful suspension of the Works;
- c) knowingly providing documentary evidence containing an untrue statement;

- d) failing to make payment in full in accordance with the Contract;
- e) causing damage to the Goods which is not minor in nature;
- f) failing to comply with any workplace health and safety obligations, including but not limited to the OHS Legislation; and
- g) failing to pay an amount within the time required by the Contract.

26.3 If a party receiving a show cause notice fails to remedy the breach or show cause within the time specified in the show cause notice, then the party issuing the show cause notice may immediately terminate the Contract by written notice.

26.4 If the Contract is terminated pursuant to this clause, the Contractor may immediately recover the Goods, without prior notice to the Client.

27. Suspension

27.1 In addition to any rights of suspension at law, either party may suspend the carrying out of the whole or any part of the Works, by notice to the other, if that party is of the opinion that such suspension is necessary:

- a) subject to a notice being given in accordance with clause 26.1 because of the default of:
 - i. the other party; or
 - ii. the owner or occupier of a Site on which the Works are to be performed;
- b) for the protection or safety of any person, the Works or property; or
- c) to comply with a court order.

27.2 Upon receipt of a notice of suspension, the Contractor may:

- a) direct the Client to cease operating or otherwise dealing with the Works; and/or
- b) immediately access the Site and operate or otherwise deal with the Works as the Contractor sees fit (including removing the Goods from the Site).

27.3 As soon as the party responsible for suspending the Works becomes aware that the reasons for any suspension no longer exists, that party shall advise the other of the cessation of the suspension and the Contractor shall recommence the suspended Works as soon as reasonably practicable.

27.4 The Client shall pay the Contractor's costs of suspension unless the suspension was as a result of the Contractor's breach of the Contract.

28. Disputes

28.1 In the event of a dispute of difference in respect of this Contract or the subject matter of this Contract arising, a party must issue the other with a notice of dispute setting out the general nature of the dispute.

28.2 Before commencing any proceedings (except for urgent or interlocutory proceedings), the parties must meet within fourteen (14) days of receiving a notice of dispute to discuss the dispute on a without prejudice basis with a view to either resolving the dispute or agreeing on methods to resolve the dispute.

29. Title and PPSA

29.1 The Contractor owns the Goods and the rights of the Client to use the Goods is as bailee only pursuant to the terms of this Contract, and the Client shall not do anything inconsistent with the Contractor's right of ownership or in any way deal with the Goods except as provided by the Contract.

29.2 The Contractor is irrevocably entitled to at any time, and from time to time before the return of the Goods to the Contractor, to enter any of the Client's premises, vehicle or vessels to inspect or to recover and retake possession of the Goods and otherwise in relation to the Goods exercise any of its rights conferred by common law, contract or statute in any way. If the Goods are held by a third party then the Client shall obtain the consent of that third party so that the Contractor may exercise its rights under this clause and shall indemnify the Contractor and its agents for any liability arising from the exercise of those rights.

29.3 The Contractor's rights set out in the Contract where applicable constitute the grant of a purchase money security interest (PMSI) by the Client in favour of the Contractor for the purposes of the PPSA.

29.4 The Client must immediately, if requested by the Contractor sign any documents, provide all necessary information and do anything else required by the Contractor to ensure that the Contractor's PMSI is a perfected security interest under the PPSA.

29.5 The Client will not enter into any security contract that permits any other person to have or to register any security interests in respect of the Goods or any proceeds from the sale of the Goods until the Contractor has perfected its PMSI under the PPSA.

29.6 In this clause collateral, financing statement, financing change statement, security contract, and security interest has the meaning given to it by the PPSA.

- 29.7 Upon assenting to the Contract in writing the Client acknowledges and agrees that the Contract constitutes a security contract for the purposes of the PPSA and creates a security interest in all Goods or collateral being a monetary obligation of the Client to the Contractor for Goods that have previously been supplied and that will be supplied in the future by the Contractor to the Client.
- 29.8 The Client undertakes to:
- a) promptly sign any further documents or provide any further information (such information to be complete, accurate and up-to-date in all respects) which the Contractor may reasonably require to:
 - i. register a financing statement or financing change statement in relation to a security interest on the PPSR;
 - ii. register any other document required to be registered by the PPSA; or
 - iii. correct a defect in a statement referred to in this sub- clause;
 - b) indemnify, and upon demand reimburse, the Contractor for all expenses incurred in registering a financing statement or financing change statement on the PPSR or releasing any Goods so charged;
 - c) not register a financing change statement in respect of a security interest without the prior written consent of the Contractor;
 - d) not register, or permit to be registered, a financing statement or a financing change statement in relation to the Goods or collateral in favour of a third party without the prior written consent of the Contractor; and
 - e) immediately advise the Contractor of any material change in its business practices of selling the Goods which would result in a change in the nature of proceeds derived from such sales.
- 29.9 The Contractor and the Client agree that sections 96, 115 and 125 of the PPSA do not apply to the security contract created by the Contract.
- 29.10 The Client waives its rights to receive notices under sections 95, 118, 121(4), 130, 132(3)(d) and 132(4) of the PPSA.
- 29.11 The Client waives its rights as a grantor or a debtor under sections 142 and 143 of the PPSA.
- 29.12 Unless otherwise agreed to in writing by the Contractor, the Client waives its right to receive a verification statement in accordance with section 157 of the PPSA.
- 29.13 The Client must unconditionally ratify any actions taken by the Contractor under clauses 29.8 to 29.12.
- 29.14 Subject to any express provisions to the contrary nothing in the Contract is intended to have the effect of contracting out of any of the provisions of the PPSA.

30. Confidentiality

- 30.1 Any information supplied by the Contractor to the Client and identified as confidential shall not be disclosed to any third party without the prior written consent of the Contractor, except where such disclosure is required by law or is for the purpose of obtaining legal advice. The Client shall take all necessary precautions to ensure that such information is not passed on to a third party either directly or indirectly. The obligation under this clause shall be a continuing obligation and shall survive the expiration or termination of the Contract.
- 30.2 At the request of the Contractor, the Client shall return to the Contractor all documents containing confidential information, all copies of, extracts from or notes on confidential information held by it, its employees, agents or consultants.

31. Relationship of the parties

- 31.1 The Client acknowledges that:
- a) the Contract does not create any relationship of employment, partnership or joint venture;
 - b) it is not entitled to any employee benefits or entitlements; and
 - c) it has no authority to act as the Contractor's agent or on the Contractor's behalf.
- 31.2 Where the Client is the trustee of a trust, a promise, agreement, representation or warranty binds the trustee and the trust jointly and severally.

32. Assignment

Neither party may assign, novate, mortgage or otherwise deal with the Contract or any entitlement under the Contract without the other's prior written approval (which shall not be unreasonably withheld).

33. Governing Law

These Terms of Trading shall be subject to and construed in accordance with the laws of the State where the Site is located and the parties hereby submit to the exclusive jurisdiction of the courts in the State where the Site is located.



305 Tingira st, Pinkenba QLD 4008
 PO BOX 91, Pinkenba QLD 4008
 Ph: (07) 3216 4166
 24hr Service 1300 536 666
 E: accounts@lennonengineering.com.au
 E: service@lennonengineering.com.au
 ABN: 15 612 130 597

CUSTOMER QUOTATION NO. 3628

Date:	10/08/2023
Quote No:	3628
Site:	Kingaroy Council Works Depot
Site Address:	2 Ivins Street Kingaroy QLD 4610
Valid Until:	09/09/2023

Louise Reidy
 South Burnett Regional Council
 PO Box 336
 KINGAROY Queensland 4610

Description

Estimated price to supply and install New Fuel Pump option.

Pricing provided for a Single hose Gilbarco Endura Pump option.

Site labour is estimated only and based on pipe work and electrical is still in good working order and will meet the required standards for use.

Summary	
Bowser Replacement	\$23,559.50
Sub-Total ex GST	\$23,559.50
GST	\$2,355.95
Total inc GST	\$25,915.45

Bowser Replacement

Single Hose Bowser, Installation & Equipment

As Per Attached Data Sheet

Item	Quantity	Unit Price	Total
ENDURA 1 HOSE HIGH FLOW PUMP 80LPM	2.00	\$8,673.00	\$17,346.00
Consumables	1.00	\$377.00	\$377.00
Freight Charge	1.00	\$660.00	\$660.00
Labour			\$2,400.00
Sub-Total ex GST			\$20,783.00

Installation

Item	Quantity	Unit Price	Total
Vehicle Charge	630.00	\$1.55	\$976.50
Accommodation & Meals	2.00	\$300.00	\$600.00
Labour			\$1,200.00
Sub-Total ex GST			\$2,776.50

Thank you.	Sub-Total ex GST	\$23,559.50
	GST	\$2,355.95
	Total inc GST	\$25,915.45

1. Definitions and Interpretation

1.1 Where a term in this Contract refers to a item provided by the Quote, the term has the meaning provided by the Quote unless context otherwise requires.

Accepted Quote means the Client accepting a Quote, including by issuing a purchase order to the Contractor.

Business day means a day that is not a Saturday, Sunday or public holiday where the Works are being performed.

Commencement Date means the date specified in the Quote as may be adjusted pursuant to these terms.

Completion means when the Works are complete except for minor Defects which do not prevent the use of the Works for their intended purpose.

Consequential Loss means any direct or indirect:

- a) increased cost, delayed revenue, increased overhead or loss of income, profit, business, contract, production, opportunity, use, goodwill, or anticipated savings; or
- b) other economic loss,

whether present or future, fixed or unascertained, actual or contingent.

Contract means the agreement comprised of the Quote, the Accepted Quote and these terms and conditions.

Contractor means Lennon Engineering & Construction Pty Ltd unless another entity is identified in the Quote.

Contractor's Design Obligations means the design of the elements of the Works identified in the Quote (if any).

Contract Price means the amount specified in the Quote and any other moneys payable by the Client under this Contract.

Date for Completion means the 'Date for Completion' stated in the Quote, as may be adjusted pursuant to this Contract.

Defect includes a non-conformance or omission but does not include defects, errors, non-conformance or omissions that are minor or cosmetic in nature.

Defects Liability Period means the period of six (6) months following the date the Works achieve Completion .

Direction includes any Contract, approval, assessment, authorisation, certificate, decision, demand, determination, explanation, instruction, notice, order, permission rejection, request or requirement by the Client to the Contractor in respect of the Goods or the performance of the Works the subject of the Contract.

Force Majeure means any:

- a) act of God;
- b) outbreak of hostilities, riot, civil disturbance or acts of terrorism;
- c) the act of any government or authority (including refusal or revocation of any licence or consent) where the said act is not a result of some neglect or default on the part of the relevant party;
- d) default of contractors or independent contractors; and
- e) any cause or circumstance whatsoever (except financial difficulties or lack of funds) beyond the reasonable control of the relevant party.

Goods means any equipment or goods supplied by the Contractor to the Client.

GST has the meaning given in *A New Tax System (Goods and Services) Act 1999* (Cth).

Intellectual Property Rights means any intellectual or industrial property including without limitation:

- a) any patent, trade mark or service mark, copyright, design, business name, trade secret or confidential information, including any application for those rights; or
- b) any licence or other right to use or grant the use of any of them or to be the registered proprietor or user of any of them.

Legislative Requirement includes:

- a) Acts, ordinances, regulations, by-laws, orders, awards and proclamations of the Commonwealth and the State or Territory;
- b) codes, standards, certificates, licences, consents, permits, approvals and requirements of organisations having jurisdiction in connection with the carrying out of the Works, including the requirements of any authority, and the requirements of any approvals;
- c) Australian Standards and any other relevant standards, as amended, replaced or updated from time to time;
- d) the Codes of Practice of the State or Territory and other appropriate codes for the construction industry, as amended, replaced or updated from time to time;
- e) OHS Legislation; and
- f) fees and charges payable in connection with the foregoing.

OHS Legislation means the OHS legislation in force as at the date of this Contract in the following Australian jurisdictions, or its equivalent, updated or replacement legislation:

- a) where the Works are carried out in Queensland, the *Work Health and Safety Act 2011* (Qld) and the *Work Health and Safety Regulation 2011* (Qld); and

- b) where the Works are carried out in New South Wales (NSW), the *Work Health and Safety Act 2011* (NSW) and the *Work Health and Safety Regulation 2017* (NSW);

- c) where the Works are carried out in Victoria, the *Occupational Health and Safety Act 2004* (Vic) and the *Occupational Health and Safety Regulations 2017* (Vic).

PPSA means the *Personal Properties Securities Act 2009* (Cth).

PPSR means the Register created by the PPSA.

Quote means the Contractor's quote, which these terms and conditions form part of.

Related Entity has the meaning provided by the *Corporations Act 2001* (Cth).

Site means the location for the delivery of the Goods and any other locations where the Works are performed as set out in the Quote.

Variation means a Direction by the Client to the Contractor to:

- a) increase, decrease or omit any part of the Works;
- b) change the character or quality of the Works;
- c) carry out additional Works;
- d) change the levels, lines, positions or dimensions;
- e) demolish or remove Work no longer required by the Client;
- f) change the method, program or timing for performance of the Works;
- g) a change required by an authority or an approval; or
- h) a change in a Legislative Requirement which occurs within 14 days of the date of the Quote.

Works means the work performed by the Contractor as required to complete the work and the supply of the Goods specified in the Quote.

1.2 In this Contract:

- a) headings are inserted for convenience only and do not affect the interpretation of this Contract
- b) the singular includes the plural and the plural includes the singular;
- c) a gender includes all other genders; and
- d) no rule of interpretation shall apply to a clause to the disadvantage of a party merely because that party put forward the clause or would otherwise benefit from it.

2. Contract

2.1 The Contract constitutes the entire agreement between the parties in respect of the Works and the Contract supersedes all previous contracts, undertakings and communications, whether written or oral, relating to the subject matter of the Contract.

2.2 The Contract may be varied only by written instrument executed by both parties.

2.3 The Contract may be executed in counterparts and all of those counterparts taken together constitute one and the same instrument.

2.4 Except as provided at law or in equity or elsewhere in the Contract, none of the terms of the Contract shall be varied, waived, discharged or released, except with the prior written consent of the parties.

2.5 The Client will pay the Contractor all amounts calculated in accordance with this Contract.

2.6 Both parties warrant and agree that:

- a) they have the right, power and authority to enter into and perform their respective obligations in accordance with this Contract;
- b) all corporate and other necessary action has been taken by each of them to authorise the signing and performance of this Contract;
- c) the obligations under taken by it and set out in this Contract are enforceable against it prior to the commencement of Works, the Contractor reserves the right to cancel any Works if there are unforeseen circumstances that prevent the Contractor from fulfilling that work. The Contractor will make those reasons known to the Client at the time of cancelling;
- d) where the Client comprises more than one entity, all entities (including trusts and trustees) are joint and severally liable for the acts and omissions of the Client.

2.7 The Client warrants that the Client's Representative:

- a) has the authority to issue directions on behalf of the Client and to bind the Client;
- b) will be available throughout the duration of the Works and the Contract;
- c) will promptly and reasonably respond to requests by the Contractor and notices from the Contractor; and
- d) may only be replaced with the Contractor's consent.

3. Deposit

3.1 The Client must pay the Deposit at the time of entering this Contract.

3.2 Payment of the Deposit in full to the Contractor is a condition precedent to the Contractor being required to carry out any obligation pursuant to this Contract.

4. Client warranties

- 4.1 The Client warrants that:
- a) it has carefully examined all documents and other information furnished by the Contractor relating to the performance of the Works and to have fully satisfied itself of all conditions, risks, contingencies and other circumstances which might affect the performance of the Works including conditions at the Site;
 - b) all documents provided by the Client to the Contractor in respect of this Contract, including the Drawings and Specifications, and the Works are accurate, correct and complete;
 - c) the Client is responsible for all errors, ambiguities, omissions and discrepancies in the documents and information the Client is responsible for pursuant to clause 4.1 above and there shall be a deemed Variation for any additional work or cost required to address such matters.
- 4.2 The Client is responsible for all errors, ambiguities, omissions and discrepancies in the documents and information the Client is responsible for pursuant to clause 4.1 above and there shall be a deemed Variation for any additional work or cost required to address such matters.

5. Contractor's warranties

- 5.1 The Contractor warrants that:
- a) the Works will be performed in accordance with all Legislative Requirements;
 - b) the Works will be carried out in a proper and tradesmanlike manner;
 - c) unless otherwise agreed, the materials supplied by the Contractor will be suitable, new and free of Defects.
- 5.2 The parties acknowledge and agree that the Contractor may engage a builder or head contractor to carry out the Works and that the Contractor is not a licensed builder or contractor in its own right.
- 5.3 The Contractor will to the extent available at law, provide the Client with the benefit of any warranties from third parties in respect of the Goods supplied pursuant to this Contract. The Contractor shall have no other obligation or liability to the Client in respect of the Goods (including any Defect in the Goods) following Completion.
- 5.4 The Client may request the Contractor to investigate and identify if there is any Defect in the Goods. In such case the Client agrees to pay the Contractor's costs of carrying out such investigation and repair (including but not limited to travel, labour, accommodation, parts and materials).

6. Contractor's Design

- 6.1 The Client is exclusively responsible for the design of the Works (including specifying the Goods), except to the extent the Quote provides the Contractor is to carry out 'Contractor's Design Obligations'.
- 6.2 In respect of the Contractor's Design Obligations:
- a) the parties acknowledge and agree that the Contractor will engage a subcontractor or consultant (as selected by the Contractor) to carry out the Contractor's Design Obligations and the costs incurred by the Contractor forms part of the Contract Price;
 - b) the Contractor's Design Obligations are to be carried out with reasonable care, skill and diligence for a designer providing a design of that type.
 - c) the Contractor shall provide the Client with a copy of the design documents prior to carrying out the Works detailed in those designs. The Client shall then either approve those design documents in writing or notify the Contractor of the respects in which the design documents do not comply with the Contract.
 - d) Once approved, the Client may only change the design documents by directing a Variation.

7. Site Access

- 7.1 The Client must provide the Contractor with unimpeded and uninterrupted access to the Site to enable the Works to be carried out.
- 7.2 The Client is responsible for obtaining any necessary approvals or consents from neighbours or adjoining owners to the Site required for the Works to be carried out.
- 7.3 If the Client fails to grant the Contractor unimpeded and uninterrupted access to the Site as required by clause 7.1 any costs incurred by the Contractor as a result of the failure to provide access, shall be a deemed Variation.
- 7.4 The Client and its invitees may access the Site after notifying the Contractor's Representative. The Client and its invitees must comply with the Contractor's directions in respect of safety in accessing the Works and must not damage or interfere with the Works in accessing the Site.

8. Latent Conditions

- 8.1 Latent conditions (**Latent Conditions**) are physical conditions on, above, below or about the Site, including contamination, which differ materially from the physical conditions which should reasonably have been anticipated by a competent contractor at the time of execution of the Contract if the Contractor had:
- a) examined all information provided by the Client (which is to include geotechnical reports and contamination investigations) to the Contractor for the purpose of tendering; and
 - b) reviewed the Site for things above the surface of the Site.
- 8.2 The Contractor, upon becoming aware of a Latent Condition while carrying out the Works, shall promptly, and where possible before the Latent Condition is further disturbed, give the Client written notice of the general nature thereof.
- 8.3 After giving the notice under clause 8.2, the Contractor shall, as soon as practicable, give the Client a written statement of:
- a) the Latent Condition encountered and the respects in which it differs materially;
 - b) the additional work, resources, time and cost which the Contractor estimates to be necessary to deal with the Latent Condition; and
 - c) other details reasonably required by the Client's Representative.
- d) following which it shall be a deemed Variation, and priced in accordance with clause 18.4 of this Contract.

9. Accommodation and Transportation

- 9.1 If specified in the Quote, the Client is responsible for:
- a) the cost of any accommodation of the Contractor's employees, agents, consultants or subcontractors; and
 - b) the cost of any transportation of the Contractor's employees, agents, consultants or subcontractors.

10. Commencement and Completion

- 10.1 Clauses 10.2 and 10.3 apply if the Quote specifies a Commencement Date and Completion Date.
- 10.2 Subject to the Contractor being granted access to the Site in accordance with clause 7, the Contractor will commence the Works on the Commencement Date.
- 10.3 The Contractor will complete the Works by the Date for Completion.
- 10.4 Upon achieving Completion, the Contractor must notify the Client that it considers Completion has been achieved and the date it considers Completion was achieved. Upon receiving such notice the Client must inspect the Works and within five (5) Business Days either issue a notice confirming Completion has been achieved, or detail reasons why Completion has not been achieved. If the Client issues a notice advising that Completion has not been achieved, the Contractor must attend to those items and then issue a further notice advising Completion has been achieved, in which case the parties must again comply with this clause.
- 10.5 Unless another rate is agreed by signed and written agreement prior to Quote acceptance, in the event Completion is not achieved by the Date for Completion, the Contractor shall pay the Client liquidated damages in the amount of \$1.00 per day for each day between the Date for Completion and the date Completion is achieved or this Contract comes to an end (whichever is the earlier). Such liquidated damages are the Client's exclusive remedy for delay.

11. Extensions of Time

- 11.1 This clause 11 applies if the Quote specifies a Date for Completion.
- 11.2 The Contractor is entitled to an extension of time for carrying out the Works, and to the Date for Completion, as reasonably decided by the Contractor if:
- a) the Works are delayed by a cause beyond the Contractor's reasonable control (for the avoidance of doubt, this includes a Variation, inclement weather, delays by the Client and by third parties); and
 - b) the Contractor gives the Client written notice claiming the extension of time within a reasonable time of the Contractor becoming aware of the cause of delay.
- 11.3 For every day the subject of an extension of time for a delay caused by a Variation or by the Client or a matter for which the Client is responsible, the Client shall pay the Contractor any costs, loss or expense that the Contractor incurs by reason of the delay.

12. Delivery of Goods

- 12.1 This clause 12 applies if the Contract includes the supply of Goods.
- 12.2 The Contractor will make all reasonable efforts to have the Goods delivered to the Client or its designated agent as agreed between the parties, but the Contractor shall not be liable for:
- a) any failure to deliver or delay in delivery for any reason;
 - b) any damage or loss due to unloading;
 - c) packaging; or

- d) except to the extent that such damage was caused by the negligent act or omission of the Contractor, damage to property caused upon entering premises to deliver the Goods.
- 12.3 Any costs incurred by the Contractor due to any failure by the Client to accept the Goods at time of delivery will be reimbursed by the Client to the Contractor.
- 12.4 Except as required by law, the Contractor will be under no obligation to accept Goods returned for any reason.
- 12.5 Risk in the Goods passes to the Client upon delivery (including all risks associated with unloading) or upon title in the Goods passing to the Client, whichever is the earlier.
- 13. Unfixed Items**
- 13.1 The Client is liable for any unfixed items (including unfixed Goods or plant and materials) upon those items being delivered to the Site.
- 13.2 The Contractor is entitled to payment for unfixed items (including unfixed Goods, plant and materials) and is also entitled to payment of any deposit the Contractor has had to pay in respect of Goods which are yet to be supplied.
- 14. Subcontracting**
- 14.1 The Contractor may enter into subcontracts for the performance of any of its obligations under this Contract.
- 14.2 The Contractor does not require the consent of the Client to subcontract.
- 15. Intellectual Property Rights**
- 15.1 The Contractor remains the owner or licensee (as the case may be) of all Intellectual Property Rights in the Works and the things developed by or on behalf of the Contractor to carry out the Works.
- 15.2 The Client must provide the Contractor with an irrevocable royalty-free licence to use any documents, designs or software provided by or on behalf of the Client in respect of the Works or the Site.
- 15.3 The Contractor grants to the Client a non-exclusive, non-transferable, royalty-free licence to use the Intellectual Property Rights associated with the Works and any documentation provided pursuant to the Contract to construct, maintain and repair the Works, but not for any other purpose.
- 16. Contract Price and Payment**
- 16.1 The Contract Price is to be calculated from the Quote, as may be adjusted pursuant to this Contract.
- 16.2 The Contractor is entitled to issue payment claims (in the form of a tax invoice) to the Client for all amounts payable under this Contract at the following times:
- on the last day of each month;
 - upon Completion;
 - upon this Contract coming to an end; and
 - upon the expiration of any Defects Liability Period.
- 16.3 The Client must pay any payment claim issued by the Contractor without setoff or deduction within 14 days from the date it receives the payment claim.
- 16.4 If the Client fails to make any payment to the Contractor by the due date the Contractor may, without prejudice to any other rights:
- charge interest at a rate of 15% per annum on the outstanding sum; and
 - suspend the performance of all or part of the Contractor's obligations under this Contract, at the Client's expense.
- 16.5 The Client shall indemnify the Contractor for, and pay upon demand, all costs and expenses incurred by the Contractor in recovering any moneys owed to the Contractor by the Client under this Contract (including but not limited to legal costs on a solicitor client basis).
- 16.6 The Client is not entitled to apply and set off, counter claim, backcharge, retentions or deductions from any tax invoice or any amount payable by the Client under this Contract unless approved in writing by the Contractor.
- 17. GST**
- 17.1 Unless stated otherwise, all amounts stated in this Contract exclude GST.
- 17.2 Where under the Contract a party is obliged to pay the other party an amount which excludes GST, the party will pay the total of the amount and any GST incurred by the other party in respect of the taxable supply in respect of which GST is payable.
- 17.3 The Contractor warrants that it is registered for GST and will remain registered for GST.
- 17.4 GST and other terms used in this clause have the meaning used in the GST Law.
- 18. Variations**
- 18.1 The Contractor must only vary the Works if directed by the Client or where a Variation is required to complete the Works in accordance with this Contract.
- 18.2 The Client may request a Variation in writing, in which case the Contractor must, as soon as is reasonable, either:
- agree to carry out the Variation by giving the Client a notice that states the effect the Variation will have on the work including whether any approval will be required for the Variation, the estimated cost of the Variation and the estimated impact on the Date for Completion. Such agreement may be provided after carrying out the Variation; or
 - refuse to carry out the Variation with reasons for such refusal.
- 18.3 The Contractor may issue a notice to the Client requesting a Variation. The notice must describe the Variation, the reasons for requesting it, the estimated cost of the Variation and the effect on the Date for Completion. The Client must then (acting reasonably) either approve or reject the Variation in writing, with reasons in the case of a rejection. Except where urgent Works are required, the Client must approve the requested Variation before the Works the subject of the Variation are performed.
- 18.4 The Variation shall be priced (and the Contract Price adjusted) by (in order of precedence):
- prior agreement;
 - if a rate is provided for in the Quote, that rate; and
 - the reasonable cost of carrying out the Variation, that amount plus a margin of 20% (except in the case of omissions), unless another rate has been agreed in writing.
- 19. Insurances**
- 19.1 Before commencing the Works the Contractor shall take out and maintain during the currency of the Contract the following policies of insurance and, if requested by the Client, provide the Client with evidence that it holds the following policies of insurance:
- for public liability, including liability arising from death, personal injury or loss of or damage to property, for an amount of not less than \$20 million in respect of any single occurrence;
 - for construction works insurance over the Works, for an amount not less than the Contract Price;
 - for workers' compensation insurance or employer's liability insurance as required by law; and
 - for motor vehicle third party insurance and motor vehicle third party property damage insurance for an amount not less than \$5 million in respect of any single occurrence.
- 20. Risk in the Works and Force Majeure**
- 20.1 Risk in the Site, including damage to the Site by third parties, shall remain with the Client at all times.
- 20.2 Subject to the excepted risks at clause 20.3 below, risk in the Works shall rest in the Contractor between the date the Contractor commences physical work at the Site and the earlier of the date Completion is achieved, the Contract is terminated or the Client uses the Works.
- 20.3 The Client at all times bears the risk of claims, loss, damage and expense arising from:
- any negligent act or omission of the Client or its officers, employees, agents or contractors (not being employed by the Contractor);
 - any risk excepted elsewhere in the Contract;
 - war, invasion, acts of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military or usurped power, martial law or confiscation;
 - radiation;
 - use or occupation of the Site or the Works by the Client or its officers, employees, agents or contractors;
 - defects in the Drawings and Specifications, documents or information provided by (or on behalf of) the Client to the Contractor; or
 - Force Majeure.
- 20.4 The Contractor will not be liable to the Client for any loss or damage suffered by the Client as a direct result of the Contractor (or its employees, officers, agents or subcontractors) to the extent the Contractor is unable to perform the Contract in the way agreed by reason of Force Majeure.
- 21. Cancellation**
- 21.1 Prior to the commencement of the physical Works on the Site, the Contractor may by written notice cancel this Contract and neither party shall have any Claim against the other, if there are circumstances which will adversely impact or prevent the Contractor from carrying out its obligations under this Contract

22. Defects Liability Period

22.1 Clause 5.3 shall apply to any Defects in the Goods. This clause 22 does not apply to Defects in the Goods.

22.2 Subject to clause 22.3, during the Defects Liability Period, the Contractor will (at its cost) rectify any Defect in the Works notified by the Client in writing to the Contractor, including any damage resulting from the Defect within a reasonable time of receiving such notice (having regard to the nature of the Defect and the location of the Site) and the Contractor having an opportunity to confirm that the notified defect is in fact a Defect.

22.3 Until such time that the Contractor agrees that there is a Defect in the Works, the Client will be responsible for all investigative works and other expenses (including but not limited to travel, labour, accommodation, parts and materials) incurred by the Contractor in investigating whether or not the notified defect is in fact a Defect for which the Contractor is responsible.

22.4 The Contractor shall carry out the rectification at times and in the manner determined by the Contractor and in a good tradesmanlike manner.

22.5 The Contractor shall have no liability to the Client for any Defect if the Contractor is not provided with an opportunity to inspect and rectify the Defect in accordance with this clause.

22.6 The Contractor shall have no liability for any Defect in the Works or for any breach of Contract after the expiration of the Defects Liability Period.

23. Notices

23.1 A notice will be deemed to have been given and received:

- a) if hand delivered, on the date of actual receipt;
- b) if posted by pre-paid mail, three (3) days after posting; or
- c) if sent by email, once sent unless:
 - i. the sender receives notice that the email transmission has been unsuccessful or could not be delivered;
 - ii. an out of office reply email states that the recipient is unavailable; or
 - iii. the email is sent on a day which is not a Business Day, it shall be deemed to have been received on the next Business Day.

24. Work, Health and Safety

24.1 In carrying out the Works, the Contractor and its agents and employees must observe all relevant OHS Legislation.

24.2 The Contractor must, whenever carrying out the Works, ensure that:

- a) all Legislative Requirements relating to safety are complied with; and
- b) the Works are carried out using an appropriate safety management system.

24.3 The Client consents to the Contract either:

- a) being appointed the 'principal contractor' pursuant to the relevant OHS Legislation in respect of the Works on behalf of the Client; or
- b) acting as the Client's agent to appoint a licenced builder as the 'principal contractor' pursuant to the relevant OHS Legislation in respect of the Works on behalf of the Client.

25. Limitation of Liability

25.1 To the extent permitted by law:

- a) the parties exclude any provision contained in any proportionate liability legislation to the extent that such provisions are inconsistent with the provisions of this Contract;
- b) the Client releases the Contractor from any Claim for consequential loss arising out of the Works, this Contract or the subject matter of this Contract; and
- c) the Contractor's liability to the Client for any Claim of any nature arising out of the Works, this Contract or the subject matter of this Contract shall be limited to the Contract Price.

25.2 This clause will survive the termination of the Contract.

26. Default and termination

26.1 If a party is in substantial breach of the Contract, the other party may issue a show cause notice to that party which:

- a) describes the substantial breach;
- b) states that it is a show cause notice pursuant to this clause;
- c) specifies a period (which must not be less than five (5) Business Days) for the other party to provide a written response to the show cause notice and to either remedy the breach or to show cause as to why the Contract should not be terminated.

26.2 Substantial breaches include, but are not limited to:

- a) failing to:
 - i. provide evidence of insurance; or
 - ii. comply with a warranty provided by the Contract;
- b) wrongful suspension of the Works;
- c) knowingly providing documentary evidence containing an untrue statement;

- d) failing to make payment in full in accordance with the Contract;
- e) causing damage to the Goods which is not minor in nature;
- f) failing to comply with any workplace health and safety obligations, including but not limited to the OHS Legislation; and
- g) failing to pay an amount within the time required by the Contract.

26.3 If a party receiving a show cause notice fails to remedy the breach or show cause within the time specified in the show cause notice, then the party issuing the show cause notice may immediately terminate the Contract by written notice.

26.4 If the Contract is terminated pursuant to this clause, the Contractor may immediately recover the Goods, without prior notice to the Client.

27. Suspension

27.1 In addition to any rights of suspension at law, either party may suspend the carrying out of the whole or any part of the Works, by notice to the other, if that party is of the opinion that such suspension is necessary:

- a) subject to a notice being given in accordance with clause 26.1 because of the default of:
 - i. the other party; or
 - ii. the owner or occupier of a Site on which the Works are to be performed;
- b) for the protection or safety of any person, the Works or property; or
- c) to comply with a court order.

27.2 Upon receipt of a notice of suspension, the Contractor may:

- a) direct the Client to cease operating or otherwise dealing with the Works; and/or
- b) immediately access the Site and operate or otherwise deal with the Works as the Contractor sees fit (including removing the Goods from the Site).

27.3 As soon as the party responsible for suspending the Works becomes aware that the reasons for any suspension no longer exists, that party shall advise the other of the cessation of the suspension and the Contractor shall recommence the suspended Works as soon as reasonably practicable.

27.4 The Client shall pay the Contractor's costs of suspension unless the suspension was as a result of the Contractor's breach of the Contract.

28. Disputes

28.1 In the event of a dispute of difference in respect of this Contract or the subject matter of this Contract arising, a party must issue the other with a notice of dispute setting out the general nature of the dispute.

28.2 Before commencing any proceedings (except for urgent or interlocutory proceedings), the parties must meet within fourteen (14) days of receiving a notice of dispute to discuss the dispute on a without prejudice basis with a view to either resolving the dispute or agreeing on methods to resolve the dispute.

29. Title and PPSA

29.1 The Contractor owns the Goods and the rights of the Client to use the Goods is as bailee only pursuant to the terms of this Contract, and the Client shall not do anything inconsistent with the Contractor's right of ownership or in any way deal with the Goods except as provided by the Contract.

29.2 The Contractor is irrevocably entitled to at any time, and from time to time before the return of the Goods to the Contractor, to enter any of the Client's premises, vehicle or vessels to inspect or to recover and retake possession of the Goods and otherwise in relation to the Goods exercise any of its rights conferred by common law, contract or statute in any way. If the Goods are held by a third party then the Client shall obtain the consent of that third party so that the Contractor may exercise its rights under this clause and shall indemnify the Contractor and its agents for any liability arising from the exercise of those rights.

29.3 The Contractor's rights set out in the Contract where applicable constitute the grant of a purchase money security interest (PMSI) by the Client in favour of the Contractor for the purposes of the PPSA.

29.4 The Client must immediately, if requested by the Contractor sign any documents, provide all necessary information and do anything else required by the Contractor to ensure that the Contractor's PMSI is a perfected security interest under the PPSA.

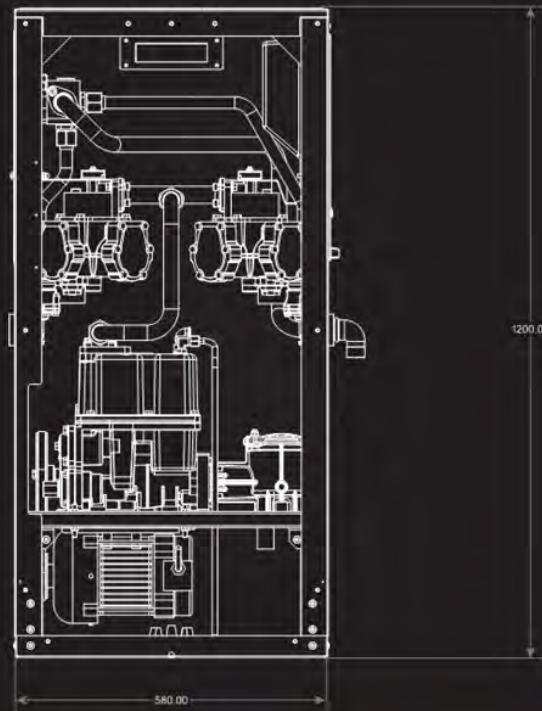
29.5 The Client will not enter into any security contract that permits any other person to have or to register any security interests in respect of the Goods or any proceeds from the sale of the Goods until the Contractor has perfected its PMSI under the PPSA.

29.6 In this clause collateral, financing statement, financing change statement, security contract, and security interest has the meaning given to it by the PPSA.

- 29.7 Upon assenting to the Contract in writing the Client acknowledges and agrees that the Contract constitutes a security contract for the purposes of the PPSA and creates a security interest in all Goods or collateral being a monetary obligation of the Client to the Contractor for Goods that have previously been supplied and that will be supplied in the future by the Contractor to the Client.
- 29.8 The Client undertakes to:
- a) promptly sign any further documents or provide any further information (such information to be complete, accurate and up-to-date in all respects) which the Contractor may reasonably require to:
 - i. register a financing statement or financing change statement in relation to a security interest on the PPSR;
 - ii. register any other document required to be registered by the PPSA; or
 - iii. correct a defect in a statement referred to in this sub- clause;
 - b) indemnify, and upon demand reimburse, the Contractor for all expenses incurred in registering a financing statement or financing change statement on the PPSR or releasing any Goods so charged;
 - c) not register a financing change statement in respect of a security interest without the prior written consent of the Contractor;
 - d) not register, or permit to be registered, a financing statement or a financing change statement in relation to the Goods or collateral in favour of a third party without the prior written consent of the Contractor; and
 - e) immediately advise the Contractor of any material change in its business practices of selling the Goods which would result in a change in the nature of proceeds derived from such sales.
- 29.9 The Contractor and the Client agree that sections 96, 115 and 125 of the PPSA do not apply to the security contract created by the Contract.
- 29.10 The Client waives its rights to receive notices under sections 95, 118, 121(4), 130, 132(3)(d) and 132(4) of the PPSA.
- 29.11 The Client waives its rights as a grantor or a debtor under sections 142 and 143 of the PPSA.
- 29.12 Unless otherwise agreed to in writing by the Contractor, the Client waives its right to receive a verification statement in accordance with section 157 of the PPSA.
- 29.13 The Client must unconditionally ratify any actions taken by the Contractor under clauses 29.8 to 29.12.
- 29.14 Subject to any express provisions to the contrary nothing in the Contract is intended to have the effect of contracting out of any of the provisions of the PPSA.
- 30. Confidentiality**
- 30.1 Any information supplied by the Contractor to the Client and identified as confidential shall not be disclosed to any third party without the prior written consent of the Contractor, except where such disclosure is required by law or is for the purpose of obtaining legal advice. The Client shall take all necessary precautions to ensure that such information is not passed on to a third party either directly or indirectly. The obligation under this clause shall be a continuing obligation and shall survive the expiration or termination of the Contract.
- 30.2 At the request of the Contractor, the Client shall return to the Contractor all documents containing confidential information, all copies of, extracts from or notes on confidential information held by it, its employees, agents or consultants.
- 31. Relationship of the parties**
- 31.1 The Client acknowledges that:
- a) the Contract does not create any relationship of employment, partnership or joint venture;
 - b) it is not entitled to any employee benefits or entitlements; and
 - c) it has no authority to act as the Contractor's agent or on the Contractor's behalf.
- 31.2 Where the Client is the trustee of a trust, a promise, agreement, representation or warranty binds the trustee and the trust jointly and severally.
- 32. Assignment**
- Neither party may assign, novate, mortgage or otherwise deal with the Contract or any entitlement under the Contract without the other's prior written approval (which shall not be unreasonably withheld).
- 33. Governing Law**
- These Terms of Trading shall be subject to and construed in accordance with the laws of the State where the Site is located and the parties hereby submit to the exclusive jurisdiction of the courts in the State where the Site is located.

ENDURA

HIGH QUALITY PRODUCT FOR COMMERCIAL APPLICATIONS



RELIABLE

Designed and manufactured in Germany, the Endura commercial dispenser is constructed with quality in mind. Best in class hydraulics and electronic components; powder coated steel or stainless steel finish and Elaflex hanging hardware makes Endura robust for usage in demanding commercial and industrial operating conditions.

FLEXIBLE/ADAPTABLE

For today's commercial applications, the Endura dispenser offers different flow rates, one or two hose options, MID and non-MID versions. It can be operated as a stand-alone pump or integrated with most Fleet Management Systems (using Multiwire interface).

VALUE FOR MONEY

Built for Diesel and Biodiesel dispensing in the Commercial Fuelling applications, Endura is an ideal choice for single product requirements. It uses high quality, proven components, which are used across the Gilbarco Veeder-Root range of products, making the dispenser extremely robust and lowering the total cost of ownership with its minimal maintenance.

Building Better Business



Why choose the Endura?

Standard Features

- > 1 Grade with 1 or 2 hoses (1 fuelling position)
- > Island oriented
- > Volume (litres) counter
- > Single/double sided 5 digit backlit display
- > Non-ATEX, non-MID (for Diesel and Biodiesel only)
- > Flow Rate: 40, 70, 120, 40/120 lpm
- > Suction and pressure version
- > Gilbarco Veeder-Root pumping unit
- > Gilbarco Veeder-Root C+ Piston meter with electronic calibration
- > Fleet Management System compatibility using Pulse output (Multiwire) or Gilbarco Veeder-Root – 2 wire
- > Powder coated sheet metal
- > Elaflex hanging hardware (compatible with other standard hanging hardware)
- > Hose reach of 3.5m
- > Available in 5 standard colours (White – RAL9010, Red – RAL3000, Blue – RAL5002, Black– RAL9005, Aluminium Grey – RAL9007)

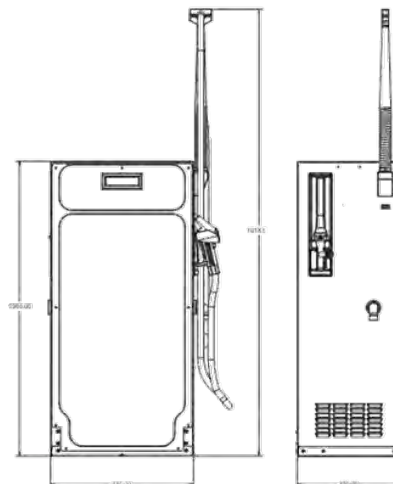


Options

- > Electromechanical Totaliser
- > Stainless steel panels
- > Additional hose length
- > Enhanced corrosion protection
- > FMS pre-set feature
- > Safety breakaway coupling
- > Hose mast
- > Adapter plate on top for mechanical mounting of Fleet Management System
- > MID version: available
- > ATEX Version: available in Q4 2013
- > Non-standard colours and livery options
- > ER3 Protocol
- > Nozzle Locks

Technical

- > Gilbarco Veeder-Root Commercial Electronic Calculator (MID compliant)
- > Electrical specs (TBC): 230/400V AC, 3-phase
230V AC, 1-phase
50 Hz, +/- 2%
- > Communication protocols: Gilbarco Veeder-Root 2-Wire and Multiwire (Pulse) output
- > 25mm displays with 15 minute battery back up after power fail
- > 20°C to 55°C (up to -40°C optional)
- > Optional heater for below -20°C



Tel: +44 (0) 1268 533090
E-mail: eumarketing@gilbarco.com

10.4 MONTHLY FINANCIAL INFORMATION

File Number: 25.10.2023
Author: Manager Finance & Sustainability
Authoriser: Chief Executive Officer

PRECIS

Monthly financial report as at 30th September 2023.

SUMMARY

The following information provides Council's current position as at 30th September 2023.

OFFICER'S RECOMMENDATION

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 30th September 2023 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to adopted budget as adopted by Council on the 21st June 2023.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Monitored and reviewed by budget managers.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

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

Section 4(b) of the Human Rights Act 2019 (the 'Act') requires public entities to act and make decisions in away compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

- | | |
|---|--|
| 1. Recognition and equality before the law; | 13. Cultural rights—generally; |
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

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

ASSET MANAGEMENT IMPLICATIONS

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

REPORT

- Recurrent Revenue is currently sitting at 49% compared to the original budget and Recurrent Expenditure is sitting at 29%.
- Revenue is impacted by timing effects of various income streams including rates and grant revenue.
- Council's current cash holdings at the end of September 2023 was \$72.67m with \$35.0m of this currently classed as restricted cash.
- The ratios at the end of September are all within their respective targets apart from:
 - Current Ratio which is sitting at 5.09 which is outside the target of between 2.0 and 4.0. This ratio is affected by high cash balances.
- Council's capital expenditure program is currently sitting at \$2.8m in actual expenditure which equates to approximately 8.40% of the total original budget.
- Auditors were on site during September to perform their end of year testing and have since signed of the Financial Statements for the 2022/2023 year.
- The yearly Debt Service Payment (DSP) on Council's loans was be paid on the 15th September 2023.

ATTACHMENTS

1. **Capital Expenditure Report September 2023**
2. **Monthly Meeting Report - September 2023**

2023/2024 Capex Report for Council

Project Code	Project Description	Grant Funding Body	REVENUE SOURCES					EXPENDITURE BUDGET			EXPENDITURE ACTUALS		
			Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
acilities													
Caravan Park - Proat													
006883	Proston Caravan Park - Amenities Refurb	COUNCIL	20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00	-	-	-
Sub Activity Subtotal			20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00	-	-	-
Depot - Kingaroy													
006747	Kingaroy Depot Car Parking	COUNCIL	-	-	-	-	-	-	-	-	8,890.91	-	8,890.91
006885	Kingaroy Depot - Solar Power	COUNCIL	200,000.00	-	-	-	-	200,000.00	200,000.00	200,000.00	-	12,447.12	12,447.12
007005	Kingaroy Depot Fuel Bowser Pumps	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			200,000.00	-	-	-	-	200,000.00	200,000.00	200,000.00	8,890.91	12,447.12	21,338.03
Depot - Murgon													
005836	MacAllister St - Install Security Fencing	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
006886	Murgon Depot - Crib Rm Repairs & H/Stan	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	-	3,412.76	3,412.76
Sub Activity Subtotal			50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	-	3,412.76	3,412.76
Depot - Blackbutt													
006884	Blackbutt Pks Depot Shed - Connect Elec.	COUNCIL	20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00	-	-	-
Sub Activity Subtotal			20,000.00	-	-	-	-	20,000.00	20,000.00	20,000.00	-	-	-
SES - Blackbutt													
006848	Blackbutt SES Building - roof/ceiling	SES	24,412.00	-	-	73,237.00	-	97,649.00	97,649.00	97,649.00	-	-	-
Sub Activity Subtotal			24,412.00	-	-	73,237.00	-	97,649.00	97,649.00	97,649.00	-	-	-
Hall - Nanango Cultu													
006887	Nanango Cultural Centre - Replace Chairs	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Sub Activity Subtotal			30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Hall - Mondure													
006838	Mondure Hall-ReRoof & Structural Upgrad	CONTRIB	-	-	-	-	-	-	-	-	18,969.72	118,157.27	137,126.99
Sub Activity Subtotal			-	-	-	-	-	-	-	-	18,969.72	118,157.27	137,126.99
Hall - Blackbutt Mem													
006888	DLGGSP - Blackbutt Memorial Hall- ReRo	LGGSP	80,000.00	-	-	120,000.00	-	200,000.00	200,000.00	200,000.00	139,021.00	-	139,021.00
Sub Activity Subtotal			80,000.00	-	-	120,000.00	-	200,000.00	200,000.00	200,000.00	139,021.00	-	139,021.00
Housing													
006889	Nanango - Railway Ln Rental House- ReRo	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
006890	Nanango - Appin St Units- Reseal Carpark	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	70,171.04	2,056.72	72,227.76
006891	Nanango-Brighthaven Units-Reno 2 Bathm	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	40,000.00	-	1,100.12	1,100.12
Sub Activity Subtotal			190,000.00	-	-	-	-	190,000.00	190,000.00	190,000.00	70,171.04	3,156.84	73,327.88
Museum - Boondooma H													
006749	Boondooma Homestead - Replace Tourisn	COUNCIL	-	-	-	-	-	-	-	-	-	2,100.00	2,100.00
006892	Boondooma Homestead - Restoration	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	-	-	-
Sub Activity Subtotal			50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	-	2,100.00	2,100.00
Swimming Pool - King													
006761	Kingaroy Memorial Pool - Construction Dr	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
006897	Kingaroy S/Pool-Install Paramobility Pod	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
006987	Heat Pump - Kingaroy Learn to Swim Pool	-	-	-	-	-	-	-	-	-	-	9,450.00	9,450.00
006991	Kingaroy S/Pool - Replace L2Swim Heat P	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	9,450.00	9,450.00
Swimming Pool - Murg													

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditures	2023/2024 Actual Expenditure & Commitments
006895	BBRF-Murgon S/Pool- Reseal Joint&Repai	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	140,000.00	-	-	-
Sub Activity Subtotal			140,000.00	-	-	-	-	140,000.00	140,000.00	140,000.00	-	-	-
Swimming Pool - Wondai													
006536	Wondai Swimming Pool Refurbishment	BBRF	-	-	-	-	-	-	-	-	-	247,600.36	247,600.36
006896	Wondai S/Pool - Install Paramobility Pod	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
006992	LRCI_4_B - Wondai SP - Disabled Car Pa	LRCI_4_B	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	247,600.36	247,600.36
Sp/ground-Murgon													
006893	LRCI - Murgon PCYC - Bathroom Renovat	LRCI_4_A	-	-	-	650,000.00	-	650,000.00	650,000.00	650,000.00	-	-	-
006894	Murgon PCYC - New Balustrade & Seating	COUNCIL	80,000.00	-	-	-	-	80,000.00	80,000.00	80,000.00	-	-	-
Sub Activity Subtotal			80,000.00	-	-	650,000.00	-	730,000.00	730,000.00	730,000.00	-	-	-
General													
006827	Purchase of 3 new Christmas Trees	COUNCIL	-	-	-	-	-	-	-	-	54,354.73	26,790.37	81,145.10
Sub Activity Subtotal			-	-	-	-	-	-	-	-	54,354.73	26,790.37	81,145.10
Activity Total			1,084,412.00	-	-	843,237.00	-	1,927,649.00	1,927,649.00	1,927,649.00	291,407.40	423,114.72	714,522.12
Office													
Admin Office - Kinga													
005483	Council Chambers Audio Video	COUNCIL	-	-	-	-	-	-	-	-	-	19,261.75	19,261.75
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	19,261.75	19,261.75
Info Serv - ICT													
000379	Computer Infrastructure & Upgrade	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	140,000.00	139,989.00	-	139,989.00
000381	Server Hardware	COUNCIL	135,000.00	-	-	-	-	135,000.00	135,000.00	135,000.00	-	131,378.10	131,378.10
000382	Photocopiers & Printers	COUNCIL	32,000.00	-	-	-	-	32,000.00	32,000.00	32,000.00	-	-	-
006052	Microwave Radio & Hardware	COUNCIL	35,000.00	-	-	-	-	35,000.00	35,000.00	35,000.00	-	13,025.00	13,025.00
006053	MS Cloud Provisioning	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Sub Activity Subtotal			372,000.00	-	-	-	-	372,000.00	372,000.00	372,000.00	139,989.00	144,403.10	284,392.10
Activity Total			372,000.00	-	-	-	-	372,000.00	372,000.00	372,000.00	139,989.00	163,664.85	303,653.85
Fleet													
Plant & Fleet Manage													
006515	Plant and Fleet Replacement 2021-22	COUNCIL	-	-	-	-	-	-	-	-	1,408,012.23	-	1,408,012.23
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	-	-	-	-	-	-	-	2,626,274.24	99,515.08	2,725,789.32
006876	Plant & Fleet Replacement 2023/2024	COUNCIL	1,959,108.00	2,191,392.00	415,000.00	-	-	4,565,500.00	4,565,500.00	4,565,500.00	-	-	-
Sub Activity Subtotal			1,959,108.00	2,191,392.00	415,000.00	-	-	4,565,500.00	4,565,500.00	4,565,500.00	4,034,286.47	99,515.08	4,133,801.55
Activity Total			1,959,108.00	2,191,392.00	415,000.00	-	-	4,565,500.00	4,565,500.00	4,565,500.00	4,034,286.47	99,515.08	4,133,801.55
Community & Lifestyle													
Aerodrome - Kingaroy													
006583	RAP-Kingaroy Aerodrome Lighting Upgrad	RAP	-	-	-	-	-	-	-	-	-	412.80	412.80
006910	CP-Kingaroy Airport Security fence&gate	RAP	30,000.00	-	-	30,000.00	-	60,000.00	60,000.00	60,000.00	-	-	-
006911	CP-Kingaroy Airport Line Marking	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	40,000.00	-	1,854.55	1,854.55
006912	CP-Kingaroy Airport Stage 1 Masterplan	COUNCIL	10,000.00	-	-	-	-	10,000.00	10,000.00	10,000.00	-	-	-
007003	CP-Kingaroy Aerodrome - Pavement Repa	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			80,000.00	-	-	30,000.00	-	110,000.00	110,000.00	110,000.00	-	2,267.35	2,267.35
Aerodrome - Wondai													
006771	CP - Wondai Aerodrome - Reseal Carpark	COUNCIL	45,000.00	-	-	-	-	45,000.00	45,000.00	45,000.00	24,855.67	-	24,855.67
Sub Activity Subtotal			45,000.00	-	-	-	-	45,000.00	45,000.00	45,000.00	24,855.67	-	24,855.67
Cemeteries - Kingaro													
006772	CP - Taabinga Cemetery - Carpark reseal	COUNCIL	45,000.00	-	-	-	-	45,000.00	45,000.00	45,000.00	-	-	-
006774	CP - Taabinga Cemetery expansion	COUNCIL	52,000.00	-	-	-	-	52,000.00	52,000.00	52,000.00	-	-	-
006913	CP-All Cemeteries - new signage	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	25,000.00	-	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditures	2023/2024 Actual Expenditure & Commitments
006914	CP-Taabinga Cemetery road formation-law	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Sub Activity Subtotal			152,000.00	-	-	-	-	152,000.00	152,000.00	152,000.00	-	-	-
Cemeteries - Murgon													
006993	Murgon Cemetery - Toilet Emergency Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-
Cemeteries - Proston													
006775	CP - Proston Cemetery - Expansion/Road	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Sub Activity Subtotal			30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Cemeteries - Blackbu													
006828	CP - Blackbutt Cemetery - New Plinths	COUNCIL	-	-	-	-	-	-	-	-	909.09	-	909.09
Sub Activity Subtotal			-	-	-	-	-	-	-	-	909.09	-	909.09
Saleyards - Coolabun													
006777	CP - Coolabunia Saleyards-Asset Upgrade	COUNCIL	180,000.00	-	-	-	-	180,000.00	180,000.00	180,000.00	-	21,423.57	21,423.57
006915	CP-Coolabunia Saleyards truckwash upgra	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	25,000.00	-	-	-
Sub Activity Subtotal			205,000.00	-	-	-	-	205,000.00	205,000.00	205,000.00	-	21,423.57	21,423.57
Tourism - Yallakool													
006804	Yallakool & Boondooma Dams Upgrade Pr	TED	-	-	-	-	-	-	-	-	82,792.00	7,122.72	89,914.72
006916	CP-BP Dam Washing machine & Dryers	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	1,363.64	-	1,363.64
006917	CP-Boondooma Dam Access Ramp & Rec	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	25,000.00	-	-	-
Sub Activity Subtotal			55,000.00	-	-	-	-	55,000.00	55,000.00	55,000.00	84,155.64	7,122.72	91,278.36
Tourism - Lake Boon													
006918	CP-Boondooma Dam Fuel Bowsers	COUNCIL	27,831.00	-	-	-	-	27,831.00	27,831.00	27,831.00	-	-	-
Sub Activity Subtotal			27,831.00	-	-	-	-	27,831.00	27,831.00	27,831.00	-	-	-
Activity Total			594,831.00	-	-	30,000.00	-	624,831.00	624,831.00	624,831.00	109,920.40	30,813.64	140,734.04
lant & Equipment													
General													
006853	DisasterResilience-DedicatedStorageNort	DRFA	-	-	-	-	-	-	-	-	-	6,027.00	6,027.00
006854	DisasterResilience-DedicatedStorageSout	DRFA	-	-	-	-	-	-	-	-	-	5,927.00	5,927.00
006855	DisasterResilience-DedicatedStorageCent	DRFA	-	-	-	-	-	-	-	-	-	6,027.00	6,027.00
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	5,537.73	5,537.73
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	23,518.73	23,518.73
Activity Total			-	-	-	-	-	-	-	-	-	23,518.73	23,518.73
arks													
Sp/ground-Maidenwel													
006920	Maidenwell Completion of steps to Coomb	COUNCIL	70,000.00	-	-	-	-	70,000.00	70,000.00	70,000.00	-	-	-
Sub Activity Subtotal			70,000.00	-	-	-	-	70,000.00	70,000.00	70,000.00	-	-	-
W4Q - Round 4													
006531	W4Q4-Benarkin Park Renewal	W4Q4	-	-	-	-	-	-	-	-	7,263.64	9,742.64	17,006.28
006532	W4Q4-Murgon QE11 Park-Stage 1	W4Q4	-	-	-	-	-	-	-	-	-	17,170.46	17,170.46
006752	W4Q4-Kingaroy Lions Park Playground	W4Q4	-	-	-	95,000.00	-	95,000.00	95,000.00	95,000.00	97,168.05	7,435.30	104,603.35
006758	W4Q4-Lions Park Kingaroy Amenities	W4Q4	-	-	-	269,815.00	-	269,815.00	269,815.00	269,815.00	187,220.00	7,838.63	195,058.63
006759	W4Q4-Wondai 24hr Camping Grounds	W4Q4	-	-	-	150,000.00	-	150,000.00	150,000.00	150,000.00	17,287.50	185.00	17,472.50
006806	W4Q4-Tipperary Flat N'go-Water Feature	W4Q4	-	-	-	-	-	-	-	-	-	145.06	145.06
006807	W4Q4-Tipperary Flat N'go - Rd & Carpark	W4Q4	-	-	-	-	-	-	-	-	21,888.50	34,231.22	56,119.72
006925	W4Q4-Kumbia Park Redevelopment	W4Q4	-	-	-	115,000.00	-	115,000.00	115,000.00	115,000.00	4,599.00	4,315.23	8,914.23
006926	W4Q4-Kingaroy Memorial Park	W4Q4	-	-	-	321,450.00	-	321,450.00	321,450.00	321,450.00	37,397.92	270,873.17	308,271.09
Sub Activity Subtotal			-	-	-	951,265.00	-	951,265.00	951,265.00	951,265.00	372,824.61	351,936.71	724,761.32
Parks - Kingaroy													
006018	CP K'Roy Apex Park-Carpark, Path & Pain	COUNCIL	-	-	-	-	-	-	-	-	-	320.00	320.00

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
006849	DRFA-Memorial Park Footbridge	DRFA	-	-	-	231,030.00	-	231,030.00	231,030.00	231,030.00	-	-	-
006875	MIP-Memorial Park Multi Court & Ninja	MIP	200,000.00	-	-	250,000.00	-	450,000.00	450,000.00	450,000.00	-	-	-
006929	Kingaroy Carew Park Shelter and Trees	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	40,000.00	12,005.81	-	12,005.81
006930	Kumbia Recreation Park Redevelopment	COUNCIL	200,000.00	-	-	-	-	200,000.00	200,000.00	200,000.00	-	-	-
006938	Kingaroy Apex Park Carpark	COUNCIL	120,000.00	-	-	-	-	120,000.00	120,000.00	120,000.00	56,312.00	-	56,312.00
006999	Kingaroy Memorial Park Master/Concept P	COUNCIL	-	-	-	-	-	-	-	-	23,490.00	4,000.00	27,490.00
Sub Activity Subtotal			560,000.00	-	-	481,030.00	-	1,041,030.00	1,041,030.00	1,041,030.00	91,807.81	4,320.00	96,127.81
Parks - Nanango													
006921	Nanango Pioneer Park walking tracks	COUNCIL	6,000.00	-	-	-	-	6,000.00	6,000.00	6,000.00	-	-	-
006922	Nanango Pioneer Park Repair Washouts	COUNCIL	6,000.00	-	-	-	-	6,000.00	6,000.00	6,000.00	-	-	-
006923	Nanango Lions Park Replace damaged slk	COUNCIL	7,500.00	-	-	-	-	7,500.00	7,500.00	7,500.00	-	-	-
006933	Nanango Butter Factory Park Amenities	COUNCIL	220,000.00	-	-	-	-	220,000.00	220,000.00	220,000.00	-	2,618.18	2,618.18
006934	Nanango Lions Park Shade Sail and Swing	CONTRIB	-	-	-	52,318.00	-	52,318.00	52,318.00	52,318.00	-	-	-
006998	Tipperary Flat N'go-Toilet Block Varnish	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			239,500.00	-	-	52,318.00	-	291,818.00	291,818.00	291,818.00	-	2,618.18	2,618.18
Parks - Blackbutt													
006919	Blackbutt Les Muller Park	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	15,440.00	22,971.44	38,411.44
006931	Benarkin First Settlers Park Playground	COUNCIL	150,000.00	-	-	-	-	150,000.00	150,000.00	150,000.00	73,407.50	697.00	74,104.50
006932	Blackbutt to Linville Rail Trail	QRA	-	-	-	100,000.00	-	100,000.00	100,000.00	100,000.00	-	-	-
006994	Blackbutt Les Muller Park - Toilet Block	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			200,000.00	-	-	100,000.00	-	300,000.00	300,000.00	300,000.00	88,847.50	23,668.44	112,515.94
Parks - Murgon													
006753	Murgon QEII Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	1,288.00	-	1,288.00
006927	Murgon Skate Park Half Basketball court	COUNCIL	32,000.00	-	-	-	-	32,000.00	32,000.00	32,000.00	-	-	-
006928	Murgon QE11 Park Stage 2 Redevelopment	COUNCIL	450,000.00	-	-	-	-	450,000.00	450,000.00	450,000.00	142,246.88	2,551.55	144,798.43
Sub Activity Subtotal			482,000.00	-	-	-	-	482,000.00	482,000.00	482,000.00	143,534.88	2,551.55	146,086.43
Parks - Wondai													
006935	DFRA Dingo Creek Carpark	DRFA	-	-	-	180,260.00	-	180,260.00	180,260.00	180,260.00	59,513.00	31,414.28	90,927.28
006996	Wondai Dingo Creek Park playground light	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			-	-	-	180,260.00	-	180,260.00	180,260.00	180,260.00	59,513.00	31,414.28	90,927.28
Parks - Proston													
006877	Proston Lookout - Lookout Redevelopment	COUNCIL	16,000.00	-	-	-	-	16,000.00	16,000.00	16,000.00	-	20,454.49	20,454.49
006878	Proston Lookout Bollards	COUNCIL	8,000.00	-	-	-	-	8,000.00	8,000.00	8,000.00	-	-	-
006924	Proston Railway Park Walking track	COUNCIL	10,000.00	-	-	-	-	10,000.00	10,000.00	10,000.00	-	-	-
Sub Activity Subtotal			34,000.00	-	-	-	-	34,000.00	34,000.00	34,000.00	-	20,454.49	20,454.49
Rail Trails													
006936	DFRA Kingaroy-Murgon Rail Trail Crossing	DRFA	-	-	-	423,314.00	-	423,314.00	423,314.00	423,314.00	-	-	-
006937	LRCI Kingaroy-Murgon Rail Trail Reseal	LRCI_4_A	-	-	-	994,465.00	-	994,465.00	994,465.00	994,465.00	-	-	-
Sub Activity Subtotal			-	-	-	1,417,779.00	-	1,417,779.00	1,417,779.00	1,417,779.00	-	-	-
General													
006995	REGIONAL-CCTV Install and Server Upgr	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-
Activity Total			1,585,500.00	-	-	3,182,652.00	-	4,768,152.00	4,768,152.00	4,768,152.00	756,527.80	436,963.65	1,193,491.43
Loads													
W4Q - Round 4													
006975	W4Q4 Wondai CBD Scott Street	W4Q4	-	-	-	700,000.00	-	700,000.00	700,000.00	700,000.00	6,080.00	12,575.48	18,655.48
Sub Activity Subtotal			-	-	-	700,000.00	-	700,000.00	700,000.00	700,000.00	6,080.00	12,575.48	18,655.48
Bridges													
006538	Murgon-CherbourgRd-SawpitCKBridge-Gui	COUNCIL	-	104,736.00	-	-	-	104,736.00	104,736.00	104,736.00	8,839.00	-	8,839.00
006540	Cushnie-HomecreekLoopRd-TimberBridge	BRP	-	190,000.00	-	583,680.00	-	773,680.00	773,680.00	773,680.00	14,888.67	28,994.50	43,883.17

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Sub Activity Subtotal			-	294,736.00	-	583,680.00	-	878,416.00	878,416.00	878,416.00	23,727.67	28,994.50	52,722.17
Rural Drainage													
006984	EV03 Betterment Williams Road	DRFA	-	-	-	-	-	-	-	-	15,990.00	11,224.56	27,214.56
Sub Activity Subtotal			-	-	-	-	-	-	-	-	15,990.00	11,224.56	27,214.56
KTP													
005284	Kingaroy-Transformation Project	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
006211	KTP-Alford St (Youngman-GlendonSt) Wor	COUNCIL	-	-	-	-	-	-	-	-	5,077.60	-	5,077.60
006212	KTP-Alford St(GlendonSt-KingaroySt)Work	COUNCIL	-	-	-	-	-	-	-	-	18,870.99	20,991.80	39,862.79
006213	KTP-Kingaroy St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	11,601.89	2,770.96	14,372.85
006214	KTP-Haly St(KingaroySt-GlendonSt)Works	COUNCIL	-	-	-	-	-	-	-	-	8,649.39	995.00	9,644.39
006215	KTP-Haly St(GlendonSt-YoungmanSt)Wor	COUNCIL	-	-	-	-	-	-	-	-	21,620.83	2,275.00	23,895.83
006216	KTP-Glendon St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	16,476.68	34,074.09	50,550.77
Sub Activity Subtotal			-	-	-	-	-	-	-	-	82,297.38	61,106.85	143,404.23
Grav Resheet													
006684	Boole-Hillsdale Rd-SR	COUNCIL	-	-	-	-	-	-	-	-	8,333.22	-	8,333.22
006907	Benarkin-Staines Rd-GR	COUNCIL	350,000.00	-	-	-	-	350,000.00	350,000.00	350,000.00	17,978.48	6,976.00	24,954.48
006908	Boole-Nystrom Rd-GR	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	50,000.00	5,024.67	8,241.55	13,266.22
006939	Wooroolin-Denmark Rd-SR	COUNCIL	91,839.00	-	-	-	-	91,839.00	91,839.00	91,839.00	6,605.00	34,998.52	41,603.52
006940	Crawford-Liesegang Rd-SR	COUNCIL	86,210.00	-	-	-	-	86,210.00	86,210.00	86,210.00	850.00	68,803.65	69,653.65
006941	Ellesmere-Parker Rd-SR	COUNCIL	64,159.00	-	-	-	-	64,159.00	64,159.00	64,159.00	-	1,639.02	1,639.02
006942	Benair-Reedy Creek Rd-SR	COUNCIL	91,317.00	-	-	-	-	91,317.00	91,317.00	91,317.00	834.55	81,691.64	82,526.19
006943	Memerambi-Couchmans Rd-SR	COUNCIL	166,475.00	-	-	-	-	166,475.00	166,475.00	166,475.00	68,579.01	244,190.55	312,769.56
006977	Gravel Resheeting Program 2024	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
Sub Activity Subtotal			1,000,000.00	-	-	-	-	1,000,000.00	1,000,000.00	1,000,000.00	108,204.93	446,540.93	554,745.86
Pavement Rehab													
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	-	-	-	-	-	48,777.91	10,357.39	59,135.30
006188	Kingaroy/Wondai-BunyaHwyMedianUpgrac	COUNCIL	-	-	-	-	-	-	-	-	-	11,704.32	11,704.32
006674	TIDS-Comdale-Comdale Rd-Widening	TIDS	59,778.00	-	-	59,778.00	-	119,556.00	119,556.00	119,556.00	-	29,159.68	29,159.68
006675	TIDS-Nanango CBD-Disabled Parking Bay	TIDS	-	-	-	-	-	-	-	-	-	3,899.66	3,899.66
006970	RTR-Tingoora Chelmsford Rd-Pavement F	RTR	449,981.00	-	-	1,480,019.00	-	1,930,000.00	1,930,000.00	1,930,000.00	15,840.00	20,616.48	36,456.48
006978	Major Mechanical Repairs Sealed Roads	COUNCIL	1,000,000.00	-	-	-	-	1,000,000.00	1,000,000.00	1,000,000.00	-	-	-
007004	Wondai Roundabout	COUNCIL	-	800,000.00	-	-	-	800,000.00	800,000.00	800,000.00	-	-	-
Sub Activity Subtotal			1,509,759.00	800,000.00	-	1,539,797.00	-	3,849,556.00	3,849,556.00	3,849,556.00	64,617.91	75,737.53	140,355.44
Footpaths & Cycleway													
006739	Nanango-Drayton St-Footpath	COUNCIL	-	100,000.00	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
006944	TIDS-Kingaroy-Tessmanns Rd-Footpath	TIDS	96,328.00	-	-	31,810.00	-	128,138.00	128,138.00	128,138.00	-	6,614.27	6,614.27
006945	TIDS-Wooroolin State School-Footpath	TIDS	25,000.00	-	-	25,000.00	-	50,000.00	50,000.00	50,000.00	11,059.10	1,884.43	12,943.53
006948	STIP-St Marys-Kent St-Footpath	STIP	78,410.00	-	-	79,000.00	-	157,410.00	157,410.00	157,410.00	93,170.87	7,214.27	100,385.14
006949	STIP-Murgon-State&HighSchools-Footpat	STIP	49,610.00	-	-	49,500.00	-	99,110.00	99,110.00	99,110.00	20,872.29	33,245.37	54,117.66
006950	STIP-MurgonStateHighSchool-Parking	STIP	235,554.00	-	-	236,500.00	-	472,054.00	472,054.00	472,054.00	67,811.42	129,031.27	196,842.69
006951	STIP-Kingaroy-State/HighSchool-Park&Pei	STIP	85,308.00	-	-	58,000.00	-	143,308.00	143,308.00	143,308.00	47,507.10	48,927.94	96,435.04
Sub Activity Subtotal			570,210.00	100,000.00	-	479,810.00	-	1,150,020.00	1,150,020.00	1,150,020.00	240,420.78	226,917.55	467,338.33
Pedestrian Crossing													
006946	STIP-Murgon State School-CrossingUpgra	STIP	-	-	-	116,000.00	-	116,000.00	116,000.00	116,000.00	53,943.30	15,449.71	69,393.01
Sub Activity Subtotal			-	-	-	116,000.00	-	116,000.00	116,000.00	116,000.00	53,943.30	15,449.71	69,393.01
Concrete Medians													
006947	STIP-KSS/KSHS Markwell St-BusInterchar	STIP	108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	218,900.00	-	2,042.73	2,042.73
Sub Activity Subtotal			108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	218,900.00	-	2,042.73	2,042.73
Bitumen Resealing													

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
005855	Bitumen Sealing Various Roads	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
006706	RTR-Nanango-Hicken Way-Reseal	RTR	-	-	-	-	-	-	-	-	-	616.21	616.21
006716	LRCI-Wondal-Edward St-Reseal	LRCI_3	-	-	-	-	-	-	-	-	-	1,359.80	1,359.80
006717	LRCI-Kingaroy-First Ave-Reseal	LRCI_3	-	-	-	-	-	-	-	-	40,241.48	8,128.84	48,370.32
006719	LRCI-Kingaroy-Haly St-Reseal	LRCI_3	-	-	-	-	-	-	-	-	119,551.95	999.91	120,551.86
006721	LRCI-Kingaoy-River Rd-Reseal	LRCI_3	-	-	-	-	-	-	-	-	115,928.48	1,719.49	117,647.97
006722	LRCI-Runnymede-Runnymede Rd-Reseal	LRCI_3	-	-	-	-	-	-	-	-	113,038.95	3,067.52	116,106.47
006725	LRCI-Taromeo-Old Esk Rd-Reseal	LRCI_3	-	-	-	-	-	-	-	-	113,038.96	883.98	113,922.94
006727	LRCI-Tingoora-Tingoora Chelmsford Rd-R	LRCI_3	-	-	-	-	-	-	-	-	-	4,822.39	4,822.39
006953	Nanango-Bushnells Rd-Reseal	COUNCIL	50,400.00	-	-	-	-	50,400.00	50,400.00	50,400.00	-	3,405.21	3,405.21
006954	Warmung-Friebergs Rd-Reseal	COUNCIL	105,840.00	-	-	-	-	105,840.00	105,840.00	105,840.00	-	2,425.00	2,425.00
006955	Booie-Gatto Rd-Reseal	COUNCIL	25,200.00	-	-	-	-	25,200.00	25,200.00	25,200.00	9,005.50	3,841.21	12,846.71
006956	Brooklands-Kumbia Rd-Reseal	COUNCIL	42,570.00	-	-	-	-	42,570.00	42,570.00	42,570.00	-	943.71	943.71
006957	Booie-MaCauley Dr-Reseal	COUNCIL	119,700.00	-	-	-	-	119,700.00	119,700.00	119,700.00	9,005.50	5,168.61	14,174.11
006958	Kingaroy-MacDiarmid St-Reseal	COUNCIL	32,832.00	-	-	-	-	32,832.00	32,832.00	32,832.00	9,005.50	801.20	9,806.70
006959	Mondure-McConnel Way-Reseal	COUNCIL	28,800.00	-	-	-	-	28,800.00	28,800.00	28,800.00	-	616.21	616.21
006960	Wattlecamp-MemerambiBarkersCreekRd-f	COUNCIL	84,900.00	-	-	-	-	84,900.00	84,900.00	84,900.00	-	874.21	874.21
006961	TIDS-Silverleaf-MondureWheatlands-Rese	TIDS	300,745.00	-	-	39,735.00	-	340,480.00	340,480.00	340,480.00	1,581.00	1,895.33	3,476.33
006962	Byee-Silverleaf Rd-Reseal	COUNCIL	429,120.00	-	-	-	-	429,120.00	429,120.00	429,120.00	-	801.21	801.21
006963	TIDS-Haly Creek-Stuart Valley Dr-Reseal	TIDS	169,920.00	-	-	169,920.00	-	339,840.00	339,840.00	339,840.00	-	1,040.64	1,040.64
006964	Charlestown-Transmitter Rd-Reseal	COUNCIL	238,960.00	-	-	-	-	238,960.00	238,960.00	238,960.00	909.09	801.21	1,710.30
006965	Wooroolin-Wellers Rd-Reseal	COUNCIL	120,900.00	-	-	-	-	120,900.00	120,900.00	120,900.00	-	801.21	801.21
006966	Booie-Darcie St-Reseal	COUNCIL	80,280.00	-	-	-	-	80,280.00	80,280.00	80,280.00	9,005.50	801.21	9,806.71
006967	Booie-Brittany Court-Reseal	COUNCIL	30,089.00	-	-	-	-	30,089.00	30,089.00	30,089.00	9,005.50	801.21	9,806.71
006968	Booie-Tidar Ct-Reseal	COUNCIL	30,089.00	-	-	-	-	30,089.00	30,089.00	30,089.00	9,005.50	801.25	9,806.75
Sub Activity Subtotal			1,890,345.00	-	-	209,655.00	-	2,100,000.00	2,100,000.00	2,100,000.00	558,322.91	47,416.77	605,739.68
General													
006556	Blackspot-Glendon/MarkwellSt-SafetyUpgr	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
006682	Advanced Design 22/23	COUNCIL	-	-	-	-	-	-	-	-	-	6,824.53	6,824.53
006733	Kingaroy-Birt Rd-Dust Suppression Trial	COUNCIL	-	-	-	-	-	-	-	-	-	2,511.23	2,511.23
006735	Kingaroy-Leopard Court-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	22.00	22.00
006805	North Street Kerb & Channelling	COUNCIL	121,500.00	-	-	-	-	121,500.00	121,500.00	121,500.00	31,644.60	83,013.62	114,658.22
006969	Advanced Design 23/24	COUNCIL	250,000.00	-	-	-	-	250,000.00	250,000.00	250,000.00	32,177.50	4,448.00	36,625.50
006979	Unallocated Renewal Funds	COUNCIL	178,500.00	-	-	-	-	178,500.00	178,500.00	178,500.00	-	-	-
Sub Activity Subtotal			550,000.00	-	-	-	-	550,000.00	550,000.00	550,000.00	63,822.10	96,819.38	160,641.48
Urban Drainage													
006741	Kingaroy-Moonya St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	1,421.62	1,421.62
006742	Nanango-Chester St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	947.74	947.74
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	2,369.36	2,369.36
FD & Complimentary													
006736	Flood Damage - Council Betterment	COUNCIL	-	2,000,000.00	-	-	-	2,000,000.00	2,000,000.00	2,000,000.00	-	-	-
006813	EV03 Betterment Mondure Crossing Road	QRA	-	-	-	-	-	-	-	-	-	4,855.64	4,855.64
006843	EV04 Betterment Mercer Springate Road	QRA	-	-	-	-	-	2,370.00	-	-	22,932.50	2,370.00	25,302.50
006844	EV01 Betterment Dip & Flagstone Creek R	QRA	-	-	-	-	-	-	-	-	64,068.00	2,722.50	66,790.50
006986	Couchmans Road Comp Pavement repair	COUNCIL	-	-	-	-	-	-	-	-	1,008.72	17,462.60	18,471.32
007000	Ryan Reagon Rd Comp Works gravel resh	COUNCIL	-	-	-	-	-	-	-	-	-	5,161.53	5,161.53
Sub Activity Subtotal			-	2,000,000.00	-	-	-	2,000,000.00	2,000,000.00	2,000,000.00	88,009.22	32,572.27	120,581.45
Activity Total			5,629,214.00	3,194,736.00	-	3,738,942.00	-	12,562,892.00	12,562,892.00	12,562,892.00	1,305,436.20	1,059,767.62	2,365,203.82
Water Services													
W4Q - Round 4													
006906	W4Q4-Kingaroy Water Security MIWooroo	W4Q4	-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	1,750,000.00	18,080.00	-	18,080.00
Sub Activity Subtotal			-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	1,750,000.00	18,080.00	-	18,080.00
Water - General Oper													

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
006503	S1 & S2 - PC, SCADA & Telemetry WATEF	COUNCIL	-	183,332.00	-	-	-	183,332.00	183,332.00	183,332.00	120,735.00	32,060.00	152,795.00
006640	S2- PC, SCADA & Telemetry WATER	COUNCIL	-	-	-	-	-	-	-	-	162.00	-	162.00
006898	S3 - PC, SCADA & Telemetry WATER	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	175,000.00	3,650.00	-	3,650.00
006909	Solar panels for treatment plants	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	-	-	-
Sub Activity Subtotal			205,000.00	183,332.00	-	-	-	388,332.00	388,332.00	388,332.00	124,547.00	32,060.00	156,607.00
Water - Blackbutt													
006788	Blackbutt HL PS Switchboard renewal +	COUNCIL	-	175,000.00	-	-	-	175,000.00	175,000.00	175,000.00	-	-	-
006899	Blackbutt WTP Switchboard Renewal & PC	COUNCIL	400,000.00	-	-	-	-	400,000.00	400,000.00	400,000.00	-	-	-
Sub Activity Subtotal			400,000.00	175,000.00	-	-	-	575,000.00	575,000.00	575,000.00	-	-	-
Water - Kingaroy													
005497	KWS-William St (Haly-Queen) WMR		-	-	-	-	-	-	-	-	-	788.57	788.57
005547	Gordonbrook WTP - Post Con Contract Wt	COUNCIL	-	-	-	-	-	-	-	-	59,990.43	140,890.88	200,881.31
006516	Gordonbrook Off Stream Storage Design	BOR_6	-	278,721.00	-	-	-	278,721.00	278,721.00	278,721.00	254,604.62	12,853.55	267,458.17
006517	Water Meter Replacement Program - 21/22	COUNCIL	-	-	-	-	-	-	-	-	-	3,989.66	3,989.66
006566	Gordonbrook Dam Emergency Repairs 202	COUNCIL	-	-	-	-	-	-	-	-	35,845.00	-	35,845.00
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	-	-	-	-	-	-	-	67,791.39	87.53	67,878.92
006783	Gordonbrook Dam Spillway AFC D&C	COUNCIL	-	-	-	-	800,000.00	800,000.00	800,000.00	800,000.00	-	-	-
006787	Kingaroy Water Security Trunk Infra Upgr	COUNCIL	-	244,125.00	-	-	-	244,125.00	244,125.00	244,125.00	1,415.00	2,360.00	3,775.00
006882	WMR Markwell St Kingaroy	COUNCIL	98,000.00	-	-	-	-	98,000.00	98,000.00	98,000.00	3,150.00	12,396.42	15,546.42
006900	WMR Alford St Kingaroy (William-Burnett)	COUNCIL	133,000.00	-	-	-	-	133,000.00	133,000.00	133,000.00	-	-	-
006901	WMR Glendon St Kingaroy(Alford-Markwel	COUNCIL	78,400.00	-	-	-	-	78,400.00	78,400.00	78,400.00	3,213.63	8,777.02	11,990.65
006902	DriveIn W/Main Bunya Hwy Joint Replacen	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	100,000.00	-	-	-
006976	Jubilee St Kingaroy (End to IanSt)	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	30,000.00	3,059.97	14,590.26	17,650.23
Sub Activity Subtotal			439,400.00	522,846.00	-	-	800,000.00	1,762,246.00	1,762,246.00	1,762,246.00	429,070.04	196,733.89	625,803.93
Water - Nanango													
006657	WMR Dalby St Nanango (Gipps-ChesterSt	COUNCIL	-	-	-	-	-	-	-	-	552.86	1,926.86	2,479.72
006785	Nanango WTP & Bores A, B, C , etc	COUNCIL	-	340,000.00	-	-	-	340,000.00	340,000.00	340,000.00	-	-	-
Sub Activity Subtotal			-	340,000.00	-	-	-	340,000.00	340,000.00	340,000.00	552.86	1,926.86	2,479.72
Water - Proston													
006055	Proston-SCADA Platform Update	COUNCIL	-	-	-	-	-	-	-	-	4,369.32	-	4,369.32
006658	WMR Blake St, Proston (Drake-RodneySt)	COUNCIL	-	-	-	-	-	-	-	-	6,314.82	20,155.18	26,470.00
Sub Activity Subtotal			-	-	-	-	-	-	-	-	10,684.14	20,155.18	30,839.32
Water - Wondai													
006659	WMR Mackenzie St, Wondai (Osborne-Eni	COUNCIL	-	208,574.00	-	-	-	208,574.00	208,574.00	208,574.00	74,848.11	34,786.58	109,634.69
006660	WMR Mackenzie St, Wondai (Osborne-Scr	COUNCIL	-	138,116.00	-	-	-	138,116.00	138,116.00	138,116.00	11,262.32	76,024.24	87,286.56
006661	WMR Cadell St, Wondai (Scott - Kent St)	COUNCIL	-	-	-	-	-	-	-	-	13,922.63	91,156.17	105,078.80
006881	Media Replacement Wondai	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	140,000.00	12,673.00	-	12,673.00
Sub Activity Subtotal			140,000.00	346,690.00	-	-	-	486,690.00	486,690.00	486,690.00	112,706.06	201,966.99	314,673.00
Activity Total			1,184,400.00	1,817,868.00	-	1,500,000.00	800,000.00	5,302,268.00	5,302,268.00	5,302,268.00	695,640.10	452,842.92	1,148,483.00
Wastewater Services													
Wastewater - General													
005826	Update Scada/Cyber Security	COUNCIL	-	-	-	-	-	-	-	-	5,348.00	-	5,348.00
006641	S2- PC, SCADA & Telemetry WASTEWAT	COUNCIL	-	166,747.00	-	-	-	166,747.00	166,747.00	166,747.00	66,870.00	64,420.00	131,290.00
006903	S3- PC, SCADA & Telemetry WASTEWAT	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	175,000.00	4,720.00	-	4,720.00
006904	Regional Sewer Relining	COUNCIL	1,600,000.00	-	-	-	-	1,600,000.00	1,600,000.00	1,600,000.00	144,640.00	-	144,640.00
Sub Activity Subtotal			1,775,000.00	166,747.00	-	-	-	1,941,747.00	1,941,747.00	1,941,747.00	221,578.00	64,420.00	285,998.00
Wastewater - Kingaroy													
006905	Kingaroy SPS2 Tessmanns Rd Switchboar	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	175,000.00	4,520.00	-	4,520.00
Sub Activity Subtotal			175,000.00	-	-	-	-	175,000.00	175,000.00	175,000.00	4,520.00	-	4,520.00

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Wastewater - Nanango													
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	-	210,000.00	-	-	-	210,000.00	210,000.00	210,000.00	4,520.00	-	4,520.00
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	-	140,000.00	-	-	-	140,000.00	140,000.00	140,000.00	4,520.00	-	4,520.00
Sub Activity Subtotal			-	350,000.00	-	-	-	350,000.00	350,000.00	350,000.00	9,040.00	-	9,040.00
CEC - Proston													
006510	BDWW-WWTP1 SB Renewal	COUNCIL	-	-	-	-	-	-	-	-	-	16,381.97	16,381.97
006796	Proston CED Pump Station Replace & Rer	COUNCIL	-	210,000.00	-	-	-	210,000.00	210,000.00	210,000.00	4,520.00	-	4,520.00
Sub Activity Subtotal			-	210,000.00	-	-	-	210,000.00	210,000.00	210,000.00	4,520.00	16,381.97	20,901.97
Activity Total			1,950,000.00	726,747.00	-	-	-	2,676,747.00	2,676,747.00	2,676,747.00	239,658.00	80,801.97	320,459.97
Waste Management - R													
006607	New Maidenwell Transfer Station	COUNCIL	-	250,000.00	-	-	-	250,000.00	250,000.00	250,000.00	8,574.54	2,554.00	11,128.54
006780	Nanango Weighbridge & Transfer Station	LGGSP	-	121,512.00	-	182,268.00	-	303,780.00	303,780.00	303,780.00	10,124.68	11,832.59	21,757.27
006845	Purchase of new SBRC Skip Bins	COUNCIL	-	-	-	-	-	-	-	-	2,100.00	28,350.00	30,450.00
006989	Wondai Weighbridge	DRFA	-	-	-	-	-	-	-	-	-	-	-
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			-	371,512.00	-	182,268.00	-	553,780.00	553,780.00	553,780.00	20,799.22	42,536.59	63,335.81
Activity Total			-	371,512.00	-	182,268.00	-	553,780.00	553,780.00	553,780.00	20,799.22	42,536.59	63,335.81
Grand Total			14,359,465.00	8,302,255.00	415,000.00	9,477,099.00	800,000.00	33,353,819.00	33,353,819.00	33,353,819.00	7,593,664.59	2,813,539.77	10,407,204.36



South Burnett Regional Council
Monthly Financial Report
September 2023



Executive Summary

This monthly report is designed to illustrate the interim financial performance and position of South Burnett Regional Council compared to the original budget, at an organisational level, for the period ended 30 September 2023.

- Recurrent Revenue is currently sitting at 49% compared to the original budget and Recurrent Expenditure is sitting at 29%.
- Revenue is impacted by timing effects of various income streams including rates and grant revenue.
- Council's current cash holdings at the end of September 2023 was \$72.67m with \$35.0m of this currently classed as restricted cash.
- The ratios at the end of September are all within their respective targets apart from:
 - Current Ratio which is sitting at 5.09 which is outside the target of between 2.0 and 4.0. This ratio is affected by high cash balances.
- Council's capital expenditure program is currently sitting at \$2.8m in actual expenditure which equates to approximately 8.40% of the total original budget.
- Auditors were on site during September to perform their end of year testing and have since signed of the Financial Statements for the 2022/2023 year.
- The yearly Debt Service Payment (DSP) on Council's loans was be paid on the 15th September 2023.

Executive Summary

Contents

1.0	INTERIM STATEMENT OF FINANCIAL PERFORMANCE (INCOME STATEMENT)	2
2.1	OPERATING INCOME STATEMENT SPLIT BY DEPARTMENT	3
2.2	REVENUE	4
2.2.1	<i>Rates Levies and Charges</i>	4
2.2.2	<i>Fees and Charges</i>	5
2.2.3	<i>Rental Income</i>	6
2.2.4	<i>Interest Received</i>	6
2.2.5	<i>Sales Revenue</i>	7
2.2.6	<i>Other Income</i>	7
2.2.7	<i>Operational Grants</i>	8
2.2.8	<i>Capital Grants</i>	8
2.3	EXPENDITURE	9
2.3.1	<i>Employee Benefits</i>	9
2.3.2	<i>Materials and Services</i>	10
2.3.3	<i>Finance Costs</i>	10
2.3.4	<i>Depreciation</i>	11
2.3.5	<i>Capital Expense</i>	11
3.0	INTERIM STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)	13
3.1	CURRENT ASSETS.....	14
3.1.1	<i>Cash and Cash Equivalents</i>	14
3.1.2	<i>Trade and Other Receivables</i>	15
3.1.3	<i>Inventories</i>	18
3.2	NON-CURRENT ASSETS.....	18
3.2.1	<i>Trade and Other Receivables</i>	18
3.2.2	<i>Property, Plant and Equipment</i>	18
3.2.3	<i>Right of Use Assets</i>	18
3.2.4	<i>Intangible Assets</i>	18
3.3	LIABILITIES.....	19
3.3.1	<i>Trade and other Payables</i>	19
3.3.2	<i>Borrowings</i>	19
3.3.3	<i>Lease Liabilities</i>	20
3.3.4	<i>Provisions</i>	20
3.3.5	<i>Other Liabilities</i>	20
4.0	INTERIM CASH FLOW	21
5.0	INTERIM CHANGES IN EQUITY	23
6.0	FINANCIAL RATIOS	24
7.0	LONG TERM FINANCIAL FORECAST	27
7.1	INCOME AND EXPENDITURE STATEMENTS.....	28
7.2	FINANCIAL POSITION	29
7.3	CASH FLOW.....	31
7.4	CHANGES IN EQUITY.....	33
8.0	INVESTMENTS	34
9.0	WORKS FOR QUEENSLAND ROUND 4 (W4Q4)	34
10.0	RATES UPDATE	35

1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 30 September 2023
25% of Year Complete

	2024	Original Budget	Variance
	\$	\$	%
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	28,912,174	57,018,206	51%
Fees and Charges	1,537,985	5,276,904	29%
Rental Income	125,472	459,715	27%
Interest Received	888,148	1,975,000	45%
Sales Revenue	322,452	6,835,007	5%
Other Income	200,385	1,179,323	17%
Grants, Subsidies, Contributions and Donations	7,474,865	8,546,353	87%
	<u>39,461,481</u>	<u>81,290,508</u>	<u>49%</u>
Capital Revenue			
Grants, Subsidies, Contribution and Donations	1,333,215	9,471,224	14%
	<u>40,794,696</u>	<u>90,761,732</u>	<u>45%</u>
Expenses			
Recurrent Expenses			
Employee Benefits	6,900,304	27,612,019	25%
Materials and Services	10,974,848	31,759,777	35%
Finance Costs	457,979	1,734,655	26%
Depreciation and Amortisation	5,990,502	23,673,214	25%
	<u>24,323,632</u>	<u>84,779,665</u>	<u>29%</u>
Capital Expense			
	<u>(73,274)</u>	<u>(415,000)</u>	<u>18%</u>
	<u>24,250,359</u>	<u>84,364,665</u>	<u>29%</u>
Total Expense			
	<u>24,250,359</u>	<u>84,364,665</u>	<u>29%</u>
Net Result	<u>16,544,338</u>	<u>6,397,067</u>	
Net Operating Result	<u>15,137,849</u>	<u>(3,489,157)</u>	

2.1 Operating Income Statement Split by Department

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

	Total Revenue			Total Expenditure		
	Actual	Original Target	%	Actual	Original Budget	%
Water	\$ 6,021,853	\$ 11,934,395	50%	\$ 2,376,656	\$ 11,532,637	21%
Wastewater	\$ 3,707,530	\$ 7,260,458	51%	\$ 1,880,767	\$ 5,782,259	33%
Waste	\$ 3,641,719	\$ 8,178,597	45%	\$ 1,542,182	\$ 8,767,085	18%
Plant and Fleet	\$ 55,969	\$ 191,000	29%	\$ 219,272	\$ 1,372,800	16%
Genops	\$ 26,034,410	\$ 53,726,059	48%	\$ 18,743,298	\$ 60,070,534	31%
Total	\$ 39,461,481	\$ 81,290,508	49%	\$ 24,323,632	\$ 84,778,665	29%

Revenue

- All revenue items are currently tracking above the target of 25%.
- Water, Wastewater, GenOps and Waste are affected by timing in the revenue received from rates being levied.
- Water is sitting at 50% and is affected timing of rates.
- Waste is affected by timing in waste disposal revenue as invoices for September have not yet been raised.
- Genops is sitting at 48% and will be affected by income received from Queensland Reconstruction Authority and DTMR for flood restoration works.

Expenditure

- Two departments are tracking above the target of 25% for the month. These are Wastewater and GenOps.
- Wastewater has above target expenses for materials and services due to timing in rates paid and remissions on rates as well as fluctuations in work done at various Sewerage Treatment Plants.
- Waste is below target for the month but can be affected by timing of monthly waste expenditure bills that have not been received.
- Expenditure for Fleet is affected by timing of yearly registration bills as well as timing in use of internal plant by departments for the month.
- Genops continues to be affected by the 2022 & 2023 weather events works and will be offset by grant income as well as timing in annual expenses such as insurance.

2.2 Revenue

2.2.1 Rates Levies and Charges

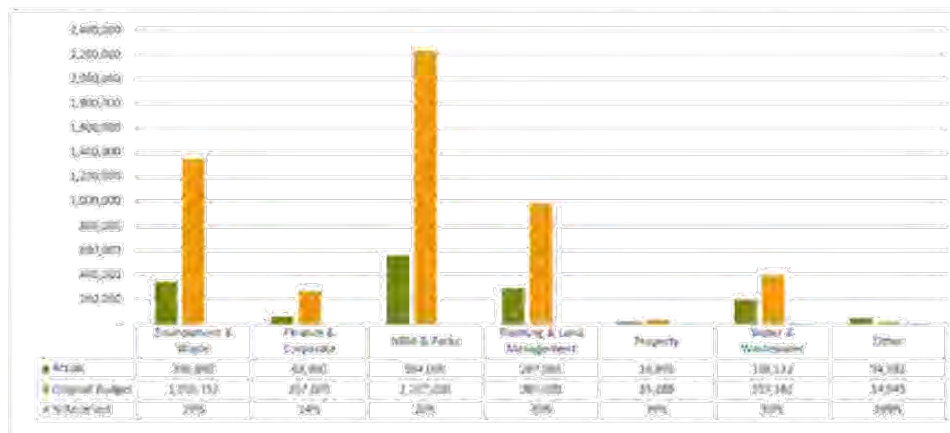
This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

Rates or Charges	Actuals	Original Budget
General Rates	\$ 15,999,972	\$ 31,574,666
Quarry Special Charge	\$ 8,322	\$ -
Water Charges	\$ 5,865,246	\$ 11,562,083
Sewerage Charges	\$ 3,656,567	\$ 7,149,764
Waste Collection Charges	\$ 1,697,656	\$ 3,370,338
Community Rescue and Evacuation Levy	\$ 44,349	\$ 90,000
Waste Management Levy	\$ 1,640,802	\$ 3,271,355
Total	\$ 28,912,174	\$ 57,018,206

As at 30 September 2023, rates, levies and charges are tracking at 51% which is above the target of 25%. This is due to the first 6 monthly rates having been levied in August. The discount period for these rates ended on 28 September 2023.

2.2.2 Fees and Charges

User charges are for the recovery of service delivery costs through the charging of fees to users of Council services. Fees are determined in two categories: regulatory and commercial.



As of 30 September 2023, fees and charges are tracking above target at 29%. Main factors affecting the fees and charges figures are:

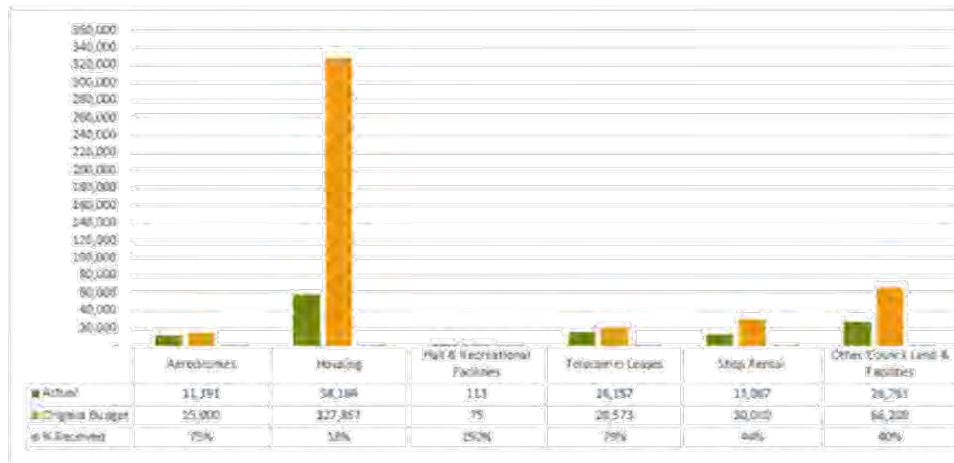
- Environment and Waste is slightly above target. This income stream is affected by yearly animal registrations which are yet to be processed and timing of monthly invoices for waste disposal. Yearly Food licences have already been issued.
- Finance is affected by the timing of the Emergency Management Levy commission and rate searches.
- NRM & Parks is affected by timing in visitors at Boondooma Dam, timing in cemetery income and saleyard income.
- Planning and Land Management is above target at 30% due to timing in number of planning and building applications.
- Properties is above target due to increases in the hall hire and caravan park fees received.
- Water & Waste Water are above target due to trade waste permits.

2.2.3 Rental Income

Council operates various facilities from which it derives a rental income such as commercial premises, caravan parks, community housing and airport.

As of 30 September 2023, rental income is tracking at 27% due to timing in annual rental of various facilities. Main factors affecting the rental income figures are:

- Aerodrome and Telecomm annual leases have been issued.
- Housing - timing in invoices not yet processed.

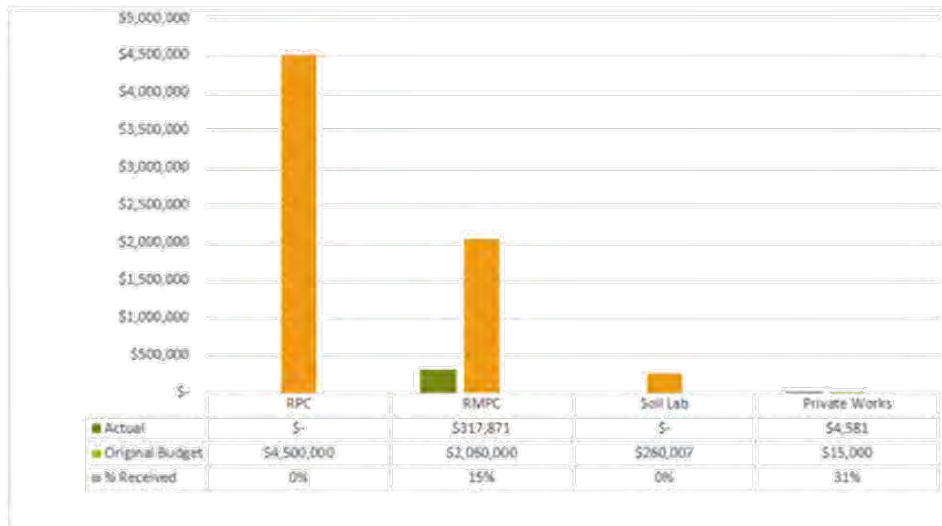


2.2.4 Interest Received

Interest revenue includes interest on investments and rate arrears. As of 30 September 2023, interest received is tracking above target at 45% due to favourable interest rates.

2.2.5 Sales Revenue

Sales revenue is income received from undertaking work for Main Roads, private works and recoverable works conducted by the Soil Laboratory. As of 30 September 2023, sales revenue is tracking below target at 5%. This is largely due to timing of when RPC and RMPC works for this financial year are scheduled to be performed.



2.2.6 Other Income

Other income is sundry income derived from all other sources.

As of 30 September 2023, other income is tracking below target at 17%. Reasons surrounding this can be found below.

Income Stream	Actual	Original Budget	% Received
VIC Income	\$ 38,440	\$ 88,100	44%
Irrigation Income	\$ -	\$ 31,095	0%
Fines	\$ 7,119	\$ 53,073	13%
Scrap Steel	\$ 624	\$ 289,865	0%
Library Sales	\$ 724	\$ 2,830	26%
Agency Income	\$ 6,994	\$ 52,000	13%
Tourist Parks	\$ 67,900	\$ 320,000	21%
Legal Recovery	-\$ 1,893	\$ 80,000	-2%
Insurance Claims & Workcover	\$ 7,769	\$ 20,000	39%
Misc Other	\$ 72,708	\$ 242,360	30%
Total	\$ 200,385	\$ 1,179,323	17%

- VIC Income is above target due to increased sale of goods.
- Irrigation Income is down due to timing of when hay is available for sale.
- Fines are below target due to timing in processing of animal infringements throughout the year. There is a possibility that this value will decrease in the future if fines are sent to the State Penalties Enforcement Registry (SPERS) for collection.
- Scrap steel is picked up sporadically during the year and so has a timing factor.
- Legal recovery, insurance claims and Workcover income are raised and received sporadically during the year based on events and debt collection activities.
- Legal Recovery is a credit amount due to the reversal of Judgment Fees on rate arrears.

2.2.7 Operational Grants

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of South Burnett Regional Council services to ratepayers.

As of 30 September 2023, operating grants are tracking above target at 87% due to timing in when operational grants are received and spent. Approximately \$6.84m of the monies received so far this year relates to funding from Queensland Reconstruction Authority (QRA) for expenditure incurred due to weather events.

Contract asset and contract liability movements have now been processed up to the end of September.

2.2.8 Capital Grants

Capital grants and contributions include all monies predominantly received from State and Federal government sources for the purposes of funding the capital works program.

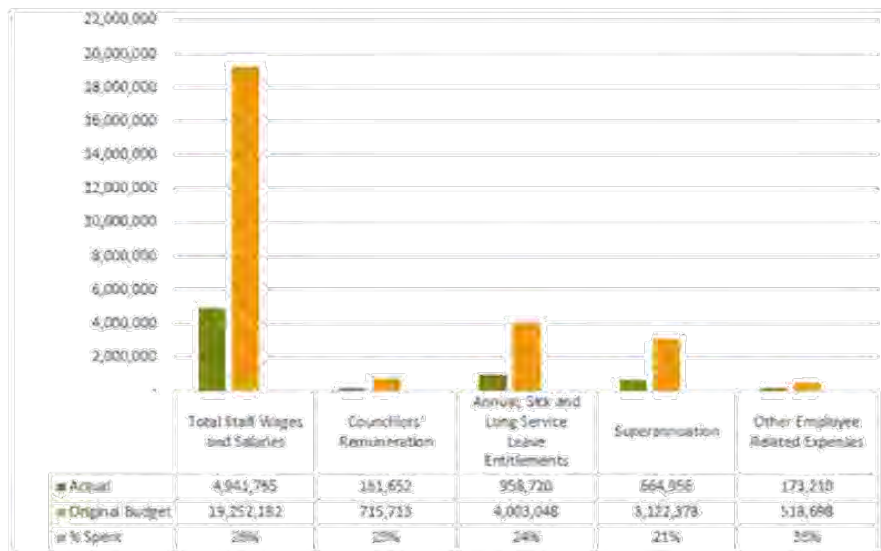
As of 30 September 2023, capital grants are tracking below target at 14%. Contract asset and contract liability movements have been processed for the month.

2.3 Expenditure

2.3.1 Employee Benefits

Employee costs include labour related expenditure such as wages, leave entitlements, WorkCover costs, superannuation, training, personal protective equipment, payroll and fringe benefits taxes.

As of 30 September 2023, employee benefits are tracking on target at 25%.



2.3.2 Materials and Services

Materials and services cover the purchases of consumables, payments to contractors for the provision of services and utility costs and internal plant charges and recoveries.

As of 30 September 2023, materials and services are tracking just above target at 35%.

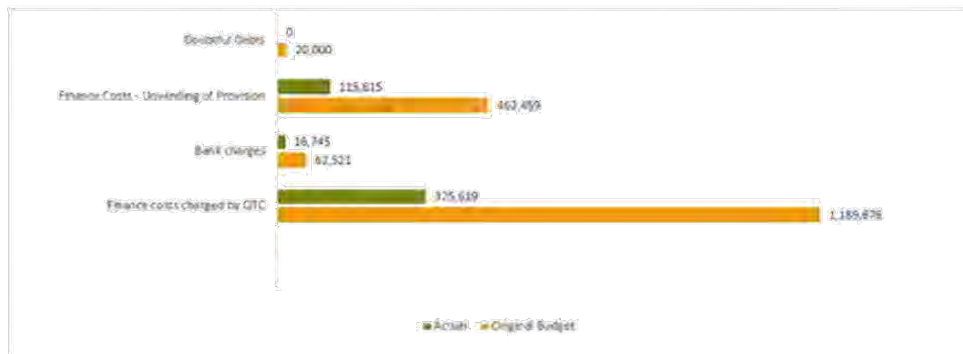
Description	Actual	Original Budget	% Spent
Donations	439,561	641,631	69%
Materials	6,708,193	21,569,778	31%
Services	4,091,285	10,510,525	39%
Internal Plant Charges	1,864,916	8,006,570	23%
Internal Plant Recoveries	- 2,129,107	- 8,968,726	24%
	10,974,848	31,759,777	

- A majority of variances seen in the materials category so far relate to timing of when invoices are received including timing of yearly insurances and fleet registrations.
- A large portion of the donations relate to programs under the Black Summer Bushfire Grant.
- Timing of expenditure associated with the various weather events has been offset by income.
- There is a degree of timing for waste collection and water usage invoices as they have not yet been received.

2.3.3 Finance Costs

Finance costs relate to interest charged by financial institutions on funds borrowed as well as bank fees and the unwinding of the discount for landfill and quarry provisions.

As of 30 September 2023, finance costs are tracking just above target at 26%.



2.3.4 Depreciation

Depreciation expense is an accounting measure that estimates asset consumption of South Burnett Regional Council's property, infrastructure, plant and equipment based on the most recent asset valuations, useful lives and levels of service.

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

As of 30 September 2023, depreciation was on target at 25%. Asset records will not be rolled into the new financial year until the external audit has been performed which means actual depreciation will not be run until October. Forecasted depreciation journals for July to September have been posted.

Work in progress balances currently sitting in the balance sheet as at 30 September 2023 total \$25.15m and are listed below. No capitalisation of projects have occurred for this financial year while external auditors were finalising their comprehensive review of Council's accounts. Capitalisation will begin in October.

Asset Class	Work in Progress Balance
Buildings	3,090,528
Plant & Equip	23,519
Roads	16,525,442
Water	3,156,648
Wastewater	1,713,347
Fleet	254,288
Waste	89,596
Office	234,439
Land	66,069
	25,153,876

2.3.5 Capital Expense

Capital expense is the net proceeds or loss on assets that have been sold or disposed of during the year.

As Council cannot sell its roads or the majority of its major infrastructure, Council generally receives no revenue when an asset is disposed of. Any value remaining on the asset (ie its written down value which is the replacement cost less accumulated depreciation) is written off when the asset is renewed or upgraded.

A loss on asset disposal is recognised when a current asset is disposed of (sold, renewed or upgraded) out of Council's asset register while it still has a written down value on the asset register (that is, before it is fully depreciated) and therefore before its written down value is nil. To dispose of the asset, its written down value is recognised in Council's accounts as a loss on disposal.

If all assets were 100% depreciated and had zero remaining useful life when they were disposed of there would be no loss on disposal.

Capital expense is sitting at -\$73k as at 30 September 2023 due to capital income received for fleet items sold.

<i>Capital Expense</i>	<i>Actual</i>	<i>Original Budget</i>
INCOME		
Fleet		415,000
Land		
DISPOSALS		
Roads		
Fleet	73,273	
Land		
Buildings	1	
Water		
Wastewater		
Miscellaneous		
	73,274	415,000

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position
as at 30 September 2023

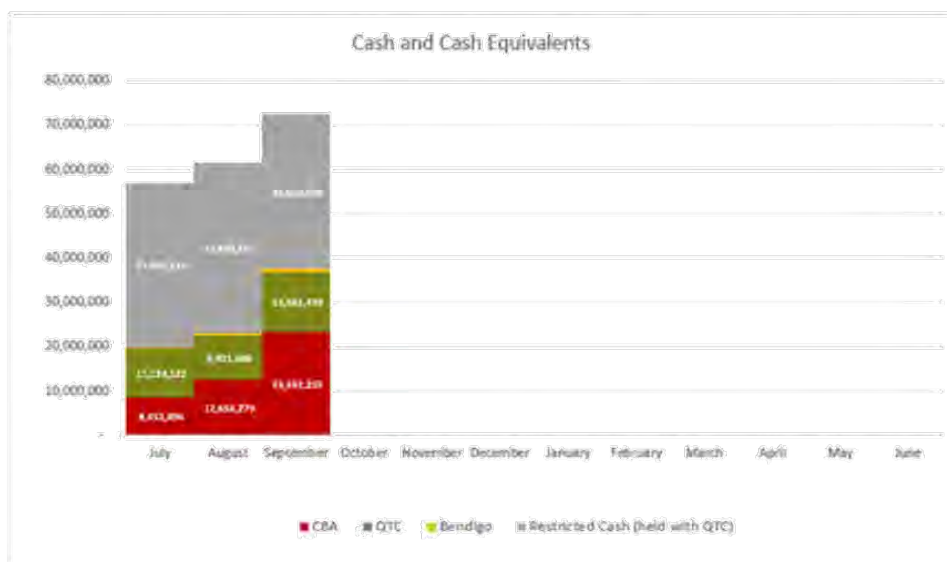
	2023 SEPTEMBER	Original Budget
	\$	\$
Current Assets		
Cash and Cash Equivalents	72,667,551	56,343,950
Trade and Other Receivables	14,273,694	11,936,624
Inventories	851,674	781,347
Investments	-	-
Total Current Assets	<u>87,792,919</u>	<u>69,061,921</u>
Non-Current Assets		
Trade and Other Receivables	543,637	389,495
Property, Plant and Equipment	1,057,234,892	1,068,147,535
Right of Use Asset	695,950	661,125
Intangible Assets	6,250,563	6,242,606
Total Non-Current Assets	<u>1,064,725,042</u>	<u>1,075,440,760</u>
TOTAL ASSETS	<u>1,152,517,960</u>	<u>1,144,502,682</u>
Current Liabilities		
Trade and Other Payables	8,820,372	10,423,308
Borrowings	3,309,663	3,460,548
Lease Liabilities	20,206	18,439
Provisions	3,992,865	3,931,009
Unearned Revenue	-	2,300,754
Other Liabilities	1,111,890	1,410,715
Total Current Liabilities	<u>17,254,996</u>	<u>21,544,773</u>
Non-Current Liabilities		
Trade and Other Payables	-	-
Borrowings	19,728,972	20,335,543
Lease Liabilities	712,723	686,457
Provisions	12,144,320	12,444,910
Other Liabilities	4,398,720	1,470,746
Total Non-Current Liabilities	<u>36,984,735</u>	<u>34,937,655</u>
TOTAL LIABILITIES	<u>54,239,730</u>	<u>56,482,428</u>
NET COMMUNITY ASSETS	<u>1,098,278,230</u>	<u>1,088,020,254</u>
Community Equity		
Retained Surplus/(Deficiency)	458,695,274	448,318,094
Asset Revaluation Surplus	639,582,956	639,702,160
TOTAL COMMUNITY EQUITY	<u>1,098,278,230</u>	<u>1,088,020,254</u>

3.1 Current Assets

3.1.1 Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, all cash and cheques received but not banked at month end, deposits held at call with financial institutions and term deposits with maturities of three months or less.

As of 30 September 2023, Council's actual cash and cash equivalents balance was \$72.67m. The below table shows the breakup of this balance sheet element (excluding cash drawers).

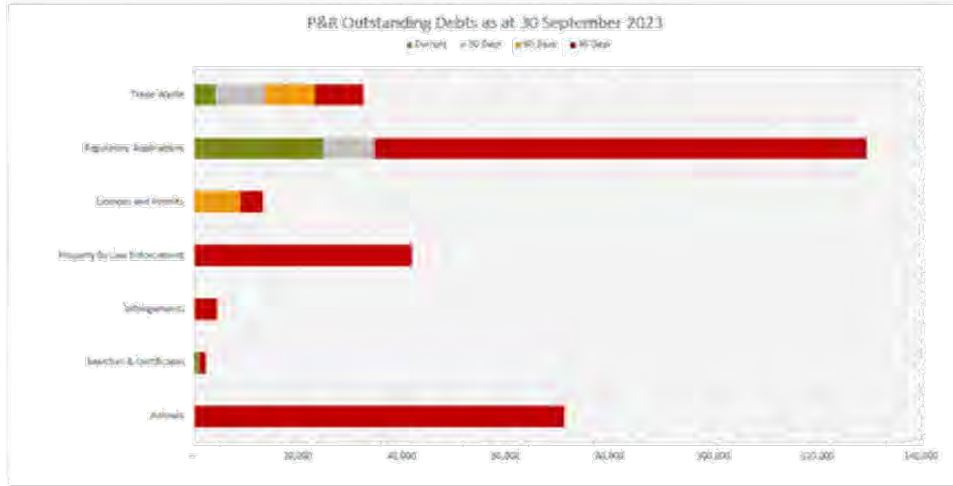


As at the 30 September 2023, the restricted cash balance was \$35m. This decreased from last month by \$3.38m and is made up of an increase in Buildings \$302k and decreases in Roads of \$123k, Waste \$35k, Plant & ICT \$131k, Water \$503k, Wastewater \$64k and Developer Contributions \$2.8m.

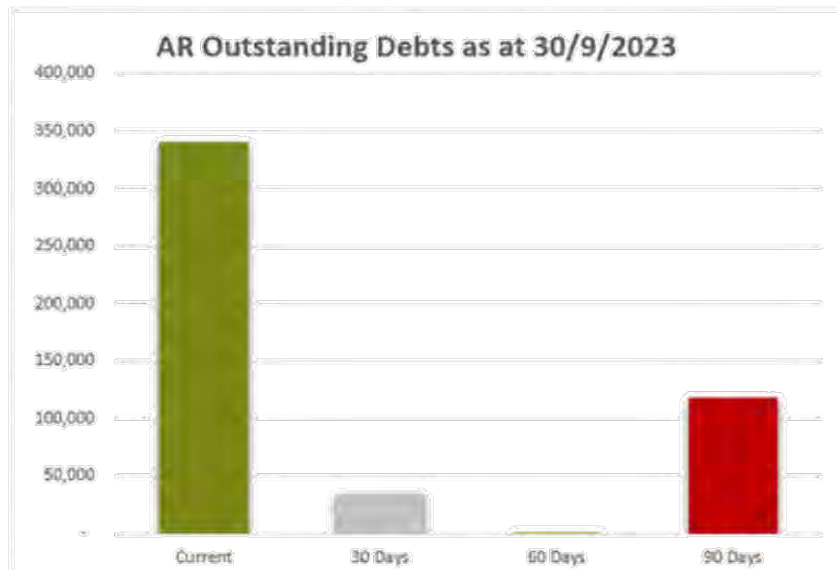
RESTRICTED CASH	Aug-23	Sep-23
Recurrent Expenditure	505,164	505,164
Future Capital Works		
Roads	5,086,058	4,962,652
Buildings	3,493,989	3,796,247
Waste	6,268,385	6,232,828
Land	25,322	25,322
Plant & ICT	8,722,729	8,590,747
Water	4,535,090	4,031,271
Wastewater	4,836,142	4,771,722
Unspent - Developer Contributions	4,556,587	1,729,986
Unspent - Loan Funds	374,100	374,100
Total	38,403,567	35,020,039

3.1.2 Trade and Other Receivables

Current trade and other receivables are made up of notices and invoices that have been issued but cash has not yet been collected. The below tables show the breakdown of the components in this balance sheet element – excluding rates.



Property and Rating (P&R) debts above that are overdue by 90 days or more total \$227k and are made up of \$71k in overdue animal registrations, \$94k being actively pursued by Council staff or determination on next steps are being investigated, \$42k can be recovered when properties are sold, and \$20k belong to developer contributions that will be finalised in the future.

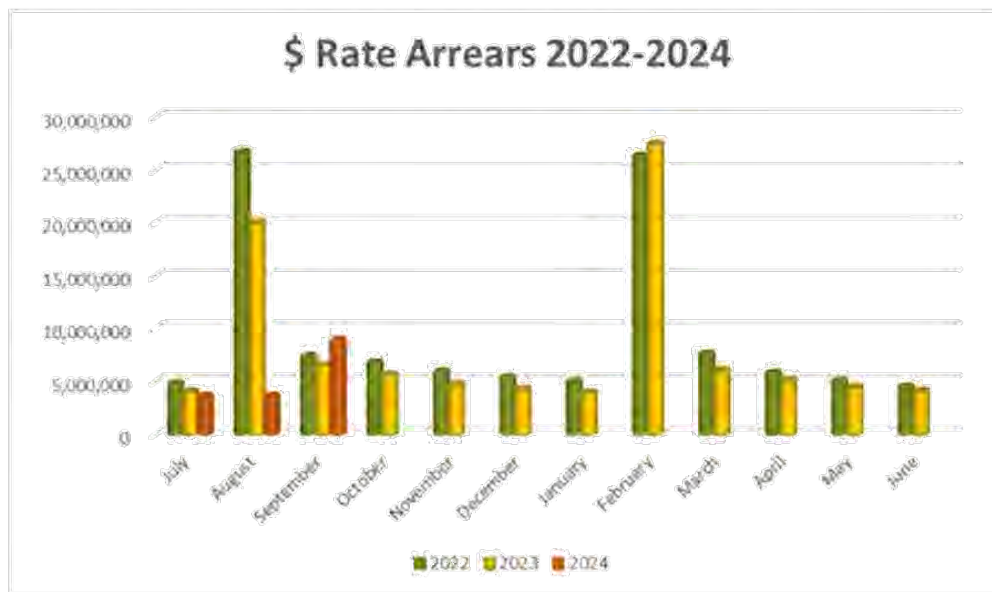


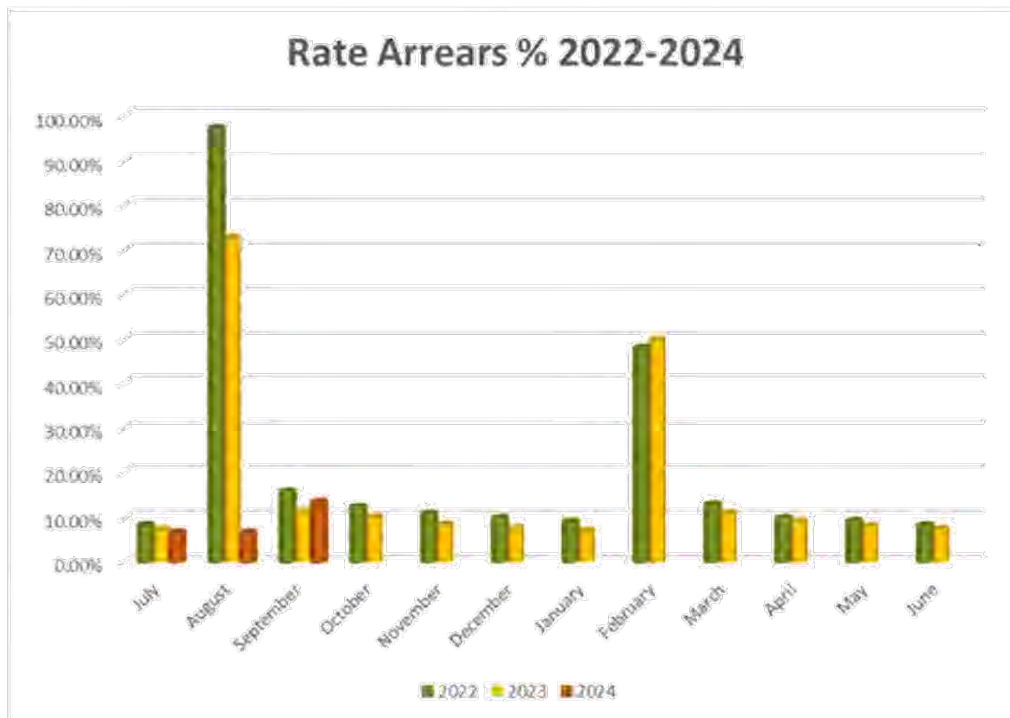
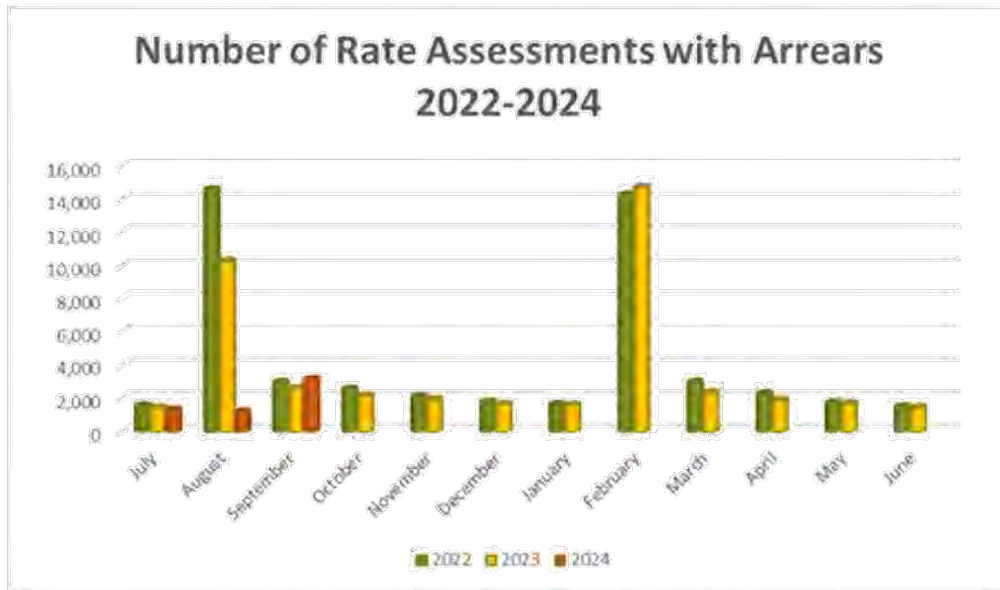
The AR outstanding debts 90+ days is currently \$118k which is 24% of total AR outstanding debts.

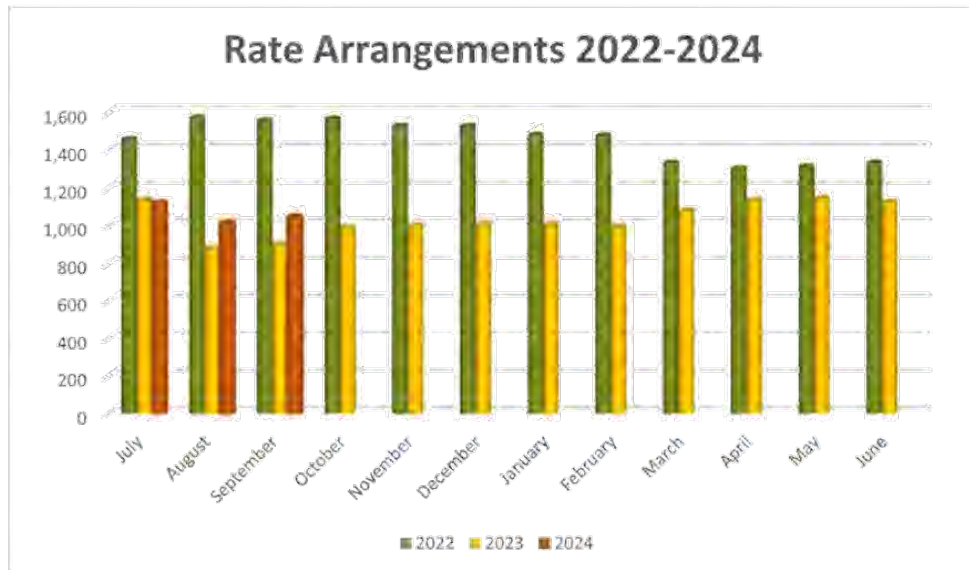
A total of 87% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council. 1% is being actively pursued by Council staff and 12% relates to swimming pool electricity charges that are currently being negotiated by the pool manager and Council.

Rates in arrears as of 30 September 2023 is sitting at \$8.9m or 13.47% which is above the target arrears of 7%. There are currently 1,046 assessments with rate arrangements in place which accounts for 33.01% of the properties that are in arrears.

Starting in the 2023/24 financial year, the effect of rates levies raised but still current have been removed to avoid distortion of numbers during August and February.







3.1.3 Inventories

Inventories is made-up of Council stores and is valued at cost. Council is continuing to focus on utilising the amount of inventories held more efficiently.

3.2 Non-Current Assets

3.2.1 Trade and Other Receivables

The non-current portion of Trade and Other Receivables is made up of the outstanding Memerambi Estate charges and loans to community organisations.

3.2.2 Property, Plant and Equipment

The total capital budget is \$33.35m. Finance have a report going to Council this month to adopt the continued projects from the 2022/23 year which have not been fully completed and will roll into the 2023/24 year.

Actual spent as of 30 September 2023 is \$2.81m, which is tracking below target at 8.4%. Committed costs of \$7.59m are also identified, however some of these costs relate to the continued projects which still need to be adopted by Council as per the above.

Capital breakdown is now a separate attachment to this document.

3.2.3 Right of Use Assets

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

3.2.4 Intangible Assets

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

3.3 Liabilities

3.3.1 Trade and other Payables

Trade and Other Payables is made up of creditors, which is recognised upon receipt of invoice at the amount owed. Amounts are generally settled on 30-day terms. Liabilities are also recognised for employee benefits such as wages and salaries, annual leave, RDO and TOIL.

The below information shows the purchases by month split to show the dollar value and respective percentage of purchases that were sourced locally (within the South Burnett). This is a point in time snapshot and will change as more invoices are received.

Accounts Payable - Local Purchases 2023/2024

Report run: 18-Oct-2023

Town of Business Description	July 2023 Purchases	August 2023 Purchases	September 2023 Purchases
LOCAL			
Total Local	1,976,526.13	2,424,648.94	4,420,122.57
OUTSIDE SBRC			
Cherbourg	3,616.50	1,200.00	1,689.50
Dalby	1,758.90	3,849.91	797.50
Neighbouring Council	1,783.41	1,578.50	740.52
Other	2,132,520.29	2,171,289.57	2,171,599.93
Yarraman	25,844.00	45,797.00	28,197.00
Total Other	2,165,523.10	2,223,714.98	2,203,024.45
% Local Purchases	47.72%	52.16%	56.74%

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 30 September 2023 was \$23,038,635 made up of borrowings in the following departments.

The yearly Debt Service Payment (DSP) on Council's loans of \$4,410,425.99 was paid on 15th September 2023.

Department	Borrowings
NRM & Parks	\$ 302,819
Finance	\$ 240,587
Property	\$ 260,241
Economic Development	\$ 192,160
Environment & Waste	\$ 466,525
Infrastructure	\$ 8,148,396
Water & Wastewater	\$ 13,427,907
Total	\$ 23,038,635

3.3.3 Lease Liabilities

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

3.3.4 Provisions

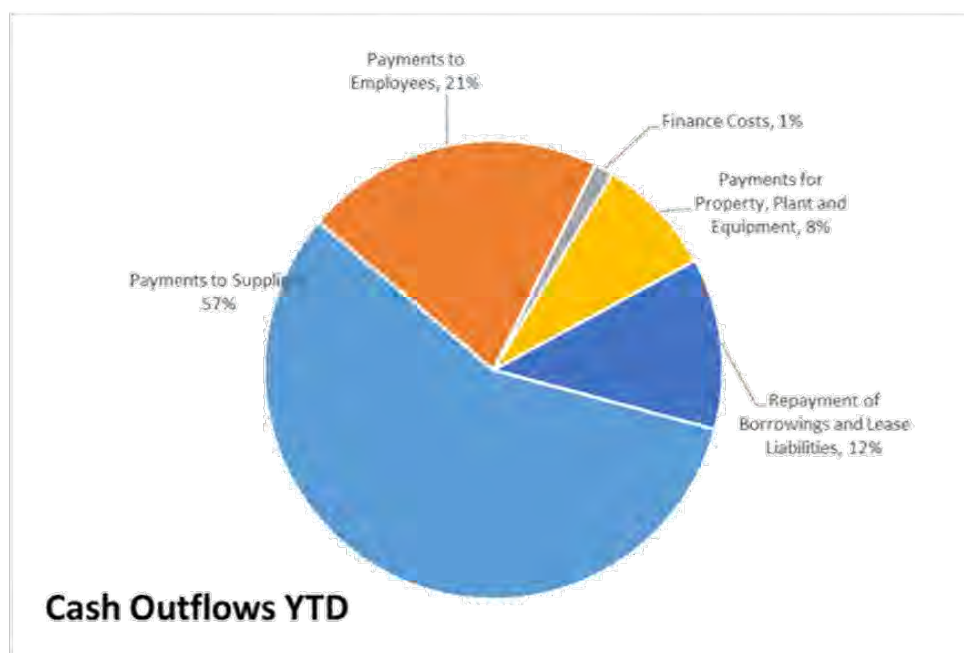
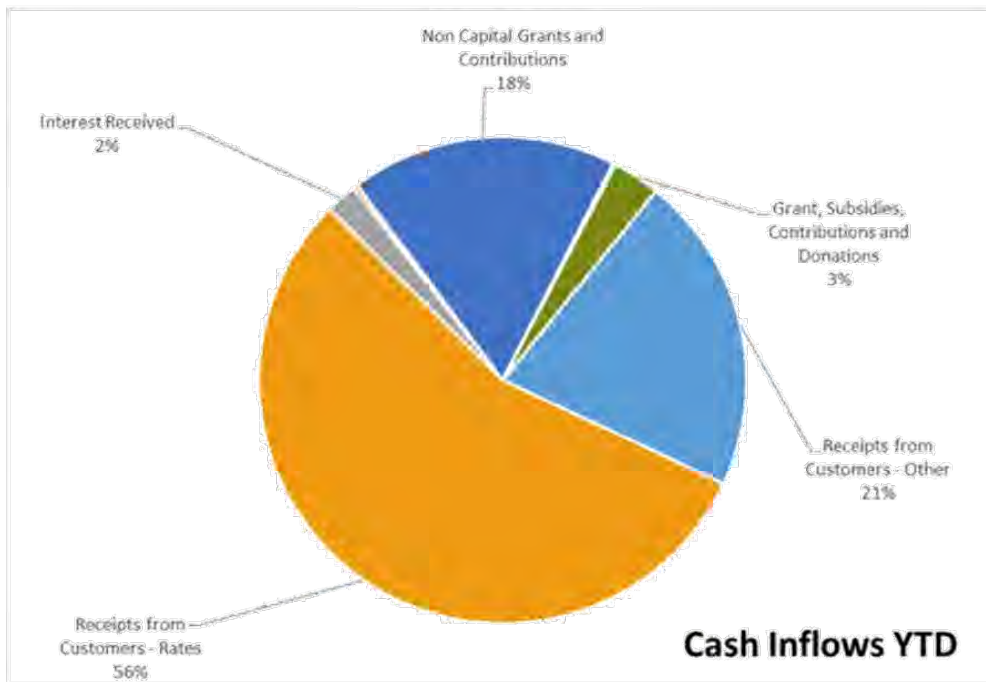
Provisions are made up of landfill and gravel pit expected restoration costs and employee long service leave. Provisions will be impacted by discount rates and end of year calculations.

3.3.5 Other Liabilities

Other liabilities are made up of the State Waste Levy payment received in advance and prepaid rates. Council received upfront payments in June 2022 and June 2023 to cover the next four financial years' worth of State Waste Levy.

4.0 Interim Cash Flow

Monthly Cashflow	July	Aug	Sept	YTD	Original Budget	YTD vs Original Budget %
Cash Flows from Operating Activities						
Receipts from Customers	\$4,902,393	\$7,180,238	\$20,254,885	\$32,337,516	\$75,792,130	43%
Payments to Suppliers and Employees	(\$14,246,115)	(\$3,765,799)	(\$8,558,708)	(\$26,570,621)	(\$63,333,132)	42%
Interest Received	\$382,535	\$265,369	\$240,244	\$888,148	\$1,975,000	45%
Rental Income	(\$13,789)	\$76,171	\$61,100	\$125,472	\$459,715	27%
Non Capital Grants and Contributions	\$1,553,058	\$1,623,876	\$4,297,931	\$7,474,865	\$8,546,353	87%
Finance Costs	(\$151,921)	(\$162,203)	(\$143,855)	(\$457,979)	(\$1,252,196)	37%
Net Cash Inflow (Outflow) from Operating Activities	(\$7,573,850)	\$5,219,653	\$16,151,598	\$13,797,402	\$22,187,869	62%
Cash Flows from Investing Activities						
Payments for Property, Plant and Equipment	(\$257,479)	(\$1,553,273)	(\$1,040,002)	(\$2,850,754)	(\$33,353,819)	9%
Payments for Intangible Assets	-	-	-	-	-	0%
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	0%
Proceeds from Sale of Property, Plant and Equipment	-	\$58,636	\$14,637	\$73,274	\$415,000	18%
Grant, Subsidies, Contributions and Donations	\$471,381	\$600,191	\$261,643	\$1,333,215	\$9,471,224	14%
Net Cash Inflow (Outflow) from Investing Activities	\$213,902	(\$894,446)	(\$763,722)	(\$1,444,266)	(\$23,467,595)	6%
Cash Flows from Financing Activities						
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	0%
Repayment of Borrowings and Leasing Liabilities	\$103,632	\$103,632	(\$4,316,377)	(\$4,109,112)	(\$3,351,655)	123%
Net Cash Inflow (Outflow) from Financing Activities	\$103,632	\$103,632	(\$4,316,377)	(\$4,109,112)	(\$3,351,655)	123%
Cash and Cash Equivalents at the Beginning of the Period	\$64,423,526	\$57,167,211	\$61,596,051	\$64,423,526	\$60,975,332	
Net Increase (Decrease) in Cash and Cash Equivalents Held	(\$7,256,315)	\$4,428,840	\$11,071,499	\$8,244,024	(\$4,631,382)	
Cash and Cash Equivalents at the End of the Period	\$57,167,211	\$61,596,051	\$72,667,551	\$72,667,551	\$56,343,950	
Restricted Cash	\$37,002,116	\$38,403,567	\$35,020,039	\$35,020,039		
Cash Available for Use	\$20,165,095	\$23,192,484	\$37,647,512	\$37,647,512		
Minimum 3 month operating liquidity				(\$12,518,909)		



5.0 Interim Changes in Equity

	Jul-23 \$	Aug-23 \$	Sep-23 \$	YTD \$
Asset Revaluation Surplus				
Opening Balance	639,582,956	639,582,956	639,582,956	639,582,956
Incl(dec) in asset revaluation surplus		-	-	-
Closing Balance	639,582,956	639,582,956	639,582,956	639,582,956
Retained Surplus				
Opening Balance	442,150,936	439,429,083	464,306,053	442,150,936
Restricted Cash Released	-	-	-	-
Net Result	2,721,853	24,876,970	5,610,779	16,544,338
Closing Balance	439,429,083	464,306,053	458,695,274	458,695,274
Total Community Equity	1,079,012,039	1,103,889,010	1,098,278,230	1,098,278,230

6.0 Financial Ratios

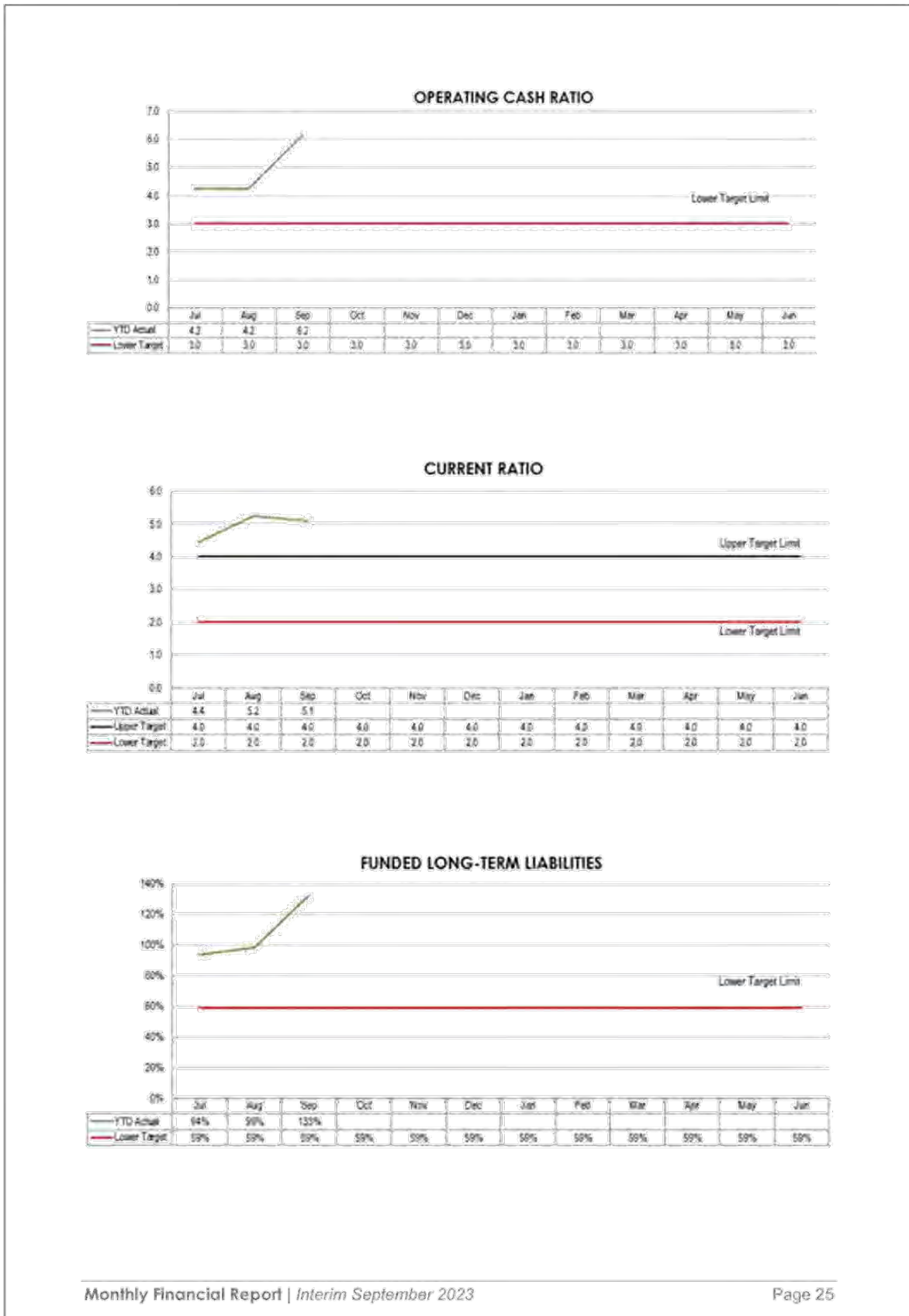
Key Performance Indicators - Monthly Reporting

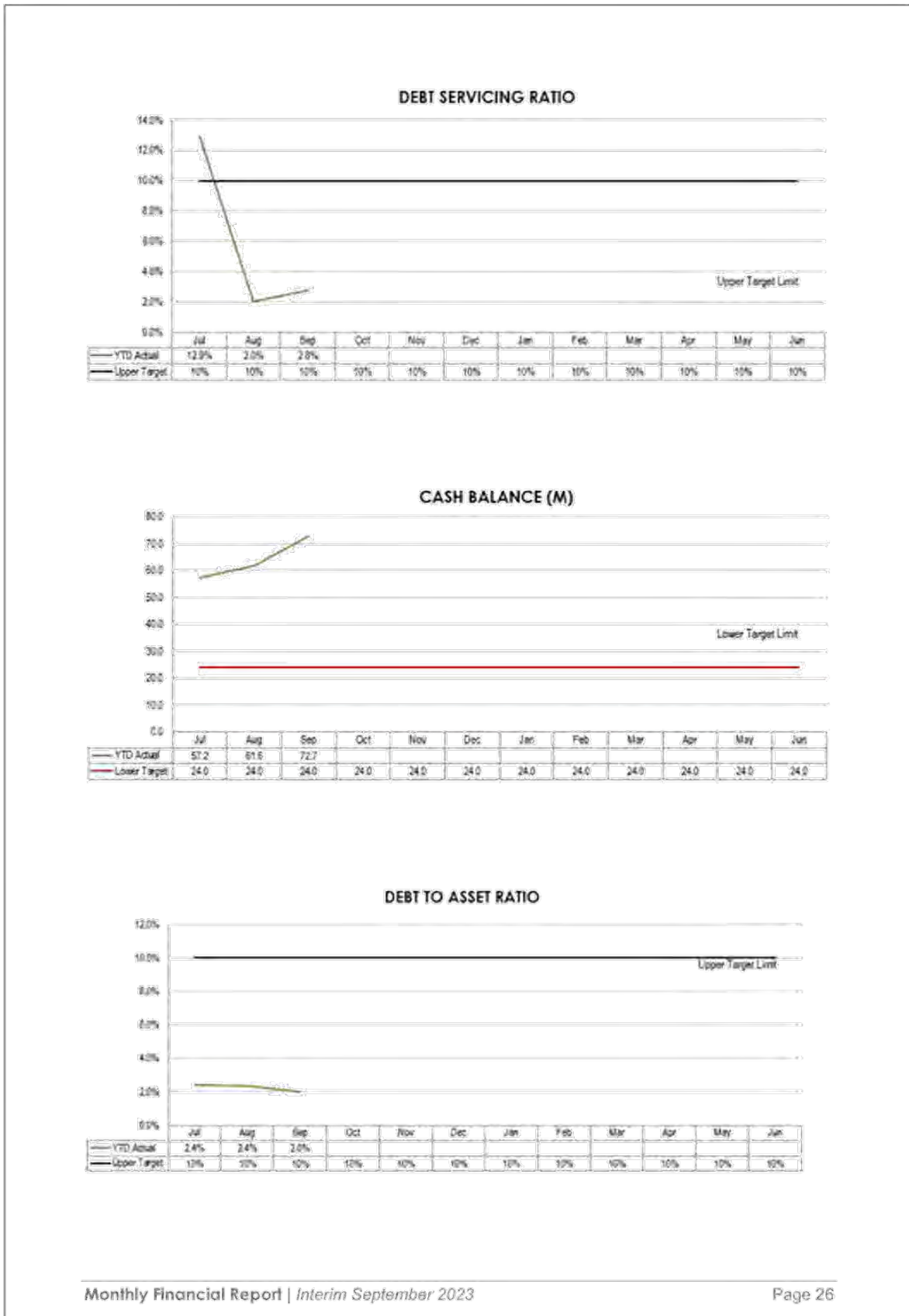
Ratio	Description	Formula	2023 Target	Status	Sep-23
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	11.89
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Ratio} \times \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	16.16
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	X	5.09
Funded Long Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non-Current Borrowings}}$	Target greater than or equal to 50%	✓	132.73%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent income	$\frac{\text{Interest Expense} + \text{Loan Repayments}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	2.70%
Cash Balance - \$M	Total Cash that Council holds	Cash Held Period End	Target greater than or equal to \$45M	✓	72.67
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non-Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	2.06%
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	0.70%

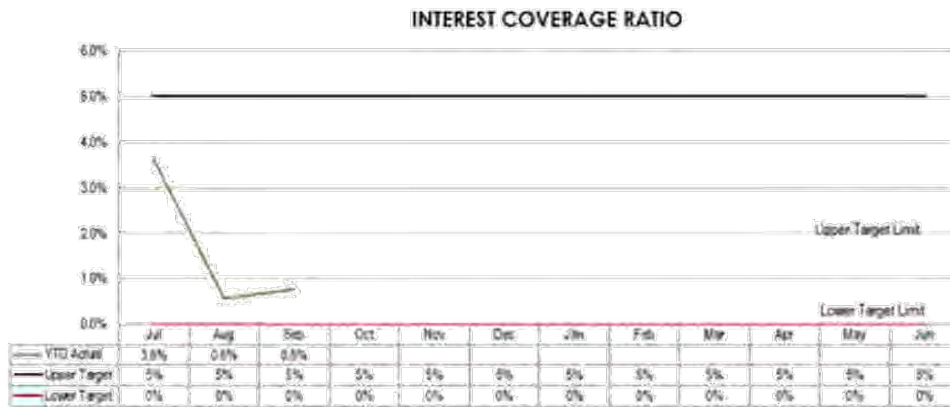
All ratios at the end of September are all within their respective targets apart from the Current Ratio.

The Current Ratio (Working Capital Ratio) is sitting at 5.09 which is outside the target of between 2.0 and 4.0. This is largely due to a high cash at bank balances.









7.0 Long Term Financial Forecast

Section 171 of the *Local Government Regulation 2012* requires Council to develop a long-term financial forecast, covering a period of at least 10 years, which is 2023/2024 to 2032/2033. The key objective of the long-term financial plan is to understand the Council’s financial sustainability for the longer term while focusing on seeking to deliver operational surpluses and to achieve the Council’s strategic outcomes as specified in the Corporate Plan.

The long-term financial forecast requires:

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

The Local Government must:

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

The below long term financial forecast is based off the original budget for the 2023/2024 year.

7.1 Income and Expenditure Statements

	Year 2 2024/2025	Year 3 2025/2026	Year 4 2026/2027	Year 5 2027/2028
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	59,547,733	61,907,594	64,197,042	66,589,935
Fees and Charges	5,460,481	5,623,174	5,762,635	5,905,581
Rental Income	475,805	490,079	502,331	514,890
Interest Received	2,044,125	2,105,449	2,158,085	2,212,038
Sales Revenue	7,074,232	7,286,459	7,468,622	7,655,338
Other Income	1,220,600	1,257,220	1,288,654	1,320,868
Grants, Subsidies, Contributions and Donations	7,691,925	7,801,167	7,874,816	7,950,307
	<u>83,514,901</u>	<u>86,471,142</u>	<u>89,252,185</u>	<u>92,148,957</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	1,736,347	4,912,610	4,912,610	4,912,610
	<u>85,251,248</u>	<u>91,383,752</u>	<u>94,164,795</u>	<u>97,061,567</u>
Total Income				
Expenses				
Recurrent Expenses				
Employee Benefits	27,933,384	28,771,380	29,490,664	30,227,928
Materials and Services	31,714,350	32,665,795	33,482,457	34,619,536
Finance Costs	1,507,538	1,707,995	1,827,239	1,684,851
Depreciation and Amortisation	24,366,345	24,511,435	24,683,976	24,918,239
	<u>85,521,617</u>	<u>87,656,605</u>	<u>89,484,336</u>	<u>91,450,554</u>
Capital Expense				
	(415,000)	(427,450)	(438,136)	(449,089)
	<u>85,106,617</u>	<u>87,229,155</u>	<u>89,046,200</u>	<u>91,001,465</u>
Total Expense				
	<u>144,631</u>	<u>4,154,597</u>	<u>5,118,595</u>	<u>6,060,103</u>
Net Result				
	<u>(2,006,716)</u>	<u>(1,185,463)</u>	<u>(232,151)</u>	<u>698,404</u>
Net Operating Result				

	Year 6 2029/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	69,097,666	71,714,740	74,446,827	77,310,761	80,302,017
Fees and Charges	6,052,096	6,202,278	6,356,212	6,514,000	6,675,725
Rental Income	527,763	540,957	554,482	568,343	582,552
Interest Received	2,267,339	2,324,023	2,382,123	2,441,676	2,502,718
Sales Revenue	7,846,721	8,042,889	8,243,961	8,450,060	8,661,312
Other Income	1,353,892	1,387,742	1,422,438	1,458,002	1,494,451
Grants, Subsidies, Contributions and Donations	8,027,684	8,106,995	8,188,289	8,271,615	8,357,026
	<u>95,173,161</u>	<u>98,319,624</u>	<u>101,594,332</u>	<u>105,014,457</u>	<u>108,575,801</u>
Capital Revenue					
Grants, Subsidies, Contribution and Donations	4,912,610	4,912,610	4,912,610	4,912,610	4,912,610
	<u>100,085,771</u>	<u>103,232,234</u>	<u>106,506,942</u>	<u>109,927,067</u>	<u>113,488,411</u>
Total Income					
Expenses					
Recurrent Expenses					
Employee Benefits	30,983,626	31,758,211	32,552,179	33,365,862	34,200,120
Materials and Services	35,177,520	36,056,963	36,958,402	37,892,377	38,829,438
Finance Costs	1,531,135	1,368,226	1,221,417	1,113,003	1,012,926
Depreciation and Amortisation	25,093,550	25,623,912	25,898,760	26,121,313	26,392,534
	<u>92,785,831</u>	<u>94,807,312</u>	<u>96,630,758</u>	<u>98,792,675</u>	<u>100,435,017</u>
Capital Expense					
	(460,316)	(471,824)	(483,620)	(495,711)	(508,104)
	<u>92,325,515</u>	<u>94,335,488</u>	<u>96,147,138</u>	<u>98,296,964</u>	<u>99,926,913</u>
Total Expense					
	<u>7,760,256</u>	<u>8,896,747</u>	<u>10,359,804</u>	<u>11,630,103</u>	<u>13,561,498</u>
Net Result					
	<u>2,387,330</u>	<u>3,512,313</u>	<u>4,963,574</u>	<u>6,221,782</u>	<u>8,140,784</u>
Net Operating Result					

7.2 Financial Position

	Year 2 2024/2025	Year 3 2025/2026	Year 4 2026/2027	Year 5 2027/2028
Assets				
Current Assets				
Cash and Cash Equivalents	\$ 60,240,449	\$ 59,565,937	\$ 59,310,756	\$ 60,296,940
Receivables	\$ 8,178,519	\$ 8,315,275	\$ 8,373,092	\$ 8,508,190
Inventories	\$ 773,547	\$ 765,847	\$ 758,247	\$ 750,747
Total Current Assets	\$ 69,192,515	\$ 68,647,059	\$ 68,442,095	\$ 69,555,877
Non-Current Assets				
Receivables - Non-Current	\$ 239,104	\$ -	\$ -	\$ -
Infrastructure, Property, Plant and Equipment	\$ 1,069,614,742	\$ 1,075,731,672	\$ 1,077,910,646	\$ 1,080,090,400
Intangible Assets	\$ 6,234,633	\$ 6,233,999	\$ 6,233,999	\$ 6,233,999
Right Of Use Assets	\$ 636,295	\$ 611,465	\$ 586,634	\$ 561,934
Total Non-Current Assets	\$ 1,076,724,774	\$ 1,082,577,136	\$ 1,084,731,280	\$ 1,086,886,333
Total Assets	\$ 1,145,917,289	\$ 1,151,224,195	\$ 1,153,173,374	\$ 1,156,442,210
Liabilities				
Current Liabilities				
Payables	\$ 9,927,312	\$ 10,000,967	\$ 10,067,866	\$ 10,136,004
Borrowings	\$ 3,435,981	\$ 3,777,907	\$ 3,422,237	\$ 3,581,764
Provisions	\$ 4,145,374	\$ 3,983,141	\$ 3,943,433	\$ 4,034,207
Unearned Revenue	\$ 2,308,854	\$ 2,317,054	\$ 2,325,354	\$ 2,333,754
Other Liabilities	\$ 1,470,746	\$ -	\$ -	\$ -
Total Current Liabilities	\$ 21,288,267	\$ 20,079,069	\$ 19,758,890	\$ 20,085,730
Non-Current Liabilities				
Payables - Non-Current	\$ 667,520	\$ 648,074	\$ 628,243	\$ 607,879
Borrowings - Non-Current	\$ 22,697,222	\$ 24,919,315	\$ 21,497,078	\$ 17,917,355
Provisions - Non-Current	\$ 13,099,395	\$ 13,258,254	\$ 13,851,087	\$ 14,333,066
Other Liabilities - Non-Current	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 36,464,137	\$ 38,825,643	\$ 35,976,408	\$ 32,858,301
Total Liabilities	\$ 57,752,404	\$ 58,904,713	\$ 55,735,297	\$ 52,944,031
Net Assets	\$ 1,088,164,885	\$ 1,092,319,482	\$ 1,097,438,077	\$ 1,103,498,179
Equity				
Retained Earnings	\$ 448,462,725	\$ 452,617,322	\$ 457,735,917	\$ 463,796,019
Revaluation Reserve	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Total Equity	\$ 1,088,164,885	\$ 1,092,319,482	\$ 1,097,438,077	\$ 1,103,498,179

	Year 6 2028/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Assets					
Current Assets					
Cash and Cash Equivalents	\$ 56,169,579	\$ 61,766,239	\$ 65,861,858	\$ 70,746,563	\$ 81,121,270
Receivables	\$ 8,725,953	\$ 8,381,563	\$ 8,380,451	\$ 8,528,740	\$ 8,432,393
Inventories	\$ 743,347	\$ 736,047	\$ 728,847	\$ 721,747	\$ 714,747
Total Current Assets	\$ 65,638,879	\$ 70,883,850	\$ 74,971,155	\$ 79,997,050	\$ 90,268,410
Non-Current Assets					
Receivables - Non-Current	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure, Property, Plant and Equipment	\$ 1,088,677,957	\$ 1,090,319,062	\$ 1,093,396,730	\$ 1,097,780,678	\$ 1,100,296,407
Intangible Assets	\$ 6,233,999	\$ 6,233,999	\$ 6,233,999	\$ 6,233,999	\$ 6,233,999
Right Of Use Assets	\$ 537,234	\$ 512,534	\$ 487,834	\$ 463,133	\$ 438,433
Total Non-Current Assets	\$ 1,095,449,190	\$ 1,097,065,595	\$ 1,100,118,563	\$ 1,104,477,811	\$ 1,106,968,839
Total Assets	\$ 1,161,088,070	\$ 1,167,949,445	\$ 1,175,089,718	\$ 1,184,474,861	\$ 1,197,237,249
Liabilities					
Current Liabilities					
Payables	\$ 10,205,271	\$ 10,275,698	\$ 10,347,312	\$ 10,420,146	\$ 10,494,227
Borrowings	\$ 3,640,606	\$ 3,813,514	\$ 577,949	\$ 605,452	\$ 634,497
Provisions	\$ 4,143,471	\$ 5,251,299	\$ 6,506,673	\$ 5,658,353	\$ 4,189,433
Other Liabilities	\$ 2,342,254	\$ 2,350,854	\$ 2,359,554	\$ 2,368,354	\$ 2,377,254
Total Current Liabilities	\$ 20,331,602	\$ 21,691,365	\$ 19,791,489	\$ 19,052,305	\$ 17,695,411
Non-Current Liabilities					
Payables - Non-Current	\$ 586,966	\$ 565,488	\$ 543,432	\$ 520,781	\$ 497,519
Borrowings - Non-Current	\$ 14,274,769	\$ 10,461,254	\$ 9,883,305	\$ 9,277,933	\$ 8,643,355
Provisions - Non-Current	\$ 14,636,297	\$ 15,076,154	\$ 14,356,506	\$ 13,478,752	\$ 14,694,377
Other Liabilities - Non-Current	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 29,498,032	\$ 26,102,897	\$ 24,783,243	\$ 23,277,466	\$ 23,835,251
Total Liabilities	\$ 49,829,634	\$ 47,794,262	\$ 44,574,732	\$ 42,329,771	\$ 41,530,661
Net Assets	\$ 1,111,258,435	\$ 1,120,155,182	\$ 1,130,514,986	\$ 1,142,145,089	\$ 1,155,706,587
Equity					
Retained Earnings	\$ 471,556,275	\$ 480,453,022	\$ 490,812,826	\$ 502,442,929	\$ 516,004,427
Revaluation Reserve	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Total Equity	\$ 1,111,258,435	\$ 1,120,155,182	\$ 1,130,514,986	\$ 1,142,145,089	\$ 1,155,706,587

7.3 Cash Flow

	Year 2 2024/2025	Year 3 2025/2026	Year 4 2026/2027	Year 5 2027/2028
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 81,494,120	\$ 80,587,708	\$ 83,180,220	\$ 85,970,629
Interest Received	\$ 2,044,125	\$ 2,105,449	\$ 2,158,085	\$ 2,212,038
Rental Income	\$ 475,805	\$ 490,079	\$ 502,331	\$ 514,890
Non-Capital Grants and Contributions	\$ 7,691,925	\$ 7,801,167	\$ 7,874,816	\$ 7,950,307
<i>Payments:</i>				
Payment to Suppliers	-\$ 65,398,682	-\$ 67,705,708	-\$ 67,305,509	-\$ 69,288,232
Borrowing Costs	-\$ 1,100,496	-\$ 1,256,379	-\$ 1,401,836	-\$ 1,243,782
Net Cash Provided (or Used) in Operating Activities	\$ 25,206,797	\$ 22,022,316	\$ 25,008,107	\$ 26,115,850
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 415,000	\$ 427,450	\$ 438,136	\$ 449,089
Grants, Subsidies, Contributions and Donations	\$ 1,738,347	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610
<i>Payments:</i>				
Payments for PPE	-\$ 25,798,757	-\$ 30,600,907	-\$ 26,836,127	-\$ 27,071,170
Net Cash Provided (or Used) in Investing Activities	-\$ 23,647,410	-\$ 25,260,847	-\$ 21,485,381	-\$ 21,709,471
Cash Flows from Financing Activities				
<i>Receipts:</i>				
Proceeds from Borrowings	\$ 5,800,000	\$ 6,000,000	\$ -	\$ -
<i>Payments:</i>				
Repayments of Borrowings	-\$ 3,462,889	-\$ 3,435,981	-\$ 3,777,907	-\$ 3,420,195
Net Cash Provided (or Used) in Financing Activities	\$ 2,337,111	\$ 2,564,019	-\$ 3,777,907	-\$ 3,420,195
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 3,896,498	-\$ 674,512	-\$ 255,181	\$ 986,184
Cash and Cash Equivalents at Beginning of Period	\$ 56,343,950	\$ 60,240,449	\$ 59,585,937	\$ 59,310,756
Cash and Cash Equivalents at End of Period	\$ 60,240,449	\$ 59,565,937	\$ 59,310,756	\$ 60,296,940

	Year 6 2019/2020	Year 7 2020/2021	Year 8 2021/2022	Year 9 2022/2023	Year 10 2023/2024
Cash Flows from Operating Activities					
<i>Receipts:</i>					
Receipts from Customers	\$ 88,882,356	\$ 92,560,416	\$ 95,460,522	\$ 98,699,139	\$ 102,472,202
Interest Received	\$ 2,267,339	\$ 2,324,023	\$ 2,382,123	\$ 2,441,676	\$ 2,502,718
Rental Income	\$ 527,763	\$ 540,967	\$ 554,462	\$ 568,343	\$ 582,552
Non capital grants and contributions	\$ 8,027,654	\$ 8,106,995	\$ 8,188,289	\$ 8,271,815	\$ 8,357,026
<i>Payments:</i>					
Payment to Suppliers	-\$ 70,885,155	-\$ 71,522,959	-\$ 74,375,342	-\$ 78,755,244	-\$ 78,804,938
Borrowing costs	-\$ 1,082,245	-\$ 918,406	-\$ 747,567	-\$ 602,837	-\$ 668,596
Net Cash Provided (or Used) in Operating Activities	\$ 27,737,742	\$ 31,091,026	\$ 31,462,508	\$ 30,532,692	\$ 34,440,965
Cash Flows from Investing Activities					
<i>Receipts:</i>					
Proceeds from sale of PPE	\$ 460,316	\$ 471,824	\$ 483,620	\$ 466,711	\$ 508,104
Grants, subsidies, contributions & donations	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610
<i>Payments:</i>					
Payments for PPE	-\$ 33,854,284	-\$ 27,238,193	-\$ 28,949,605	-\$ 30,478,439	-\$ 28,881,439
Net Cash Provided (or Used) in Investing Activities	-\$ 28,281,358	-\$ 21,853,759	-\$ 23,553,375	-\$ 25,070,118	-\$ 23,460,725
Cash Flows from Financing Activities					
<i>Receipts:</i>					
Proceeds from Borrowings	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Payments:</i>					
Repayments of borrowings	-\$ 3,583,744	-\$ 3,640,607	-\$ 3,813,515	-\$ 577,869	-\$ 605,533
Net Cash Provided (or Used) in Financing Activities	-\$ 3,583,744	-\$ 3,640,607	-\$ 3,813,515	-\$ 577,869	-\$ 605,533
Net Increase(Decrease) in Cash and Cash Equivalents	-\$ 4,127,361	\$ 5,596,660	\$ 4,095,618	\$ 4,884,705	\$ 10,374,707
Cash and Cash Equivalents at Beginning of Period	\$ 80,296,940	\$ 56,169,579	\$ 61,766,239	\$ 65,861,858	\$ 70,746,563
Cash and Cash Equivalents at End of Period	\$ 56,169,579	\$ 61,766,239	\$ 65,861,858	\$ 70,746,563	\$ 81,121,270

7.4 Changes in Equity

	Year 2 2024/2025	Year 3 2025/2026	Year 4 2026/2027	Year 5 2027/2028
Asset Revaluation Surplus				
Opening Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Retained Surplus				
Opening Balance	\$ 448,318,094	\$ 448,462,725	\$ 452,617,322	\$ 457,735,917
Net Result	\$ 144,631	\$ 4,154,597	\$ 5,118,595	\$ 6,060,103
Closing Balance	\$ 448,462,725	\$ 452,617,322	\$ 457,735,917	\$ 463,796,019
Total Community Equity	\$ 1,088,164,885	\$ 1,092,319,482	\$ 1,097,438,077	\$ 1,103,498,179

	Year 6 2029/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Asset Revaluation Surplus					
Opening Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Retained Surplus					
Opening Balance	\$ 463,796,019	\$ 471,556,275	\$ 480,453,022	\$ 490,812,826	\$ 502,442,929
Net Result	\$ 7,760,256	\$ 8,896,747	\$ 10,359,804	\$ 11,630,103	\$ 13,561,498
Closing Balance	\$ 471,556,275	\$ 480,453,022	\$ 490,812,826	\$ 502,442,929	\$ 516,004,427
Total Community Equity	\$ 1,111,258,435	\$ 1,120,155,182	\$ 1,130,514,986	\$ 1,142,145,089	\$ 1,155,706,587

8.0 Investments

Council had \$73.66m held in bank accounts on 30 September 2023. Out of this balance, 66% was held with QTC with an end of month interest rate of 4.70%, 33% was with Commonwealth Bank with an interest rate of 4.60% and the remaining 1% was sitting with Bendigo Bank with no interest rate identified at this stage.

Institution	Rating	Rate at 30/06/2023	Current Rate
QTC	A1+	4.15%	4.70%
CBA General Account (new)	A1+	4.60%	4.60%
CBA General Account	A1+	4.60%	4.60%

Investment Portfolio Report

as at 30/9/2023

	Financial Institution			TOTAL
	Queensland Treasury	Bendigo Bank	Commonwealth Bank of Australia	
Opening Investment Balance 1 July 2023	47,968,495	375,308	15,917,155	64,260,958
Interest Rate	4.70%	0.00%	4.60%	
Deposits	-	292,711	52,604,971	52,897,682
Redemptions	-	4,926	44,160,047	44,164,974
Balance	47,968,495	663,092	24,362,079	72,993,667
Interest Income	568,763	-	117,640	686,403
Admin Charge	15,781	8	-	15,788
Net Interest Income	552,983	8	117,640	670,615
Ending Investment Balance as at 30/9/2023	48,521,478	663,085	24,479,719	73,664,282
% to Portfolio	66%	1%	33%	
Short Term Rating	A1+	A2	A1+	
Individual Counter - Party Limit	100%	10%	30%	
Maximum Funds Limit	No Limit	\$20M	\$20M	

9.0 Works for Queensland Round 4 (W4Q4)

The Works for Queensland Round 4 has a total budget of \$5.63m with a grant period spanning from July 2021 to June 2024. Council has received a total of 50% of the grant funding during July 2021 with these funds being posted as a contract liability in the balance sheet until funds have been used. So far Council has spent around \$2.74m over the life of the W4Q4 funding with \$529k of this on eligible projects for this financial year.

10.0 Rates Update

- The discount period for Rates notices for the period 1 July to 31 December 2023 ended on 28 September 2023.
- Reminder Notices for outstanding rates will be issued on 18 October 2023.
- 85 rates searches were completed in September.
- 389 rates requests processed during September.
- 167 transfers of properties were processed in September.



10.5 1ST QUARTER REVIEW INCLUDING CONTINUED CAPITAL PROJECTS**File Number:** 25-10-2023**Author:** Manager Finance & Sustainability**Authoriser:** Chief Executive Officer**PRECIS**1st Quarter Budget Amendments for the 23/24 Financial Year**SUMMARY**

Proposed 1st Quarter 23/24 Budget including movements in the Income Statement, Balance Sheet, Cashflow and Capital Expenditure Budgets.

OFFICER'S RECOMMENDATION

1. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2022/2023 operational budget be adopted.
2. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2022/2023 capital budget including continued projects from 2022/2023 be adopted.

FINANCIAL AND RESOURCE IMPLICATIONS

The First Quarter Review for 2023/2024 proposes to increase the 2023/2024 Capital Expenditure Budget to \$ 42,872,772.08. The increase effect coming from Continued Projects and First Quarter Adjustments as detailed in this Report. Proposed operational deficit has increased by \$199k to a total of \$3.688m.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Each Department Manager of Council has been consulted in relation to any potential or real variances concerning the 2023/2024 adopted Capital Works and Income Statement Budgets as well as what Capital Project from 2022/2023 have not been completed and were to be recognised in the 2023/2024 Capital Works Budget as Continued Projects.

Any applicable resolutions have also been included in the 1st Qtr movements.

The Department responses have been collated and are now provided to Council for its knowledge and consideration.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The Budget Review has been undertaken in accordance with Section 170(3) of Local Government Regulation 2012.

Section 4(b) of the Human Rights Act 2019 (the ‘Act’) requires public entities to act and make decisions in away compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:

- | | |
|---|--|
| 1. Recognition and equality before the law; | 13. Cultural rights—generally; |
| 2. Right to life; | 14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples; |
| 3. Protection from torture and cruel, inhuman or degrading treatment; | 15. Right to liberty and security of person; |
| 4. Freedom from forced work; | 16. Humane treatment when deprived of liberty; |
| 5. Freedom of movement; | 17. Fair hearing; |
| 6. Freedom of thought, conscience, religion and belief; | 18. Rights in criminal proceedings; |
| 7. Freedom of expression; | 19. Children in the criminal process; |
| 8. Peaceful assembly and freedom of association; | 20. Right not to be tried or punished more than once; |
| 9. Taking part in public life; | 21. Retrospective criminal laws; |
| 10. Property rights; | 22. Right to education; |
| 11. Privacy and reputation; | 23. Right to health services. |
| 12. Protection of families and children; | |

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

The proposed capital budget for 23/24 after the first Quarter Review is now proposed to increase to \$42,872,772.08. If this Capital Works Program is totally delivered in the current financial year then there may be considerable increase to the Council's Depreciation Expense in subsequent financial years.

REPORT

Capital Expenditure

The First (1st) Quarter Capital Budget Review and Continued Projects from 2022/2023 has been completed.

In summary, the total first (1st) Quarter (Qtr) adjustments are proposed to be an additional \$1,815,912.68 to the adopted budget. There are some 32 Projects requiring 1st Qtr adjustments.

Overall, the proposed capital budget for 23/24 has increased to \$42,872,772.08. The proposed 2023/2024 Capital Budget as at the end of the 1st Qtr Review is detailed below:

Original Adopted Budget	\$ 33,353,819.00
Continued Projects	\$ 7,703,040.40
1st Quarter Adjustments	\$ 1,815,912.68
New Proposed Budget	\$ 42,872,772.08

The Continued Projects are composed of thirty-six (36) unfinished capital projects.

	Asset Class									TOTAL
	Facilities	Lifestyle	Parks	ICT	Roads	Fleet	Water	Wastewater	Waste	
Number of Continued Projects	4	4	3	1	16	2	4	0	2	36

The combined dollar value of the Continued Projects is \$7,703,040. The Continued Projects cost is itemised below by Asset Class and by funding source.

Asset Class	Continued Projects Request	22/23 Depreciation	Grant	Prior Year Restricted Cash
Facilities	695,168.33	328,409.37	101,649.46	265,109.50
Lifestyle	176,389.56	152,669.56	23,720.00	-
Parks	105,267.80	-	105,267.80	-
ICT	32,467.28	32,467.28	-	-
Land	-	-	-	-
Roads	1,841,170.47	932,321.24	877,608.64	31,240.59
	2,850,463.44	1,445,867.45	1,108,245.90	296,350.09
Fleet	4,034,286.47	1,022,977.17		3,011,309.30
Water	460,669.42	372,473.22	-	88,196.20
Wastewater	-	-	-	-
Waste	357,621.07	-	181,812.00	175,809.07
	4,852,576.96	1,395,450.39	181,812.00	3,275,314.57
TOTAL SBRC	7,703,040.40	2,841,317.84	1,290,057.90	3,571,664.66

For the specific details of individual Continued Projects and the 1st Qtr Budget Adjustments see the attached, “2023-2024 Capex Report for Council – 1st Qtr”.

Income Statement

The income statement has seen an increase in the operational deficit by \$199k. Details of the movements can be seen below with a majority of this increase relating to additional workers compensation premiums and increases to electricity costs and various contracts.

Statement of Comprehensive Income
1st Quarter Proposed Budget

	Original Budget	Proposed Amended Budget	Variance	
	\$	\$	\$	
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	57,018,206	57,018,206	-	
Fees and Charges	5,276,904	5,276,904	-	
Rental Income	459,715	459,715	-	
Interest Received	1,975,000	1,975,000	-	
Sales Revenue	6,835,007	7,159,007	324,000	• Additional RPC works - expenditure performed in 22/23 but income not taken up
Other Income	1,179,323	1,179,323	-	• \$4.061m relates to flood recovery works - offsets expenditure below
Grants, Subsidies, Contributions and Donations	8,546,353	12,899,782	4,353,429	• Grant funding offset expenditure below - including Day at the Dam, Feral Pests & Weeds, Localised Mental Health & Illegal Dumping
	<u>81,290,508</u>	<u>85,967,936</u>	<u>4,677,429</u>	
Capital Revenue				
Grants, Subsidies, Contribution and Donations	9,471,224	11,583,291	2,112,067	• Additional grants for Wondai Weighbridge, Gordonbrook offstream storage & Mondure Hall contribution • Continued Projects for Works for QLD, LRCI etc \$1.29m
Total Income	<u>90,761,732</u>	<u>97,551,227</u>	<u>6,789,496</u>	
Expenses				
Recurrent Expenses				
Employee Benefits	27,612,019	28,117,001	504,982	Relates to flood recovery works - offset by revenue • \$3.556m relates to flood recovery works - offset by revenue • Additional \$61k for yearly workers comp premium • Increases to electricity \$79k • Increases to property manager entitlements and cleaning contracts \$61k
Materials and Services	31,759,777	35,807,782	4,048,005	• Additional costs for grant funded programs in Liveability & Rural Services \$235k - offset by revenue • Additional costs for contractor to pickup Blackbutt bins \$44k • Additional costs in finance business unit for centralised procurement roadmap \$25k offset by reduction in insurance premiums of \$15k
Finance Costs	1,734,655	1,734,655	-	
Depreciation and Amortisation	23,673,214	23,996,788	323,574	• Additional depreciation for Buidlings and Waste
	<u>84,779,665</u>	<u>89,656,226</u>	<u>4,876,561</u>	
Capital Expense	(415,000)	(415,000)	-	
Total Expense	<u>84,364,665</u>	<u>89,241,226</u>	<u>4,876,561</u>	
Net Result	<u>6,397,067</u>	<u>8,310,001</u>	<u>1,912,935</u>	
Net Operating Result	<u>(3,489,157)</u>	<u>(3,688,289)</u>	<u>(199,132)</u>	

Balance Sheet

Statement of Financial Position
1st Quarter Proposed Change

	Original Budget	Proposed Budget	Variance
	\$	\$	\$
Current Assets			
Cash and Cash Equivalents	56,343,950	53,065,990	(3,277,960)
Trade and Other Receivables	11,936,624	12,200,645	264,021
Inventories	781,347	840,354	59,007
Investments	-	-	-
Total Current Assets	69,061,921	66,106,989	(2,954,932)
Non-Current Assets			
Trade and Other Receivables	389,495	389,495	-
Property, Plant and Equipment	1,068,147,535	1,079,285,404	11,137,869
Right of Use Asset	661,125	669,127	8,002
Intangible Assets	6,242,606	6,242,606	-
Total Non-Current Assets	1,075,440,760	1,086,586,632	11,145,871
TOTAL ASSETS	1,144,502,682	1,152,693,621	8,190,939
Current Liabilities			
Trade and Other Payables	10,423,308	15,173,787	(4,750,479)
Borrowings	3,460,548	3,460,548	-
Lease Liabilities	18,439	18,439	-
Provisions	3,931,009	3,915,600	15,409
Unearned Revenue	2,300,754	2,749,085	(448,331)
Other Liabilities	1,410,715	1,410,715	-
Total Current Liabilities	21,544,773	26,728,174	(5,183,401)
Non-Current Liabilities			
Trade and Other Payables	-	-	-
Borrowings	20,335,543	20,335,543	-
Lease Liabilities	686,457	694,284	(7,827)
Provisions	12,444,910	11,931,008	513,902
Other Liabilities	1,470,746	2,960,718	(1,489,972)
Total Non-Current Liabilities	34,937,655	35,921,553	(983,897)
TOTAL LIABILITIES	56,482,428	62,649,727	(6,167,298)
NET COMMUNITY ASSETS	1,088,020,254	1,090,043,894	(2,023,640)
Community Equity			
Retained Surplus/(Deficiency)	448,318,094	449,178,799	860,705
Asset Revaluation Surplus	639,702,160	640,865,095	1,162,935
TOTAL COMMUNITY EQUITY	1,088,020,254	1,090,043,894	2,023,640

Cashflow

Cash Flow
1st Quarter Quarter Proposed Change

	Original Budget	Proposed Budget	Variance
Cash Flows from Operating Activities			
<i>Receipts:</i>			
Receipts from Customers	\$ 75,792,130	\$ 78,259,900	\$ 2,467,770
Interest Received	\$ 1,975,000	\$ 1,975,000	\$ -
Rental Income	\$ 459,715	\$ 459,715	-\$ 0
Non-Capital Grants and Contributions	\$ 8,546,353	\$ 12,899,782	\$ 4,353,429
			\$ -
<i>Payments:</i>			
Payment to Suppliers	-\$ 63,333,132	-\$ 69,473,601	-\$ 6,140,469
Borrowing Costs	-\$ 1,252,196	-\$ 1,252,196	\$ -
			\$ -
Net Cash Provided (or Used) in Operating Activities	\$ 22,187,869	\$ 22,868,600	\$ 680,730
Cash Flows from Investing Activities			
<i>Receipts:</i>			
Proceeds from Sale of PPE	\$ 415,000	\$ 415,000	\$ -
Grants, Subsidies, Contributions and Donations	\$ 9,471,224	\$ 11,583,291	\$ 2,112,067
			\$ -
<i>Payments:</i>			
Payments for PPE	-\$ 33,353,819	-\$ 42,872,772	-\$ 9,518,953
			\$ -
Net Cash Provided (or Used) in Investing Activities	-\$ 23,467,595	-\$ 30,874,481	-\$ 7,406,886
Cash Flows from Financing Activities			
<i>Receipts:</i>			
Proceeds from Borrowings and Leases	\$ -	\$ -	\$ -
			\$ -
<i>Payments:</i>			
Repayments of Borrowings and Leases	-\$ 3,351,655	-\$ 3,351,655	\$ -
			\$ -
Net Cash Provided (or Used) in Financing Activities	-\$ 3,351,655	-\$ 3,351,655	\$ -
Other Non-Categorised Cash Activities			\$ -
Net Increase/(Decrease) in Cash and Cash Equivalents	-\$ 4,631,381	-\$ 11,357,536	-\$ 6,726,156
Cash and Cash Equivalents at Beginning of Period	\$ 60,975,332	\$ 64,423,526	\$ 3,448,194
Cash and Cash Equivalents at End of Period	\$ 56,343,950	\$ 53,065,990	-\$ 3,277,960

ATTACHMENTS

- 2023-2024 Capex Report for Council - 1st Qtr**

2023/2024 Capex Report for Council

Project Code	Project Description	Grant Funding Body	REVENUE SOURCES					EXPENDITURE BUDGET				EXPENDITURE ACTUALS			
			Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Leases	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Facilities															
Caravan Park - Prost															
006883	Proston Caravan Park - Amenities Refurb	COUNCIL	20,000.00	-	-	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	-
Sub Activity Subtotal			20,000.00	-	-	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	-
Depot - Kingaroy															
006747	Kingaroy Depot Car Parking	COUNCIL	-	128,409.37	-	-	-	128,409.37	-	128,409.37	-	-	128,409.37	8,890.91	8,890.91
006885	Kingaroy Depot - Solar Power	COUNCIL	200,000.00	-	-	-	-	200,000.00	200,000.00	-	-	-	200,000.00	-	14,143.26
007005	Kingaroy Depot Fuel Bowser Pumps	COUNCIL	50,000.00	-	-	-	-	50,000.00	-	-	50,000.00	-	50,000.00	-	-
Sub Activity Subtotal			250,000.00	128,409.37	-	-	-	378,409.37	200,000.00	128,409.37	50,000.00	-	378,409.37	8,890.91	14,143.26
Depot - Murgon															
005836	MacAllister St - Install Security Fencing	COUNCIL	-	24,915.00	-	-	-	24,915.00	-	-	24,915.00	-	24,915.00	-	-
006886	Murgon Depot - Crib Rm Repairs & H/Star	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	-	50,000.00	-	5,071.52
Sub Activity Subtotal			50,000.00	24,915.00	-	-	-	74,915.00	50,000.00	-	24,915.00	-	74,915.00	-	5,071.52
Depot - Blackbutt															
006884	Blackbutt Pks Depot Shed - Connect Elec.	COUNCIL	20,000.00	-	-	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	-
Sub Activity Subtotal			20,000.00	-	-	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	-
SES - Blackbutt															
006846	Blackbutt SES Building - roof/ceiling	SES	24,412.00	-	-	73,237.00	-	97,649.00	97,649.00	-	-	-	97,649.00	-	-
Sub Activity Subtotal			24,412.00	-	-	73,237.00	-	97,649.00	97,649.00	-	-	-	97,649.00	-	-
Hall - Nanango Culti															
006887	Nanango Cultural Centre - Replace Chairs	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	-
Sub Activity Subtotal			30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	-
Hall - Mundure															
006836	Mundure Hall-ReRoof & Structural Upgrad	CONTRIB	-	118,778.00	-	100,000.00	-	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99
Sub Activity Subtotal			-	118,778.00	-	100,000.00	-	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99
Hall - Blackbutt Mem															
006888	DLGGSP - Blackbutt Memorial Hall- ReRo	LGSP	80,000.00	-	-	120,000.00	-	200,000.00	200,000.00	-	-	-	200,000.00	139,021.00	139,021.00
Sub Activity Subtotal			80,000.00	-	-	120,000.00	-	200,000.00	200,000.00	-	-	-	200,000.00	139,021.00	139,021.00
Housing															
006889	Nanango- Railway Ln Rental House- ReR	COUNCIL	50,000.00	-	-	-	-	50,000.00	100,000.00	-	50,000.00	-	50,000.00	-	-
006890	Nanango - Appin St Units- Reseal Carpark	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	-	50,000.00	70,171.04	3,007.22
006891	Nanango-Brighthaven Units-Reno 2 Bathr	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	-	-	-	40,000.00	-	2,234.38
Sub Activity Subtotal			140,000.00	-	-	-	-	140,000.00	190,000.00	-	50,000.00	-	140,000.00	70,171.04	5,241.60
Museum - Boondooma H															
006749	Boondooma Homestead - Replace Tourist	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	2,100.00
006892	Boondooma Homestead - Restoration	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	-	50,000.00	-	-
Sub Activity Subtotal			50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	-	50,000.00	-	2,100.00
Swimming Pool - King															
006761	Kingaroy Memorial Pool - Construction Dr	COUNCIL	-	200,000.00	-	-	-	200,000.00	-	200,000.00	-	-	200,000.00	-	-
006897	Kingaroy S/Pool-Install Paramobility Pod	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	-	100,000.00	-	-
006987	Heat Pump - Kingaroy Learn to Swim Pool	-	-	-	-	-	-	-	-	-	-	-	-	9,450.00	9,450.00
006991	Kingaroy S/Pool - Replace L2Swim Heat F	COUNCIL	-	10,850.00	-	-	-	10,850.00	-	-	10,850.00	-	10,850.00	-	-
Sub Activity Subtotal			100,000.00	210,850.00	-	-	-	310,850.00	100,000.00	200,000.00	10,850.00	-	310,850.00	-	9,450.00
Swimming Pool - Murg															
006895	BBRF-Murgon S/Pool- Reseal Joint&Repa	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	-	140,000.00	-	-
Sub Activity Subtotal			140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	-	140,000.00	-	-
Swimming Pool - Wond															
006536	Wondal Swimming Pool Refurbishment	BBRF	-	233,793.77	-	101,649.46	-	335,443.23	-	335,443.23	-	-	335,443.23	-	250,165.47
006896	Wondal S/Pool - Install Paramobility Pod	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	-	100,000.00	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Leases	Total Budgeted Revenue	2023/2024 Assessed Budget	2022/2023 Continued Projects	Fiscal Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
006992	LRCI_4_B - Wondai SP - Disabled Car Pa	LRCI_4_B	-	-	-	75,000.00	-	75,000.00	-	-	75,000.00	75,000.00	-	-	-
Sub Activity Subtotal			100,000.00	233,793.77	-	176,649.46	-	510,443.23	100,000.00	335,443.23	75,000.00	510,443.23	-	250,165.47	250,165.47
Splground-Murgon															
006893	LRCI - Murgon PCYC - Bathroom Renova	LRCI_4_A	-	-	-	650,000.00	-	650,000.00	650,000.00	-	-	650,000.00	-	-	-
006894	Murgon PCYC - New Balustrade & Seatin	COUNCIL	80,000.00	-	-	-	-	80,000.00	80,000.00	-	-	80,000.00	-	-	-
Sub Activity Subtotal			80,000.00	-	-	650,000.00	-	730,000.00	730,000.00	-	-	730,000.00	-	-	-
General															
006827	Purchase of 3 new Christmas Trees	COUNCIL	-	88,368.40	-	-	-	88,368.40	-	31,315.73	57,052.67	88,368.40	661.41	95,959.55	96,620.96
Sub Activity Subtotal			-	88,368.40	-	-	-	88,368.40	-	31,315.73	57,052.67	88,368.40	661.41	95,959.55	96,620.96
Activity Total			1,084,412.00	805,114.54	-	1,119,886.46	-	3,009,413.00	1,927,649.00	695,168.33	386,595.67	3,009,413.00	218,744.36	519,256.39	738,002.75
Office															
Admin Office - Kinga															
005483	Council Chambers Audio Video	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	19,261.75	19,261.75
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	19,261.75	19,261.75
Info Serv - ICT															
000379	Computer Infrastructure & Upgrade	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	140,000.00	139,989.00	-	139,989.00
000381	Server Hardware	COUNCIL	135,000.00	32,467.28	-	-	-	167,467.28	135,000.00	32,467.28	-	167,467.28	-	131,378.10	131,378.10
000382	Photocopiers & Printers	COUNCIL	32,000.00	-	-	-	-	32,000.00	32,000.00	-	-	32,000.00	-	-	-
006052	Microwave Radio & Hardware	COUNCIL	35,000.00	-	-	-	-	35,000.00	35,000.00	-	-	35,000.00	-	13,025.00	13,025.00
006053	MS Cloud Provisioning	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	-	-
Sub Activity Subtotal			372,000.00	32,467.28	-	-	-	404,467.28	372,000.00	32,467.28	-	404,467.28	139,989.00	144,403.10	284,392.10
Activity Total			372,000.00	32,467.28	-	-	-	404,467.28	372,000.00	32,467.28	-	404,467.28	139,989.00	163,664.85	303,653.85
Fleet															
Plant & Fleet Manage															
006515	Plant and Fleet Replacement 2021-22	COUNCIL	-	1,408,012.23	-	-	-	1,408,012.23	-	1,408,012.23	-	1,408,012.23	1,408,012.23	-	1,408,012.23
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	2,626,274.24	-	-	-	2,626,274.24	-	2,626,274.24	-	2,626,274.24	2,626,274.24	99,515.08	2,725,789.32
006876	Plant & Fleet Replacement 2023/2024	COUNCIL	1,959,108.00	2,191,392.00	415,000.00	-	-	4,565,500.00	4,565,500.00	-	-	4,565,500.00	-	-	-
Sub Activity Subtotal			1,959,108.00	6,225,678.47	415,000.00	-	-	8,599,786.47	4,565,500.00	4,034,286.47	-	8,599,786.47	4,034,286.47	99,515.08	4,133,801.55
Activity Total			1,959,108.00	6,225,678.47	415,000.00	-	-	8,599,786.47	4,565,500.00	4,034,286.47	-	8,599,786.47	4,034,286.47	99,515.08	4,133,801.55
Community & Lifestyle															
Aerodrome - Kingaroy															
006583	RAP-Kingaroy Aerodrome Lighting Upgrar	RAP	-	15,000.00	-	-	-	15,000.00	-	15,000.00	-	15,000.00	-	412.80	412.80
006910	CP-Kingaroy Airport Security fence&gate	RAP	30,000.00	-	-	30,000.00	-	60,000.00	60,000.00	-	-	60,000.00	-	-	-
006911	CP-Kingaroy Airport Line Marking	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	-	-	40,000.00	-	1,854.55	1,854.55
006912	CP-Kingaroy Airport Stage 1 Masterplan	COUNCIL	10,000.00	-	-	-	-	10,000.00	10,000.00	-	-	10,000.00	-	-	-
007003	CP-Kingaroy Aerodrome - Pavement Repi	COUNCIL	43,870.00	-	-	-	-	43,870.00	-	-	43,870.00	43,870.00	10,016.82	6,886.00	16,902.82
Sub Activity Subtotal			123,870.00	15,000.00	-	30,000.00	-	168,870.00	110,000.00	15,000.00	43,870.00	168,870.00	10,016.82	9,153.35	19,170.17
Aerodrome - Wondai															
006771	CP - Wondai Aerodrome - Reseal Carpark	COUNCIL	31,130.00	-	-	-	-	31,130.00	45,000.00	-	13,870.00	31,130.00	24,300.67	647.50	24,948.17
Sub Activity Subtotal			31,130.00	-	-	-	-	31,130.00	45,000.00	-	13,870.00	31,130.00	24,300.67	647.50	24,948.17
Cemeteries - Kingaro															
006772	CP - Taabinga Cemetery - Carpark reseal	COUNCIL	45,000.00	-	-	-	-	45,000.00	45,000.00	-	-	45,000.00	-	-	-
006774	CP - Taabinga Cemetery expansion	COUNCIL	52,000.00	-	-	-	-	52,000.00	52,000.00	-	-	52,000.00	-	-	-
006913	CP-All Cemeteries - new signage	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	-	-
006914	CP-Taabinga Cemetery road formation-lav	COUNCIL	-	-	-	-	-	30,000.00	-	-	30,000.00	-	-	-	-
Sub Activity Subtotal			122,000.00	-	-	-	-	122,000.00	152,000.00	-	30,000.00	122,000.00	-	-	-
Cemeteries - Murgon															
006993	Murgon Cemetery - Toilet Emergency Woi	COUNCIL	-	20,000.00	-	-	-	20,000.00	-	-	20,000.00	20,000.00	-	-	-
Sub Activity Subtotal			-	20,000.00	-	-	-	20,000.00	-	-	20,000.00	20,000.00	-	-	-
Cemeteries - Proston															
006775	CP - Proston Cemetery - Expansion/Road	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	-	-
Sub Activity Subtotal			30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2022/2024 Amended Budget	2022/2024 Confirmed Projects	Fiscal Quarter Budget adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Cemeteries - Blackbu															
006828	CP - Blackbutt Cemetary - New Plinths	COUNCIL	-	12,257.28	-	-	-	12,257.28	-	12,257.28	-	12,257.28	909.09	-	909.09
Sub Activity Subtotal			-	12,257.28	-	-	-	12,257.28	-	12,257.28	-	12,257.28	909.09	-	909.09
Saleyards - Coolabun															
006777	CP - Coolabunia Saleyards-Asset Upgrad	COUNCIL	180,000.00	54,252.28	-	-	-	234,252.28	180,000.00	54,252.28	-	234,252.28	6,767.70	21,657.66	28,425.36
006915	CP-Coolabunia Saleyards truckwash upgr	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	-	-
Sub Activity Subtotal			205,000.00	54,252.28	-	-	-	259,252.28	205,000.00	54,252.28	-	259,252.28	6,767.70	21,657.66	28,425.36
Touriam - Yallakool															
006804	Yallakool & Boondooma Dams Upgrade P	TED	-	71,160.00	-	23,720.00	-	94,880.00	-	94,880.00	-	94,880.00	82,519.27	11,070.58	93,589.85
006916	CP-BP Dam Washing machine & Dryers	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	1,363.64	27,120.00	28,483.64
006917	CP-Boondooma Dam Access Ramp & Re	COUNCIL	25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	-	-
Sub Activity Subtotal			55,000.00	71,160.00	-	23,720.00	-	149,880.00	55,000.00	94,880.00	-	149,880.00	83,882.91	38,190.58	122,073.49
Tourism - Lake Boon															
006918	CP-Boondooma Dam Fuel Bowsers	COUNCIL	27,831.00	-	-	-	-	27,831.00	27,831.00	-	-	27,831.00	-	-	-
Sub Activity Subtotal			27,831.00	-	-	-	-	27,831.00	27,831.00	-	-	27,831.00	-	-	-
Activity Total			594,831.00	172,669.56	-	53,720.00	-	821,220.56	624,831.00	176,389.56	20,000.00	821,220.56	125,877.19	69,649.09	195,526.28
Plant & Equipment															
General															
006853	DisasterResilience-DedicatedStorageNort	DRFA	-	-	-	-	-	-	-	-	-	-	-	6,027.00	6,027.00
006854	DisasterResilience-DedicatedStorageSoul	DRFA	-	-	-	-	-	-	-	-	-	-	-	5,927.00	5,927.00
006855	DisasterResilience-DedicatedStorageCent	DRFA	-	-	-	-	-	-	-	-	-	-	-	6,027.00	6,027.00
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	-	-	5,537.73	5,537.73
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	23,518.73	23,518.73
Activity Total			-	-	-	-	-	-	-	-	-	-	-	23,518.73	23,518.73
Parks															
Sp/ground-Maldenwel															
006920	Maldenwell Completion of steps to Coomb	COUNCIL	70,000.00	-	-	-	-	70,000.00	70,000.00	-	-	70,000.00	-	-	-
Sub Activity Subtotal			70,000.00	-	-	-	-	70,000.00	70,000.00	-	-	70,000.00	-	-	-
W4Q - COVID Round															
005974	W4QCOVID-Wondai-Coronation Park		-	-	-	-	-	-	-	-	-	-	-	377.14	377.14
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	377.14	377.14
W4Q - Round 4															
006531	W4Q4-Benarkin Park Renewal	W4Q4	-	-	-	20,000.00	-	20,000.00	-	20,000.00	-	20,000.00	7,263.64	9,742.64	17,006.28
006532	W4Q4-Murgon QE11 Park-Stage 1	W4Q4	-	-	-	21,596.36	-	21,596.36	-	21,596.36	-	21,596.36	-	17,170.46	17,170.46
006752	W4Q4-Kingaroy Lions Park Playground	W4Q4	-	-	-	95,000.00	-	95,000.00	95,000.00	-	-	95,000.00	97,168.05	7,435.30	104,603.35
006758	W4Q4-Lions Park Kingaroy Amenities	W4Q4	-	-	-	269,815.00	-	269,815.00	269,815.00	-	-	269,815.00	77,160.00	117,898.63	195,058.63
006759	W4Q4-Wondai 24hr Camping Grounds	W4Q4	-	-	-	150,000.00	-	150,000.00	150,000.00	-	-	150,000.00	20,850.00	1,401.80	22,251.80
006806	W4Q4-Tipperary Flat N'go-Water Feature	W4Q4	-	-	-	-	-	-	-	-	-	-	-	145.06	145.06
006807	W4Q4-Tipperary Flat N'go - Rd & Carpark	W4Q4	-	-	-	53,671.44	-	53,671.44	-	63,671.44	10,000.00	53,671.44	21,888.50	37,359.92	59,248.42
006925	W4Q4-Kumbia Park Redevelopment	W4Q4	-	-	-	115,000.00	-	115,000.00	115,000.00	-	-	115,000.00	4,599.00	4,315.23	8,914.23
006926	W4Q4-Kingaroy Memorial Park	W4Q4	-	-	-	313,610.40	-	313,610.40	321,450.00	-	7,639.60	313,610.40	31,697.92	276,573.17	308,271.09
Sub Activity Subtotal			-	-	-	1,038,693.20	-	1,038,693.20	951,265.00	105,267.80	17,839.60	1,038,693.20	260,627.11	472,042.21	732,669.32
Parks - Kingaroy															
006018	CP K'Roy Apex Park-Carpark, Path & Pair	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	875.00	875.00
006849	DRFA-Memorial Park Footbridge	DRFA	-	-	-	231,030.00	-	231,030.00	231,030.00	-	-	231,030.00	-	-	-
006875	MIP-Memorial Park Multi Court & Ninja	MIP	200,000.00	-	-	250,000.00	-	450,000.00	450,000.00	-	-	450,000.00	-	-	-
006929	Kingaroy Carew Park Shelter and Trees	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	-	-	40,000.00	11,788.26	8,842.86	20,631.12
006930	Kumbia Recreation Park Redevelopment	COUNCIL	200,000.00	-	-	-	-	200,000.00	200,000.00	-	-	200,000.00	-	-	-
006938	Kingaroy Apex Park Carpark	COUNCIL	120,000.00	-	-	-	-	120,000.00	120,000.00	-	-	120,000.00	56,127.00	185.00	56,312.00
006999	Kingaroy Memorial Park Master/Concept F	COUNCIL	-	30,239.00	-	-	-	30,239.00	-	-	30,239.00	30,239.00	23,990.00	4,000.00	27,990.00
Sub Activity Subtotal			560,000.00	30,239.00	-	481,030.00	-	1,071,269.00	1,041,030.00	-	30,239.00	1,071,269.00	91,905.26	13,902.86	105,808.12
Parks - Nanango															
006921	Nanango Pioneer Park walking tracks	COUNCIL	6,000.00	-	-	-	-	6,000.00	6,000.00	-	-	6,000.00	-	-	-
006922	Nanango Pioneer Park Repair Washouts	COUNCIL	6,000.00	-	-	-	-	6,000.00	6,000.00	-	-	6,000.00	-	-	-
006923	Nanango Lions Park Replace damaged sl	COUNCIL	7,500.00	-	-	-	-	7,500.00	7,500.00	-	-	7,500.00	-	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Amaliated Budget	2022/2023 Continued Projects	Final Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2021/2024 Actual Expenditure & Commitments
006933	Nanango Butter Factory Park Amenities	COUNCIL	220,000.00	-	-	-	-	220,000.00	220,000.00	-	-	220,000.00	-	2,618.18	2,618.18
006934	Nanango Lions Park Shade Sail and Swin	CONTRIB	-	-	-	52,318.00	-	52,318.00	52,318.00	-	-	52,318.00	-	-	-
006998	Tipperary Flat N'go-Toilet Block Varnish	COUNCIL	15,000.00	-	-	-	-	15,000.00	-	-	15,000.00	15,000.00	-	-	-
Sub Activity Subtotal			254,500.00	-	-	52,318.00	-	306,818.00	291,818.00	-	15,000.00	306,818.00	-	2,618.18	2,618.18
Parks - Blackbutt															
006919	Blackbutt Les Muller Park	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	50,000.00	15,440.00	24,919.68	40,359.68
006931	Benarkin First Settlers Park Playground	COUNCIL	150,000.00	-	-	-	-	150,000.00	150,000.00	-	-	150,000.00	83,807.50	4,147.00	87,954.50
006932	Blackbutt to Linville Rail Trail	GRA	-	-	-	100,000.00	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-
006994	Blackbutt Les Muller Park - Toilet Block	COUNCIL	-	28,500.00	-	-	-	28,500.00	-	-	28,500.00	28,500.00	-	-	-
Sub Activity Subtotal			200,000.00	28,500.00	-	100,000.00	-	328,500.00	300,000.00	-	28,500.00	328,500.00	99,247.50	29,066.68	128,314.18
Parks - Murgon															
006753	Murgon QEII Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,288.00	-	1,288.00
006927	Murgon Skate Park Half Basketball court	COUNCIL	32,000.00	-	-	-	-	32,000.00	32,000.00	-	-	32,000.00	-	-	-
006928	Murgon QE11 Park Stage 2 Redevelopme	COUNCIL	450,000.00	-	-	-	-	450,000.00	450,000.00	-	-	450,000.00	192,755.79	3,907.58	196,663.37
Sub Activity Subtotal			482,000.00	-	-	-	-	482,000.00	482,000.00	-	-	482,000.00	194,043.79	3,907.58	197,951.37
Parks - Wondai															
006935	DRFA Dingo Creek Carpark	DRFA	-	-	-	180,260.00	-	180,260.00	180,260.00	-	-	180,260.00	122,245.00	37,552.14	159,797.14
006996	Wondai Dingo Creek Park playground ligh	COUNCIL	-	14,776.52	-	-	-	14,776.52	-	-	14,776.52	14,776.52	-	-	-
Sub Activity Subtotal			-	14,776.52	-	180,260.00	-	195,036.52	180,260.00	-	14,776.52	195,036.52	122,245.00	37,552.14	159,797.14
Parks - Proston															
006877	Proston Lookout - Lookout Redevelopment	COUNCIL	16,000.00	-	-	-	-	16,000.00	16,000.00	-	-	16,000.00	-	20,454.49	20,454.49
006878	Proston Lookout Bollards	COUNCIL	8,000.00	-	-	-	-	8,000.00	8,000.00	-	-	8,000.00	-	-	-
006924	Proston Railway Park Walking track	COUNCIL	10,000.00	-	-	-	-	10,000.00	10,000.00	-	-	10,000.00	-	3,372.28	3,372.28
Sub Activity Subtotal			34,000.00	-	-	-	-	34,000.00	34,000.00	-	-	34,000.00	-	23,826.77	23,826.77
Rail Trails															
006936	DRFA Kingaroy-Murgon Rail Trail Crossin	DRFA	-	-	-	423,314.00	-	423,314.00	423,314.00	-	-	423,314.00	-	-	-
006937	LRCI Kingaroy-Murgon Rail Trail Reseal	LRCI_4_A	-	-	-	994,465.00	-	994,465.00	994,465.00	-	-	994,465.00	-	-	-
Sub Activity Subtotal			-	-	-	1,417,779.00	-	1,417,779.00	1,417,779.00	-	-	1,417,779.00	-	-	-
General															
006995	REGIONAL-CCTV Install and Server Upgr	COUNCIL	-	55,000.00	-	-	-	55,000.00	-	-	55,000.00	55,000.00	-	-	-
Sub Activity Subtotal			-	55,000.00	-	-	-	55,000.00	-	-	55,000.00	55,000.00	-	-	-
Activity Total			1,600,500.00	128,515.52	-	3,270,080.20	-	4,999,095.72	4,768,152.00	105,267.80	125,675.92	4,999,095.72	768,068.66	583,293.56	1,351,362.22
Roads															
W4Q - Round 4															
006975	W4Q4 Wondai CBD Scott Street	W4Q4	-	-	-	700,000.00	-	700,000.00	700,000.00	-	-	700,000.00	6,080.00	20,218.31	26,298.31
Sub Activity Subtotal			-	-	-	700,000.00	-	700,000.00	700,000.00	-	-	700,000.00	6,080.00	20,218.31	26,298.31
Bridges															
006538	Murgon-CherbourgRd-SawpitCkBridge-Gt	COUNCIL	-	104,736.00	-	-	-	104,736.00	104,736.00	-	-	104,736.00	8,639.00	-	8,639.00
006540	Cushnie-HomecreekLoopRd-TimberBridg	BRP	-	190,000.00	-	583,680.00	-	773,680.00	773,680.00	-	-	773,680.00	14,888.67	29,564.30	44,452.97
Sub Activity Subtotal			-	294,736.00	-	583,680.00	-	878,416.00	878,416.00	-	-	878,416.00	23,727.67	29,564.30	53,291.97
KTP															
005284	Kingaroy-Transformation Project	COUNCIL	-	149,864.75	-	69,284.03	-	219,148.78	-	219,148.78	-	219,148.78	-	-	-
006211	KTP-Alford St (Youngman-GlendonSt) Wo	COUNCIL	-	-	-	-	-	-	-	-	-	-	3,450.01	1,627.59	5,077.60
006212	KTP-Alford St(GlendonSt-KingaroySt)Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	16,923.40	22,939.39	39,862.79
006213	KTP-Kingaroy St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	9,974.29	4,398.56	14,372.85
006214	KTP-Haly St(KingaroySt-GlendonSt)Work	COUNCIL	-	-	-	-	-	-	-	-	-	-	7,021.79	2,622.60	9,644.39
006215	KTP-Haly St(GlendonSt-YoungmanSt)Woi	COUNCIL	-	-	-	-	-	-	-	-	-	-	19,673.24	4,222.59	23,895.83
006216	KTP-Glendon St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	14,324.09	36,386.34	50,710.43
Sub Activity Subtotal			-	149,864.75	-	69,284.03	-	219,148.78	-	219,148.78	-	219,148.78	71,366.82	72,197.07	143,563.89
Grav Reshaet															
006684	Booie-Hillsdale Rd-SR	COUNCIL	-	-	-	-	-	-	-	-	-	-	8,333.22	-	8,333.22
006907	Benarkin-Staines Rd-GR	COUNCIL	350,000.00	-	-	-	-	350,000.00	350,000.00	-	-	350,000.00	17,978.48	7,284.00	25,262.48
006908	Booie-Nystrom Rd-GR	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	50,000.00	15,475.58	13,275.21	28,750.79

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proposed from Sale of Fleet	Grant Funding	Leases	Total Budgeted Revenue	2022/2024 Actual Budget	2022/2023 Continued Projects	Peak Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2021/2024 Actual Expenditure & Commitments
006939	Wooroolin-Denmark Rd-SR	COUNCIL	65,000.00	-	-	-	-	65,000.00	91,839.00	-	28,839.00	65,000.00	1,100.00	34,998.52	36,098.52
006940	Crawford-Liesegang Rd-SR	COUNCIL	65,000.00	-	-	-	-	65,000.00	86,210.00	-	21,210.00	65,000.00	-	69,653.65	69,653.65
006941	Ellesmere-Parker Rd-SR	COUNCIL	-	-	-	-	-	-	64,159.00	-	64,159.00	-	-	1,639.02	1,639.02
006942	Benair-Reedy Creek Rd-SR	COUNCIL	100,000.00	-	-	-	-	100,000.00	91,317.00	-	8,683.00	100,000.00	834.55	81,691.64	82,526.19
006943	Memerambi-Couchmans Rd-SR	COUNCIL	270,000.00	-	-	-	-	270,000.00	166,475.00	-	103,525.00	270,000.00	36,979.78	244,725.68	281,705.44
006977	Gravel Resheeting Program 2024	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-
Sub Activity Subtotal			1,000,000.00	-	-	-	-	1,000,000.00	1,000,000.00	-	-	1,000,000.00	80,701.61	453,267.70	533,969.31
Pavement Rehab															
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	-	-	-	-	-	-	-	41,708.58	27,315.56	69,024.14
006188	Kingaroy/Wondai-BunyaHwyMedianUpgrd	COUNCIL	-	11,623.47	-	-	-	11,623.47	-	11,623.47	-	11,623.47	-	11,704.32	11,704.32
006674	TIDS-Corndale-Corndale Rd-Widening	TIDS	79,778.00	47,888.89	-	59,778.00	-	187,444.89	119,556.00	47,888.89	20,000.00	187,444.89	65.00	30,004.96	30,009.96
006675	TIDS-Nanango CBD-Disabled Parking Ba	TIDS	-	7,424.70	-	-	-	7,424.70	-	7,424.70	-	7,424.70	-	3,899.66	3,899.66
006970	RTR-Tingoora Chelmsford Rd-Pavement I	RTR	449,981.00	-	-	1,460,019.00	-	1,930,000.00	1,930,000.00	-	-	1,930,000.00	173,320.00	21,355.10	194,675.10
006976	Major Mechanical Repairs Sealed Roads	COUNCIL	1,000,000.00	-	-	-	-	1,000,000.00	1,000,000.00	-	-	1,000,000.00	-	-	-
007004	Wondai Roundabout	COUNCIL	-	819,617.12	-	-	-	819,617.12	800,000.00	19,617.12	-	819,617.12	-	-	-
Sub Activity Subtotal			1,529,759.00	866,554.18	-	1,539,797.00	-	3,956,110.18	3,849,556.00	86,554.18	20,000.00	3,956,110.18	215,093.58	94,279.60	309,373.18
Footpaths & Cycleway															
006739	Nanango-Drayton St-Footpath	COUNCIL	-	100,000.00	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-
006944	TIDS-Kingaroy-Tessmanns Rd-Footpath	TIDS	96,328.00	-	-	31,810.00	-	128,138.00	128,138.00	-	-	128,138.00	-	7,163.51	7,163.51
006945	TIDS-Wooroolin State School-Footpath	TIDS	25,000.00	-	-	25,000.00	-	50,000.00	50,000.00	-	-	50,000.00	6,941.82	29,339.02	36,280.84
006948	STIP-St Marys-Kent St-Footpath	STIP	78,410.00	-	-	79,000.00	-	157,410.00	157,410.00	-	-	157,410.00	90,134.04	10,616.32	100,750.36
006949	STIP-Murgon-State&HighSchools-Footpat	STIP	49,610.00	-	-	49,500.00	-	99,110.00	99,110.00	-	-	99,110.00	17,653.64	37,354.57	55,008.21
006950	STIP-MurgonStateHighSchool-Parking	STIP	235,554.00	-	-	236,500.00	-	472,054.00	472,054.00	-	-	472,054.00	61,881.85	138,348.02	200,229.87
006951	STIP-Kingaroy-StateHighSchool-Park&Pe	STIP	85,308.00	-	-	58,000.00	-	143,308.00	143,308.00	-	-	143,308.00	40,199.65	56,471.30	96,670.95
Sub Activity Subtotal			570,210.00	100,000.00	-	479,810.00	-	1,150,020.00	1,150,020.00	-	-	1,150,020.00	216,611.00	279,292.74	496,103.74
Pedestrian Crossing															
006946	STIP-Murgon State School-CrossingUpgrt	STIP	-	-	-	116,000.00	-	116,000.00	116,000.00	-	-	116,000.00	48,104.91	25,396.78	73,501.69
Sub Activity Subtotal			-	-	-	116,000.00	-	116,000.00	116,000.00	-	-	116,000.00	48,104.91	25,396.78	73,501.69
Concrete Medians															
006947	STIP-KSS/KSHS Markwell St-Busintercha	STIP	108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	-	-	218,900.00	-	2,084.21	2,084.21
Sub Activity Subtotal			108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	-	-	218,900.00	-	2,084.21	2,084.21
Bitumen Resealing															
005855	Bitumen Sealing Various Roads	COUNCIL	-	303,789.92	-	-	-	303,789.92	-	303,789.92	-	303,789.92	-	-	-
006706	RTR-Nanango-Hicken Way-Reseal	RTR	-	-	-	-	-	-	-	-	-	-	-	616.21	616.21
006716	LRCI-Wondai-Edward St-Reseal	LRCI_3	-	-	-	2,642.72	-	2,642.72	-	2,642.72	-	2,642.72	-	1,359.80	1,359.80
006717	LRCI-Kingaroy-First Ave-Reseal	LRCI_3	-	90,279.94	-	207,681.89	-	297,961.83	297,961.83	-	-	297,961.83	36,263.98	8,614.77	44,878.75
006719	LRCI-Kingaroy-Haly St-Reseal	LRCI_3	-	-	-	121,000.00	-	121,000.00	-	121,000.00	-	121,000.00	119,551.95	999.91	120,551.86
006721	LRCI-Kingaroy-River Rd-Reseal	LRCI_3	-	-	-	183,000.00	-	183,000.00	-	183,000.00	-	183,000.00	115,095.98	4,006.49	119,102.47
006722	LRCI-Runnymede-Runnymede Rd-Resea	LRCI_3	-	-	-	169,000.00	-	169,000.00	-	169,000.00	-	169,000.00	113,038.95	3,534.36	116,573.31
006725	LRCI-Taromeo-Old Esk Rd-Reseal	LRCI_3	-	-	-	120,000.00	-	120,000.00	-	120,000.00	-	120,000.00	113,038.98	883.98	113,922.94
006727	LRCI-Tingoora-Tingoora Chelmsford Rd-F	LRCI_3	-	-	-	5,000.00	-	5,000.00	-	5,000.00	-	5,000.00	27.27	5,610.96	5,638.23
006953	Nanango-Bushmills Rd-Reseal	COUNCIL	50,400.00	-	-	-	-	50,400.00	50,400.00	-	-	50,400.00	-	3,409.21	3,409.21
006954	Warrung-Friebergs Rd-Reseal	COUNCIL	105,840.00	-	-	-	-	105,840.00	105,840.00	-	-	105,840.00	-	2,425.00	2,425.00
006955	Boole-Gatto Rd-Reseal	COUNCIL	25,200.00	-	-	-	-	25,200.00	25,200.00	-	-	25,200.00	9,005.50	3,841.21	12,846.71
006956	Brooklands-Kumbia Rd-Reseal	COUNCIL	42,570.00	-	-	-	-	42,570.00	42,570.00	-	-	42,570.00	-	943.71	943.71
006957	Boole-MaCauley Dr-Reseal	COUNCIL	119,700.00	-	-	-	-	119,700.00	119,700.00	-	-	119,700.00	9,005.50	5,168.61	14,174.11
006958	Kingaroy-MacDiarmid St-Reseal	COUNCIL	32,832.00	-	-	-	-	32,832.00	32,832.00	-	-	32,832.00	9,005.50	801.20	9,806.70
006959	Mondure-McConnel Way-Reseal	COUNCIL	28,800.00	-	-	-	-	28,800.00	28,800.00	-	-	28,800.00	-	616.21	616.21
006960	Wattlecamp-MemerambiBarkersCreekRd-	COUNCIL	84,900.00	-	-	-	-	84,900.00	84,900.00	-	-	84,900.00	-	874.21	874.21
006961	TIDS-Silverleaf-MondureWheatlands-Rese	TIDS	300,745.00	-	-	39,735.00	-	340,480.00	340,480.00	-	-	340,480.00	1,581.00	2,011.26	3,592.26
006962	Byee-Silverleaf Rd-Reseal	COUNCIL	429,120.00	-	-	-	-	429,120.00	429,120.00	-	-	429,120.00	-	801.21	801.21
006963	TIDS-Haly Creek-Stuart Valley Dr-Reseal	TIDS	169,920.00	-	-	169,920.00	-	339,840.00	339,840.00	-	-	339,840.00	-	1,214.54	1,214.54
006964	Charlestown-Transmitter Rd-Reseal	COUNCIL	238,960.00	-	-	-	-	238,960.00	238,960.00	-	-	238,960.00	909.09	801.21	1,710.30
006965	Wooroolin-Wellers Rd-Reseal	COUNCIL	120,900.00	-	-	-	-	120,900.00	120,900.00	-	-	120,900.00	-	801.21	801.21
006966	Boole-Darcie St-Reseal	COUNCIL	80,280.00	-	-	-	-	80,280.00	80,280.00	-	-	80,280.00	9,005.50	801.21	9,806.71
006967	Boole-Brittany Court-Reseal	COUNCIL	30,089.00	-	-	-	-	30,089.00	30,089.00	-	-	30,089.00	9,005.50	801.21	9,806.71
006968	Boole-Tidar Ct-Reseal	COUNCIL	30,089.00	-	-	-	-	30,089.00	30,089.00	-	-	30,089.00	9,005.50	801.25	9,806.75

2019/2019 Capex Report for Council

- as at DD MMMM YYYY -

Page 5 | 7

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Assesed Budget	2022/2023 Continued Projects	Fiscal Quarter Budget adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2021/2024 Actual Expenditure & Commitments
Sub Activity Subtotal			1,890,345.00	394,069.86	-	1,017,979.61	-	3,302,394.47	2,100,000.00	1,202,394.47	-	3,302,394.47	553,540.18	51,734.94	605,275.12
General															
006556	Blackspot-Glendon/Markwell St-Safety Upg	COUNCIL	-	25,000.00	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-	-	-
006682	Advanced Design 22/23	COUNCIL	-	113,958.79	-	-	-	113,958.79	-	113,958.79	-	113,958.79	-	6,824.53	6,824.53
006733	Kingaroy-Birt Rd-Dust Suppression Trial	COUNCIL	-	194,114.15	-	-	-	194,114.15	-	194,114.15	-	194,114.15	-	2,511.23	2,511.23
006969	Advanced Design 23/24	COUNCIL	250,000.00	-	-	-	-	250,000.00	250,000.00	-	-	250,000.00	32,177.50	4,448.00	36,625.50
006979	Unallocated Renewal Funds	COUNCIL	18,500.00	-	-	-	-	18,500.00	178,500.00	-	160,000.00	18,500.00	-	-	-
007011	McCaughey Weir Road Reopening and Sigr	COUNCIL	90,000.00	-	-	-	-	90,000.00	-	-	-	90,000.00	-	-	-
007012	Minmore Road Sealing	COUNCIL	50,000.00	-	-	-	-	50,000.00	-	-	50,000.00	50,000.00	-	-	-
Sub Activity Subtotal			408,500.00	333,072.94	-	-	-	741,572.94	428,500.00	333,072.94	20,000.00	741,572.94	32,177.50	13,783.76	45,961.26
Urban Drainage															
006735	Kingaroy-Leopard Court-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	22.00	22.00
006741	Kingaroy-Moonya St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,421.62	1,421.62
006742	Nanango-Chester St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	947.74	947.74
006805	North Street Kerb & Channelling	COUNCIL	121,500.00	-	-	-	-	121,500.00	121,500.00	-	-	121,500.00	31,390.36	83,337.97	114,728.33
Sub Activity Subtotal			121,500.00	-	-	-	-	121,500.00	121,500.00	-	-	121,500.00	31,390.36	85,729.33	117,119.69
FD & Complimentary															
006736	Flood Damage - Council Betterment	COUNCIL	-	1,973,283.09	-	-	-	1,973,283.09	2,000,000.00	-	26,716.91	1,973,283.09	-	-	-
006813	EV03 Betterment Mondure Crossing Road	QRA	-	-	-	-	-	-	-	-	-	-	-	4,855.64	4,855.64
006843	EV04 Betterment Mercer Springate Road	QRA	-	-	-	-	-	-	-	-	-	-	22,932.50	2,370.00	25,302.50
006844	EV01 Betterment Dip & Flagstone Creek F	QRA	-	-	-	-	-	-	-	-	-	-	64,068.00	2,722.50	66,790.50
006994	EV03 Betterment Williams Road	DRFA	-	-	-	-	-	-	-	-	-	-	15,990.00	11,224.56	27,214.56
006986	Couchmans Road Comp Pavement repair	COUNCIL	-	-	-	-	-	-	-	-	-	810.00	-	22,860.62	23,670.62
007000	Ryan Reagon Rd Comp Works gravel resl	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	5,161.53	5,161.53
007002	Maldenwell Glenclyffe Rd-Comp Grav Resl	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	486.47	486.47
Sub Activity Subtotal			-	1,973,283.09	-	-	-	1,973,283.09	2,000,000.00	-	26,716.91	1,973,283.09	103,800.50	49,681.32	153,481.82
Activity Total			5,629,214.00	4,131,580.82	-	4,616,550.64	-	14,377,345.46	12,562,892.00	1,841,170.37	26,716.91	14,377,345.46	1,382,794.13	1,177,230.06	2,560,024.19
Water Services															
W4Q - Round 4															
006906	W4Q4-Kingaroy Water Security MtWooroi	W4Q4	-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	-	-	1,750,000.00	18,080.00	-	18,080.00
Sub Activity Subtotal			-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	-	-	1,750,000.00	18,080.00	-	18,080.00
Water - General Oper															
006503	S1 & S2 - PC, SCADA & Telemetry WATER	COUNCIL	-	183,332.00	-	-	-	183,332.00	183,332.00	-	-	183,332.00	120,735.00	32,060.00	152,795.00
006640	S2- PC, SCADA & Telemetry WATER	COUNCIL	-	-	-	-	-	-	-	-	-	-	162.00	-	162.00
006898	S3 - PC, SCADA & Telemetry WATER	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	3,650.00	-	3,650.00
006909	Solar panels for treatment plants	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	-	-
Sub Activity Subtotal			205,000.00	183,332.00	-	-	-	388,332.00	388,332.00	-	-	388,332.00	124,547.00	32,060.00	156,607.00
Water - Blackbutt															
006788	Blackbutt HL PS Switchboard renewal +	COUNCIL	-	175,000.00	-	-	-	175,000.00	175,000.00	-	-	175,000.00	-	-	-
006899	Blackbutt WTP Switchboard Renewal & PI	COUNCIL	400,000.00	-	-	-	-	400,000.00	400,000.00	-	-	400,000.00	-	-	-
Sub Activity Subtotal			400,000.00	175,000.00	-	-	-	575,000.00	575,000.00	-	-	575,000.00	-	-	-
Water - Kingaroy															
005497	KWS-William St (Holy-Queen) WMR	-	-	-	-	-	-	-	-	-	-	-	-	788.57	788.57
005547	Gordonbrook WTP - Post Con Contract W	COUNCIL	-	-	-	-	-	-	-	-	-	-	41,627.23	159,254.08	200,881.31
006516	Gordonbrook Off Stream Storage Design	BOR_6	-	278,721.00	-	290,000.00	-	568,721.00	278,721.00	-	290,000.00	568,721.00	17,728.55	267,458.17	285,186.72
006517	Water Meter Replacement Program - 21/2	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	3,989.66	3,989.66
006566	Gordonbrook Dam Emergency Repairs 20	COUNCIL	-	-	-	-	-	-	-	-	-	-	35,845.00	-	35,845.00
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	88,196.20	-	-	-	88,196.20	-	88,196.20	-	88,196.20	54,266.39	13,612.53	67,878.92
006783	Gordonbrook Dam Spillway AFC D&C	COUNCIL	-	-	-	800,000.00	-	800,000.00	800,000.00	-	-	800,000.00	-	-	-
006787	Kingaroy Water Security Trunk Infra Upgr	COUNCIL	-	244,125.00	-	-	-	244,125.00	244,125.00	-	-	244,125.00	1,415.00	2,360.00	3,775.00
006882	WMR Markwell St Kingaroy	COUNCIL	98,000.00	-	-	-	-	98,000.00	98,000.00	-	-	98,000.00	3,604.55	19,398.77	23,003.32
006900	WMR Alford St Kingaroy (William-Burnett)	COUNCIL	133,000.00	-	-	-	-	133,000.00	133,000.00	-	-	133,000.00	-	-	-
006901	WMR Glendon St Kingaroy(Alford-Markwe)	COUNCIL	78,400.00	-	-	-	-	78,400.00	78,400.00	-	-	78,400.00	5,188.16	22,831.13	28,019.31
006902	Driveln W/Main Bunya Hwy Joint Replace	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-
006976	Jubilee St Kingaroy (End to IanSt)	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	3,059.97	14,590.26	17,650.23

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Amal Budget	2022/2023 Contingent Projects	Final Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2021/2024 Actual Expenditure & Commitments
Water - Nanango															
Sub Activity Subtotal			439,400.00	611,042.20	-	290,000.00	800,000.00	2,140,442.20	1,762,246.00	88,196.20	290,000.00	2,140,442.20	394,735.94	254,553.55	649,289.49
006657	WMR Dalby St Nanango (Gipps-ChesterS	COUNCIL	-	-	-	-	-	-	-	-	-	-	552.86	1,926.86	2,479.72
006785	Nanango WTP & Bores A, B, C, etc	COUNCIL	-	378,711.33	-	-	-	378,711.33	340,000.00	38,711.33	-	378,711.33	-	-	-
Sub Activity Subtotal			-	378,711.33	-	-	-	378,711.33	340,000.00	38,711.33	-	378,711.33	552.86	1,926.86	2,479.72
Water - Proston															
Sub Activity Subtotal			-	99,369.22	-	-	-	99,369.22	-	99,369.22	-	99,369.22	6,314.82	20,155.18	26,470.00
006055	Proston-SCADA Platform Update	COUNCIL	-	-	-	-	-	-	-	-	-	-	4,369.32	-	4,369.32
006658	WMR Blake St, Proston (Drake-RodneySt	COUNCIL	-	99,369.22	-	-	-	99,369.22	-	99,369.22	-	99,369.22	6,314.82	20,155.18	26,470.00
Water - Wondai															
Sub Activity Subtotal			140,000.00	581,082.67	-	-	-	721,082.67	486,690.00	234,392.67	-	721,082.67	102,716.96	219,217.54	321,934.50
006659	WMR Mackenzie St, Wondai (Osborne-Er	COUNCIL	-	208,574.00	-	-	-	208,574.00	208,574.00	-	-	208,574.00	65,533.60	50,782.21	116,315.81
006660	WMR Mackenzie St, Wondai (Osborne-Sc	COUNCIL	-	138,116.00	-	-	-	138,116.00	138,116.00	-	-	138,116.00	10,587.73	77,279.16	87,866.89
006661	WMR Cadell St, Wondai (Scott - Kent St)	COUNCIL	-	234,392.67	-	-	-	234,392.67	-	234,392.67	-	234,392.67	13,922.63	91,156.17	105,078.80
006881	Media Replacement Wondai	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	140,000.00	12,673.00	-	12,673.00
Activity Total			1,184,400.00	2,278,537.42	-	1,790,000.00	800,000.00	6,052,937.42	5,302,268.00	460,669.42	290,000.00	6,052,937.42	651,316.90	527,913.13	1,179,230.03
Wastewater Services															
Wastewater - General															
Sub Activity Subtotal			1,775,000.00	166,747.00	-	-	-	1,941,747.00	1,941,747.00	-	-	1,941,747.00	221,578.00	64,692.73	286,270.73
005826	Update Scada/Cyber Security	COUNCIL	-	-	-	-	-	-	-	-	-	-	5,348.00	-	5,348.00
006641	S2- PC, SCADA & Telemetry WASTEWAT	COUNCIL	-	166,747.00	-	-	-	166,747.00	166,747.00	-	-	166,747.00	66,870.00	64,420.00	131,290.00
006903	S3- PC, SCADA & Telemetry WASTEWAT	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	4,720.00	-	4,720.00
006904	Regional Sewer Relining	COUNCIL	1,600,000.00	-	-	-	-	1,600,000.00	1,600,000.00	-	-	1,600,000.00	144,640.00	272.73	144,912.73
Wastewater - Kingaro															
Sub Activity Subtotal			175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	4,520.00	-	4,520.00
006905	Kingaroy SPS2 Tessmanns Rd Switchboa	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	4,520.00	-	4,520.00
Wastewater - Nanango															
Sub Activity Subtotal			-	350,000.00	-	-	-	350,000.00	350,000.00	-	-	350,000.00	9,040.00	-	9,040.00
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	-	210,000.00	-	-	-	210,000.00	210,000.00	-	-	210,000.00	4,520.00	-	4,520.00
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	-	140,000.00	-	-	-	140,000.00	140,000.00	-	-	140,000.00	4,520.00	-	4,520.00
Sub Activity Subtotal			-	350,000.00	-	-	-	350,000.00	350,000.00	-	-	350,000.00	9,040.00	-	9,040.00
Sub Activity Subtotal			-	210,000.00	-	-	-	210,000.00	210,000.00	-	-	210,000.00	4,520.00	16,381.97	20,901.97
006510	BDWW-WWTP1 SB Renewal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	16,381.97	16,381.97
006796	Proston CED Pump Station Replace & Re	COUNCIL	-	210,000.00	-	-	-	210,000.00	210,000.00	-	-	210,000.00	4,520.00	-	4,520.00
Activity Total			1,950,000.00	726,747.00	-	-	-	2,676,747.00	2,676,747.00	-	-	2,676,747.00	239,658.00	81,074.70	320,732.70
Waste															
Waste Management - R															
Sub Activity Subtotal			-	1,198,705.32	-	733,053.75	-	1,931,759.07	553,780.00	357,621.07	1,020,358.00	1,931,759.07	62,536.95	52,654.09	115,191.04
006607	New Maldenwell Transfer Station	COUNCIL	-	634,601.07	-	-	-	634,601.07	250,000.00	54,601.07	330,000.00	634,601.07	54,967.27	8,016.50	62,983.77
006780	Nanango Weighbridge & Transfer Station	LGGSP	-	242,720.00	-	364,080.00	-	606,800.00	303,780.00	303,020.00	-	606,800.00	5,469.68	16,287.59	21,757.27
006845	Purchase of new SBRC Skip Bins	COUNCIL	-	-	-	-	-	-	-	-	-	-	2,100.00	28,350.00	30,450.00
006989	Wondai Weighbridge	DRFA	-	221,384.25	-	368,973.75	-	590,358.00	-	-	590,358.00	590,358.00	-	-	-
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	100,000.00	-	-	-	100,000.00	-	-	100,000.00	100,000.00	-	-	-
Activity Total			-	1,198,705.32	-	733,053.75	-	1,931,759.07	553,780.00	357,621.07	1,020,358.00	1,931,759.07	62,536.95	52,654.09	115,191.04
Grand Total			14,374,465.00	15,700,015.93	415,000.00	11,583,291.05	800,000.00	42,872,771.98	33,353,819.00	7,703,040.30	1,815,912.68	42,872,771.98	7,623,271.66	3,297,771.68	10,921,043.34

11 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET**11.1 REQUESTING COUNCIL NAME TWO NEW ROADS AS PART OF SUBDIVISION AT 241 IZZARDS ROAD SOUTH NANANGO****File Number: 25-10-2023****Author: Manager Works****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Infrastructure, Environment and Compliance Standing Committee Meeting on 4 October 2023 was a report requesting Council name two new roads as part of subdivision at 241 Izzards Road, South Nanango.

SUMMARY**COMMITTEE RESOLUTION 2023/88**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

To review the shortlisted names and makes a recommendation to Council to name the two roads.

- The applicant's preferences are:
 - Road 1 – Cripps Road
 - Road 2 – Cross Road

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen**Against:** Nil**CARRIED 5/0****OFFICERS RECOMMENDATION**

That South Burnett Regional Council name the two roads part of subdivision at 241 Izzards Road, South Nanango:

- Road 1 – Cripps Road
- Road 2 – Cross Road

BACKGROUND

A request was received by Council to name two new roads as part of a subdivision at 241 Izzards Road, South Nanango. The original report was tabled at the July Infrastructure, Environment and Compliance Standing Committee on 5 July 2023 with the resolution that the matter lay on the table until further clarification be received.

The applicant made an application, OPW22/0016, to Council's planning department to undertake a subdivision at 241 Izzards Road, South Nanango: Lot 3 on RP188104. The works included the construction of two new roads, see Attachment one (1).

The proposed road names shortlisted below have been revised to be names of historical significance to the South Burnett and Nanango region.

Council provided the applicant with a list of names with known historical relevance to the region. From the list provided the applicant has requested that Council considers the following names for these roads, in order of preference.

Road 1 – from Izzards Road to Road 2.

- Cripps

- a. Arthur Cripps, the Australian Middle Weight Champion, farmed north of Nanango. When he became famous as an amateur boxer by winning the amateur crown in 1902, he was induced to turn professional. After coming to Nanango, he occasionally returned to the city to defend his title over a twelve-year period. He was never defeated. In all his bouts he was known as a clean fighter, a courteous opponent and a strictly honourable man. Arthur was also an International Rugby Union player who represented Queensland and Australia. (Page 359, Pioneering Into the Future – A History of Nanango Shire)

- Adams

- a. David James Adams was one of the legendary figures of the shire. He was born in Bundaberg in 1896 and enlisted at Murgon in 1914 as soon as war was declared. As a Lewis gunner in the 25th Battalion he was awarded the Distinguished Conduct Medal for his action on 3 October 1918. On returning to Australia, Adams worked as a bullock driver in the Blackbutt area before moving with his bullocks to Elgin Vale, Manumbar. War injuries caught up with him by 1939 and he retired at Elgin Vale. He was a much respected man, though quiet and unassuming, and was buried in Nanango July 1947. (Page 412, Pioneering Into the Future – A History of Nanango Shire)

- Butwell

- a. Noel (Stumpy) Butwell worked at the Nanango Sawmill as a kid, he played as a talented member of the sawmill football team. He was virtually unbeatable in amateur fights and a real crowd pleaser. Butwell won the Australian Flyweight Champion Title in 1943, and finally lost his national flyweight crown in 1951. He also won the Australian Bantamweight Championship. Stumpy Butwell is best remembered in Nanango as a great champion and a great sportsman who brought honour to all Queensland during the war and post war era. (Page 30-361, Pioneering Into the Future – A History of Nanango Shire)
- b. Four Butwells from the Nanango Shire Area were enlisted during WW2.

Road 2 – off Road 1

- Cross

- o Dolly Cross was fortunate to maintain good health and was able to continue serving the community in many ways well into her eighties. Twice a month she prepared meals at the Rugby League Clubhouse for the aged and infirm who were often twenty-five years her junior. Dolly's involvement covered many facets of life in Nanango. She was instrumental in organising the Brownies. As a member of the Tourist Association, she was one of the founders of the annual Mardi Gras. For many years she was an active member of the QCWA, Red Cross, Nanango Show Society and Senior Citizens. When Nanango needed a kindergarten, she was on the committee. When the Ringsfield Hospital became redundant she again was on a committee, this time organising short term accommodation for needy families. In her words "As things come up that need some help, I go along and try to help out where I can". (Page 315, Pioneering Into the Future – A History of Nanango Shire)
- o The Cross family are early pioneers of Nanango.

- J. Cross from the district of Nanango was enlisted during WW1.
- K. Cross from the Nanango Shire Area was enlisted during WW2.
- Lynch
 - Mary, Kate, Rose and Nell Lynch AKA The Lynch Sisters. First came to Nanango district in 1908. They lived in the remote timber-getters camps. Felling giant trees or clearing scrub for farmers. They proved so adept at the game that they took a lot of work from the men, and even gave a demonstration at the Nanango show. Dressed in their Sunday best, they got stuck into logs of wood with axes and cross-cut saws, to give the local lads an idea of how it should be done. The sisters were the only women at the camp. First, the girls would have had to clear tracks wide enough to take a single row of horses or a double row of bullocks. In addition to cutting down the big trees, the Lynches also specialised in ring barking and general scrub clearing around the various properties. Their services were very much in demand. Charlie Birch 86 (in 1976) and whose hands were still deeply stained with timber said that he worked beside the girls. In his words: 'They were fantastic and woe betide any man who tried to put anything rough over them'. They felled pine from the dense scrub. They carried out contract fencing in the surrounding district. They cut and carted cordwood for the Gympie mines. They supplied the traction engine with 30-inch billets of firewood and stacked it at various points along the engines route. The Lynch Girls, as they were popularly known, became familiar and highly respected members of the community, expecting and receiving no favours on account of their sex, and only the very foolish would attempt to take liberties with them. One, who made an unseemly remark, was promptly dragged by them from his horse and thoroughly rolled in a mudhole. At 116 Drayton Street Nanango a house built by the Lynch sisters is still used as a residence. (Page 117, Pioneering Into the Future – A History of Nanango Shire)
- Warner
 - Shirley & Peter Warner. They ran many catering and fundraising events for the town. Behind the refurbishment of the Catholic church.

Based on the Infrastructure Asset Naming Policy the following suffixes could be considered for these roads:

- Road (Rd) – A roadway forming a means of communication between one place and another generally applied outside an urban district.
- Court (Crt) – Road 2 only - A short, enclosed roadway, generally longer than 50m. The longer culs-de-sac in a subdivision.

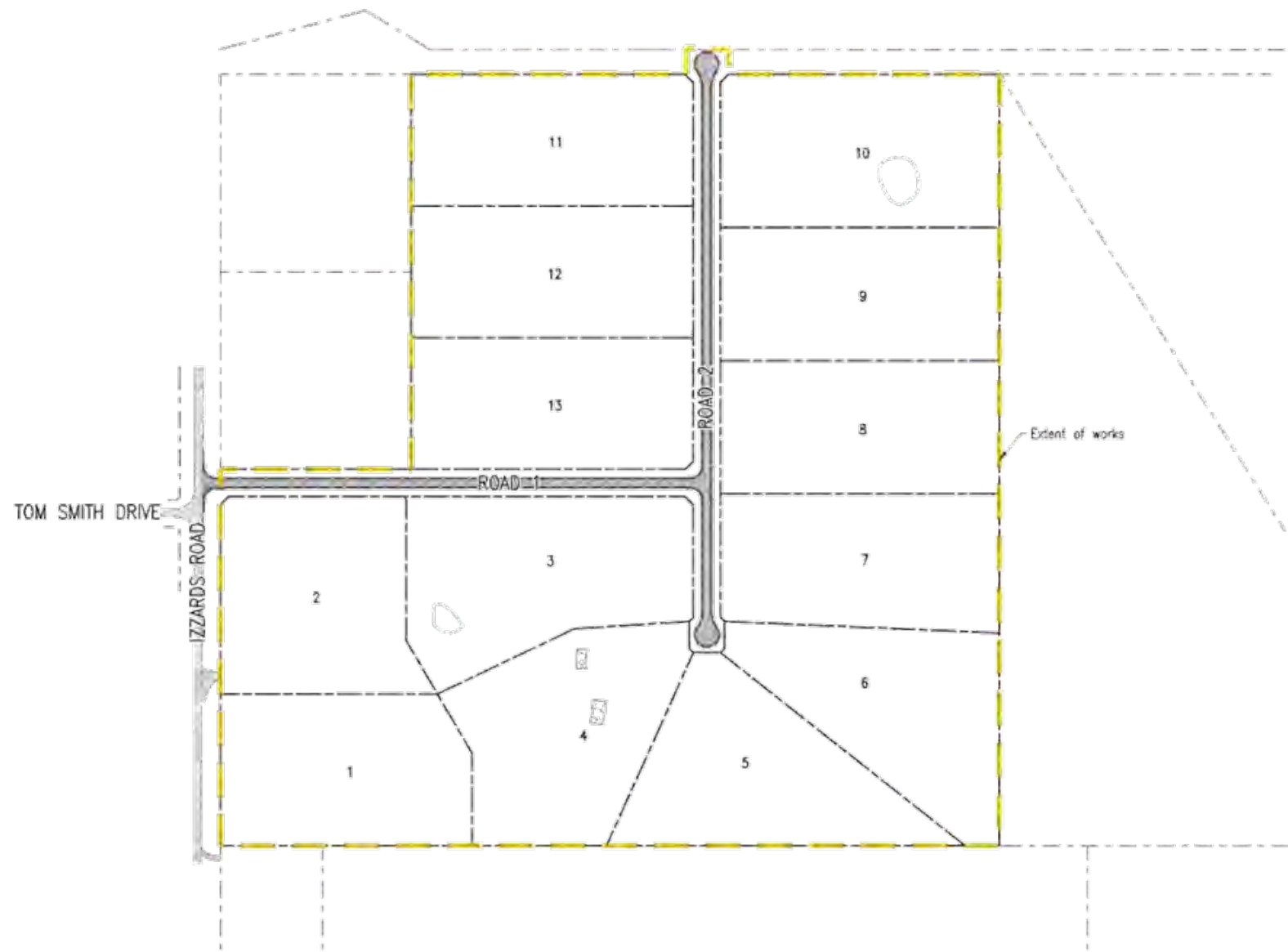
None of the shortlisted names above have existing conflicts with other roads within the South Burnett Council area.

It is recommended that the committee review the shortlisted names above and make a recommendation to Council for the new road names. The applicant has listed his preference for the new roads to be named Cripps Road and Cross Road

ATTACHMENTS

1. Map of Izzards Road

13 LOT RURAL RESIDENTIAL SUBDIVISION 241 IZZARDS ROAD, SOUTH NANANGO QLD 4615 FOR IZZARDS ROAD DEVELOPMENTS P/L



Sheet List Table	
SHEET NO.	TITLE
1	GENERAL LAYOUT AND DRAWING INDEX PLAN
2	...
3	...
4	...
5	...
6	...
7	...
8	...
9	...
10	...
11	...
12	...
13	...

GENERAL LAYOUT AND DRAWING INDEX PLAN
Scale 1:2000 (A1)



NO.	DESCRIPTION	DATE	BY	CHK	APP	
2	ISSUE FOR CONSTRUCTION	11/04/2023	JWC	MWP	MWL	JWW
1	RESPONSE TO COUNCIL RP	05/02/2023	MWP	MWP	MWL	JWW
0	FOR APPROVAL	14/10/2023	MWP	MWP	MWL	JWW

RMA Engineers
Jason Wardle
RPEQ: 7789



CLIENT
IZZARDS ROAD DEVELOPMENTS P/L
69 KITCHENER ROAD
ASCOT QLD 4007

PROJECT
13 LOT RURAL RESIDENTIAL SUBDIVISION
241 IZZARDS ROAD
SOUTH NANANGO QLD 4615

TITLE
GENERAL LAYOUT AND DRAWING INDEX PLAN

ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE PROJECT NOTES ON DRAWING 01/16	VERIFY ALL ON SITE DIMENSIONS AND LEVELS PRIOR TO CONSTRUCTION. NOTIFY RMA IMMEDIATELY OF ANY DISCREPANCIES.	PROJECT NO. 22E-0191	DRAWING NO. C-G0101	ISSUE 2
PROJECT DATUM AHD	MAP GRID MGA-56	COUNCIL PLAN NO. IR1018723	COUNCIL OR DC OPW22/0016	
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12 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES

12.1 REGIONAL UNIVERSITY STUDY HUBS - 2023 APPLICATION ROUND

File Number: 25-10-2023

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023 was a report regarding Regional University Study Hubs – 2023 Application Round.

SUMMARY

8.3 REGIONAL UNIVERSITY STUDY HUBS – 2023 APPLICATION ROUND

COMMITTEE RESOLUTION 2023/91

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That South Burnett Regional Council apply to the Regional University Study Hubs – 2023 Application Round.

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

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council apply to the Regional University Study Hubs – 2023 Application Round.

BACKGROUND

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS

Nil

13 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH

Nil

14 PORTFOLIO - DISASTER MANAGEMENT, WASTE AND RECYCLING MANAGEMENT

Nil

15 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS

15.1 JUBILEE PARK LEGACY ISSUES

File Number: 25.10.2023

Author: Executive Assistant Liveability

Authoriser: Chief Executive Officer

PRECIS

Presented at the Infrastructure, Environment and Compliance Standing Committee Meeting held on 4 October 2023 was a report regarding Jubilee Park Legacy Issues.

SUMMARY

16.1 JUBILEE PARK LEGACY ISSUES

COMMITTEE RESOLUTION 2023/1

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the committee recommend to Council to;

Delegate powers to the Chief Executive Officer under Section 257 of the Local Government Act 2007 to continue to meaningfully engage in correspondence to resolve this legacy issue amicably and should negotiations fail, then to obtain legal advice on, and if deemed appropriate initiate proceedings under ss. 98 to 108B (Division 5 of Part 6) of the Land Title Act 1994.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

CARRIED 4/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council delegate powers to the Chief Executive Officer under *Section 257 of the Local Government Act 2009* to continue to meaningfully engage in correspondence to resolve this legacy issue amicably and should negotiations fail, then to obtain legal advice on, and if deemed appropriate initiate proceedings under *ss. 98 to 108B (Division 5 of Part 6) of the Land Title Act 1994*.

BACKGROUND

Presented at the Infrastructure, Environment and Compliance Standing Committee Meeting held on 4 October 2023.

ATTACHMENTS

Nil

15.2 SOUTH BURNETT AQUATIC CENTRE - INCREASE TO ELECTRICITY COSTS**File Number:** 25.10.2023**Author:** Executive Assistant Liveability**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Infrastructure, Environment and Compliance Standing Committee Meeting held on 4 October 2023 was a report regarding South Burnett Aquatic Centre – Increase to Electricity Costs.

SUMMARY**16.2 SOUTH BURNETT AQUATIC CENTRE - INCREASE TO ELECTRICITY COSTS**

COMMITTEE RESOLUTION 2023/1

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council;

1. That Council amends Service Management Agreement for Summer Country Aquatics Schedule 3 Clause 1s2q contribution to electricity to a fixed electricity contribution of \$55,998 for FY 2023/24
2. The increase in electricity costs be included the second quarter operational budget review.

In Favour: Crs Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen**Against:** Nil**CARRIED 4/0**

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. amends Service Management Agreement for Summer Country Aquatics Schedule 3 Clause 1s2q contribution to electricity to a fixed electricity contribution of \$55,998 for FY 2023/24; and
2. the increase in electricity costs be included the second quarter operational budget review.

BACKGROUND

Presented at the Infrastructure, Environment and Compliance Standing Committee Meeting held on 4 October 2023.

ATTACHMENTS**Nil**

15.3 APPLICATION FOR FUNDING UNDER THE 2023/2024 QUEENSLAND GOVERNMENT MINOR INFRASTRUCTURE AND INCLUSIVE FACILITIES FUND - BUTTER FACTORY PARK, NANANGO AND MURGON SKATE PARK, MURGON

File Number: 25-10-2023
Author: Executive Assistant Liveability
Authoriser: Chief Executive Officer

PRECIS

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023 was a report regarding application for funding under the 2023/2024 Queensland Government Minor Infrastructure and Inclusive Facilities fund – Butter Factory Park, Nanango and Murgon Skate Park, Murgon.

SUMMARY**L.1 APPLICATION FOR FUNDING UNDER THE 2023/2024 QUEENSLAND GOVERNMENT MINOR INFRASTRUCTURE AND INCLUSIVE FACILITIES FUND - BUTTER FACTORY PARK, NANANGO AND MURGON SKATE PARK, MURGON.****COMMITTEE RESOLUTION 2023/1**

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That Council endorse the two applications for grant funding under the Minor Infrastructure and Inclusive Facilities Fund to replace inadequate toilet facilities at Butter Factory Park, Nanango with larger accessible amenities and for the construction of a new accessible facility at the Murgon Skate Park.

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

Against: Nil

CARRIED 5/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council endorse the two applications for grant funding under the Minor Infrastructure and Inclusive Facilities Fund to replace inadequate toilet facilities at Butter Factory Park, Nanango with larger accessible amenities and for the construction of a new accessible facility at the Murgon Skate Park.

BACKGROUND

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS

Nil

15.4 KINGAROY WJ LANG MEMORIAL SWIMMING POOL - INCREASE TO ELECTRICITY COSTS

File Number: 25-10-2023
Author: Executive Assistant Liveability
Authoriser: Chief Executive Officer

PRECIS

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023 was a report regarding the Kingaroy WJ Lang Memorial Swimming Pool – Increase to Electricity Costs.

SUMMARY**14.3 KINGAROY WJ LANG MEMORIAL SWIMMING POOL - INCREASE TO ELECTRICITY COSTS**

COMMITTEE RESOLUTION 2023/1

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the Committee recommends to Council;

1. That Council amends Service Management Agreement for Summer Country Aquatics Schedule 2 Clause 1s2q contribution to electricity to be a fixed electricity contribution of \$33,767 for FY 2023/2024 and fixed amount of \$2,812.06 for June 2023.
2. The increase in electricity costs be included the second quarter operational budget review.

In Favour: Crs Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 4/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. amends Service Management Agreement for Summer Country Aquatics Schedule 2 Clause 1s2q contribution to electricity to be a fixed electricity contribution of \$33,767 for FY 2023/2024 and fixed amount of \$2,812.06 for June 2023; and
2. the increase in electricity costs be included the second quarter operational budget review.

BACKGROUND

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS

Nil

15.5 RENEWAL OF LEASE - SOUTH BURNETT WESTERN PERFORMANCE CLUB INC.**File Number: 25-10-2023****Author: Executive Assistant Liveability****Authoriser: Chief Executive Officer****PRECIS**

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023 was a report regarding the Renewal of Lease – South Burnett Western Performance Club Inc.

SUMMARY**9.1 RENEWAL OF LEASE - SOUTH BURNETT WESTERN PERFORMANCE CLUB INC.**

COMMITTEE RESOLUTION 2023/1

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That the Committee recommends to Council that:

1. That South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(ii)* applies to Council for the disposal by way of grant of a Trustee Lease of the valuable non-current asset, which is Lot B in Lot 174 on Crown Plan FY803924 with South Burnett Western Performance Club Inc for a term of ten (10) years.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and South Burnett Western Performance Club Inc on terms and conditions that Chief Executive Officer considers satisfactory to Council.

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

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(ii)* applies to Council for the disposal by way of grant of a Trustee Lease of the valuable non-current asset, which is Lot B in Lot 174 on Crown Plan FY803924 with South Burnett Western Performance Club Inc for a term of ten (10) years; and
2. delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and South Burnett Western Performance Club Inc on terms and conditions that Chief Executive Officer considers satisfactory to Council.

BACKGROUND

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS**Nil**

16 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES

Nil

17 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING**17.1 CHANGE APPLICATION (MINOR CHANGE) UNDER SECTION 81 AND 86 OF THE PLANNING ACT 2016 - RECONFIGURING A LOT (BOUNDARY REALIGNMENT) AT BUNYA HIGHWAY & BORCHERTS HILL ROAD, MURGON (AND DESCRIBED AS LOT 40 ON RP160652 & LOT 2 ON RP160737) - APPLICANT L & S MAROSKE C/- ONF SURVEYORS**

File Number: RAL23/0022
Author: Senior Planning Officer
Authoriser: Chief Executive Officer

PRECIS

Change Application (minor change) under section 81 and 86 of the Planning Act 2016 - reconfiguring a lot (boundary realignment) at Bunya Highway & Borcherts Hill Road, Murgon (and described as Lot 40 on RP160652 & Lot 2 on RP160737) - Applicant L & S Maroske c/- ONF Surveyors

SUMMARY

- Change request made pursuant to s81 and s86 of the *Planning Act 2016*;
- Application for a minor change to reconfiguring a lot – development permit (boundary realignment):
 - Applicant requested an amendment to condition ENG6 pertaining to the provision of electricity;
 - Applicant suggested the inclusion of an alternative energy source eg. solar to the existing condition; and
 - Extension to currency period by an additional 12 months;
- Subject site located in the Rural zone under the South Burnett Regional Council Planning Scheme v1.4;
- Original development proposal triggered code assessment;
- Currently vacant, the subject sites are 55.6ha and 2.8ha in area respectively;
- Council did not issue an information request, however discussions were held between Council officers and the applicant's consultant to facilitate and progress the requested change;
- The request was assessed in accordance with the *Planning Act 2016* and a recommendation that ENG6 be amended to reflect the inclusion of an alternative energy source such as solar and extend the currency period by an additional 12 months until 21 December 2024 (Nb. approval took effect 21 December 2022):
 - The amended condition has been written in such a way to ensure the boundary realignment between the two existing properties, does not constitute substantially different development to that approved, by adequately retaining services reasonably expected and does not create a situation where the use or buildings on the lots become unlawful (as expected under the South Burnett Regional Planning Scheme v1.4 & supporting policy currently in effect);
- Pursuant to the *Planning Act 2016* the proposed changes were re-assessed against the South Burnett Regional Planning Scheme 2017 v1.4. It was determined that there was no appreciable change to the planning scheme that would affect the changes as assessed by Council;
- No additional referral agency was triggered;
- Refer Attachment A – Statement of Reasons; and
- Refer Attachment B – Infrastructure Charges Notice.

OFFICER'S RECOMMENDATION

The change request pursuant to s81 and s86 under the *Planning Act 2016* be approved subject to the following changes as outlined below. Amended conditions shown in bold and deleted conditions shown in strikethrough.

DEVELOPMENT PERIOD - RAL

GEN2. The currency period for this development approval for reconfiguring a lot is **24 months** ~~twelve (12)~~ months after the development approval starts to have effect. **The currency period now ends on 21 December 2024.** The development approval will lapse unless the survey plan for all works and stages required to be given to Council for approval is provided within this period.

TELECOMMUNICATION AND ELECTRICITY

ENG6. ~~Provide electricity supply to all lots within the development to comply with Ergon Energy's requirements.~~

~~Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.~~

Proposed Lot 114 is to be serviced as follows:-

Alternative Power Condition Part A

- a. **Enter into an agreement to provide reticulated electricity and provide evidence of the agreement from the applicable retailer; or**
- b. **Where upon evidence of written agreement from the retailer, provide detailed specifications of an alternative power source considering at least the following:**
 - i. **Collection assembly and construction/mounting method;**
 - ii. **Method of power storage;**
 - iii. **Necessity for backup in the event of failure of sub-optimal alternative power generation.**
- c. **Submit confirmation from a suitably qualified professional that the alternative power source is at all times reasonably capable of meeting demand/consumption intended for the site and in accordance with the classification of the particular building sought (building classification to be taken as that in effect at the time for any new structure or event triggering the need for upgrade to existing work).**

Alternative Power Condition Part B

- d. **Submit a statutory declaration confirming;**
 - i. **The landowner agrees to assume full responsibility for provision of a suitable power source to the site in accordance with SBRC Planning Scheme Policy.**

Alternative Power Condition Part C

- e. **Notify future owners that responsibility to provide a suitable power source to the site must be assumed upon receipt of property deeds.**

Timing: Prior to the endorsement of the survey plan.

The remaining conditions under RAL22/0031 are applicable.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growing our Region's Economy and Prosperity

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The assessing officer contacted an Ergon Energy representative (on 12 September 2023) that had been liaising with the applicant via email and reiterated Council's understanding based on Ergon Energy's response and advice to the applicant. That is, Ergon Energy agrees that the site is not required to provide reticulated electricity and will be included as part of Council records and will be referred to accordingly. The amended condition is to maintain the option to connect to reticulated electricity but will also provide the applicant with an option to provide an alternative power source. However, an alternative power source must meet the reasonable expectations of the building classification (i.e. commensurate with the land use) unless the standard to alternative power sources is changed.

Council has not received a response from Ergon Energy in relation to Council's email at the time of writing this report.

POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

In assessing a change application for a minor change under s81 of the *Planning Act 2016*, Council (i.e. responsible entity) must consider another matter that the responsible entity considers relevant. Also, the responsible entity must consider the statutory instrument, or other document, as in effect when the development application for the development approval was properly made. This means that Table SC 6.2.15 element of electricity for rural zone is applicable. It is important to note that Council has not amended or replaced the statutory document i.e. SBRC Planning Scheme since the original application (RAL22/0031) was decided on 22 November 2022.

Council's resolution regarding the provisioning of power to rural lots was considered as part of the assessment of this request. It was determined that those parts of the allotment retained for rural purposes and existing in situ should not be further 're-regulated' where maintaining an existing/developed rural use on the site (this applies to a majority of the lot). However, in terms of realistic land usage the newly created smaller rural zoned lot is not necessarily capable of supporting rural uses in a manner consistent with that typically expected for larger functioning rural lots. Accordingly, it was determined that the smaller lot's highest and best use was residential in a manner akin to rural residential type arrangements hence, it is reasonable to expect power supply (on site) to be consistent with that provided for a typical residential use. Given the scenario and development location it was deemed appropriate to provide increased flexibility allowing the developer to provide power via an alternative source (in this instance).

ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

REPORT

1. APPLICATION DETAILS

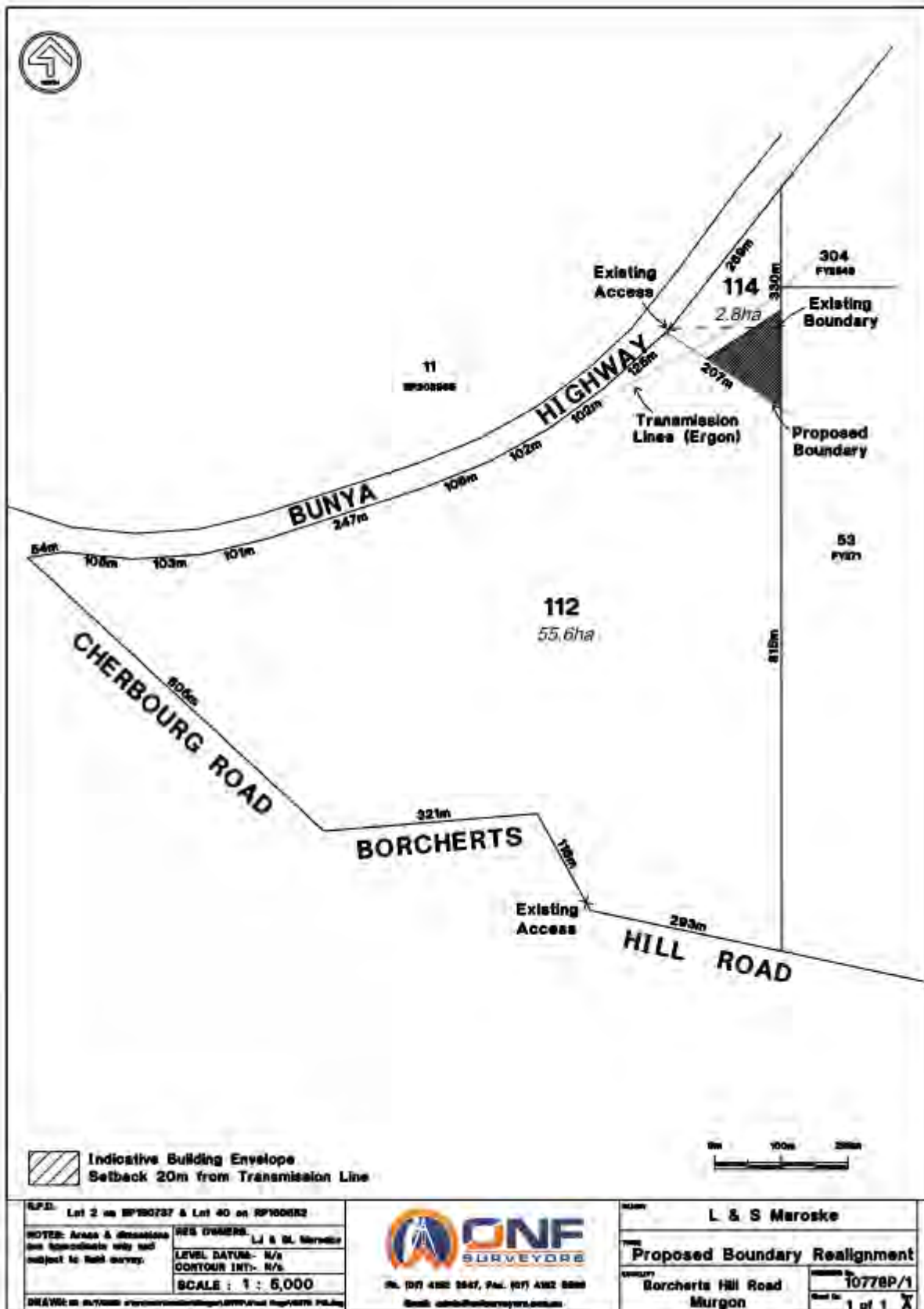
S81 Minor change

The applicant seeks approval for a development permit for a Change Application (minor change) – reconfiguring a lot (boundary realignment)

APPLICATION SUMMARY	
Applicant	L & S Maroske C/- ONF Surveyors
Type of Application	s81 & s86 Minor change request and extension to currency period
Site Address	Borcherts Hill Road and Bunya Highway, Murgon
RP Description	Lot 2 on RP160737 and Lot 40 on RP160652
State Referral Agencies	N/A
Referred Internal Specialist	N/A
Site Area	Lot 2 – 56.75ha Lot 40 – 1.777ha
Zone	Rural
Overlays	Flood hazard and Agricultural
Level of Assessment	Code
Affected Entity	Nil
Existing Use	Rural and lifestyle allotment
Surrounding uses	Rural and emerging communities

Application Number	Details
Council Ref: RAL22/0031	<p>On 22 November 2022 Council decided the application for reconfiguring a lot (boundary realignment). The approval was given under the <i>Planning Act 2016</i>.</p> <p>Standard planning conditions were imposed including the requirement to provide reticulated electricity as required under the South Burnett Regional Council Planning Scheme v1.4.</p>

2. SUBJECT SITE



3. BACKGROUND AND SUMMARY OF CHANGES

Application Number	Details
Council Ref: RAL22/0031	<p>On 22 November 2022 Council decided an application for reconfiguring a lot (boundary realignment). The approval was given under the <i>Planning Act 2016</i>.</p> <p>Standard planning conditions were imposed including the requirement to provide reticulated electricity as required in the Rural zone per the South Burnett Regional Council Planning Scheme.</p> <p>On 1 August 2023 the request for minor change was deemed properly made which triggered informal discussions between Council Officers and the applicant’s consultant. The purpose of the discussions was to better understand the planned standard of solar projected to service proposed lot 114 (2.8ha) and how it complies with the planning scheme.</p> <p>It was also during this time that the applicant’s consultant indicated that due to the initial twelve-month currency period imposed as part of the conditions of approval, an extension was required to ensure the conditions could be complied without the approval lapsing.</p>

4. THE PROPOSED CHANGE

The applicant submits changes to the reconfiguring of lot, with the following changes included:

The condition proposed to be amended/deleted is reproduced in both its current and amended form and is followed by a summary of the reasons and/or justification for the change.

ASSESSMENT MANAGER’S CONDITIONS

Existing Condition

ENG6. Provide electricity supply to all lots within the development to comply with Ergon Energy’s requirements.

Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

Proposed condition by the applicant

The applicant did not provide an amended condition, but suggested that the condition be amended to include the option of an alternative energy source, such as solar. Refer to Attachment C for applicant’s correspondence.

In addition to the requested minor change, the applicant’s consultant included emails between themselves and Ergon Energy stating that the cost of providing reticulated supply wasn’t feasible at the current time and that the landowners were not in a position to recover costs.

After lodgement of the change application, a Council Officer contacted the applicant noting that to progress the implementation of the existing approval Council would accept an agreement from Ergon Energy that the alternative power proposed by the applicant is suitable. This is as per the condition of approval in accordance with the planning scheme Table SC 6.2.15 Electricity, Telecommunications and Street Lighting Standards of Service and Construction where it states that “*Alternative power may be considered where agreed to by the electricity service authority.*”

The applicant’s consultant received written response from Ergon Energy stating that Ergon Energy is not a distributor of standalone solar and could not provide a letter in support of the requested

change. Ergon Energy stated in their email correspondence that “you may need to contact a stand-alone solar installer for a statement of eligibility or something if Council need it.”

In assessing a change application for a minor change under s81 of the *Planning Act 2016*, Council (i.e. responsible entity) must consider another matter that the responsible entity considers relevant. Also, the responsible entity must consider the statutory instrument, or other document, as in effect when the development application for the development approval was properly made. Meaning that Table SC 6.2.15 element of electricity for rural zone is applicable. It is important to note that Council has not amended or replaced the statutory document i.e. SBRC Planning Scheme since the original application (RAL22/0031) was decided on 22 November 2022.

To facilitate further discussions between Council, Ergon Energy and the applicant Council extended the decision-making period which included the request having to be presented to the October standing and General meeting. The minor change request must now be considered by Council even though the original request was decided by a full delegate, as the applicant did not include a suggested amended condition, necessitating an amended condition being drafted by the assessing officer to include the provision of solar.

The assessing officer contacted an Ergon Energy representative (on 12 September 2023) that had been liaising with the applicant via email and reiterated Council’s understanding based on Ergon Energy’s response and advice to the applicant. That is, Ergon Energy agrees that the site is not required to provide reticulated electricity and will be included as part of Council records and will be referred to accordingly. The amended condition is to maintain the option to connect to reticulated electricity but will also provide the applicant with an option to provide an alternative power source. However, an alternative power source must meet the reasonable expectations of the building classification (i.e. commensurate with the land use) unless the standard to alternative power sources is changed.

Council has not received a response from Ergon Energy in relation to Council’s email at the time of writing this report.

5. MINOR CHANGE ASSESSMENT

A minor change is a change application to a development approval as per s81 of The *Planning Act 2016*. A response to the minor change criteria is provided below.

Table 3. Assessment against minor change criteria (*Planning Act 2016*, Schedule 2)

MINOR CHANGE CRITERIA	COMPLIES	RESPONSE
A minor change , for a development approval, means a change would not-		
i. Result in a substantially different development; or		The proposed change does not create or result in a substantially different development. The amendment of the condition to include solar will permit an alternative energy source commensurate with the land use/s as agreed with applicant and energy provider as outlined in Section 4 above.
If a development application for the development, including the change, were made when the change application is made would not cause--		
A. The inclusion of prohibited development in the application; or		The proposed change will not result in prohibited development.
B. Referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or		The minor change did not result in the referral to a referral agency.

C. Referral to extra referral agencies, other than to the chief executive; or		There were no additional referral agencies as a result of the minor change.
D. A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or		N/A.
E. Public notification if public notification not required for the development application.		The proposed minor change did not change the level of assessment from code assessable.

The Development Assessment Rules 2017 (Schedule 1) provides guiding criteria in relation to ‘substantially different development’. The proposed change is assessed against these criteria in **Table 4**.

Table 4. Assessment against substantially different development criteria (Development Assessment Rules 2017)

<i>SUBSTANTIALLY DIFFERENT DEVELOPMENT CRITERIA</i>	<i>COMPLIES</i>	<i>RESPONSE</i>
A Change may be considered to result in a substantially different development if the proposed change:		
A. Involves a new change.		There are no additional uses proposed.
B. Results in the application applying to a new parcel of land.		The proposed change does not apply to a new parcel of land.
C. Dramatically changes the built form in terms of scale, bulk and appearance.		There is no change to the approved subdivision layout, and site access. However, services will permit the provision of standalone power subject to criteria.
D. Changes the ability of the proposal to operate as intended.		Provided the applicant can satisfy the condition of approval without the provision of standard reticulated electricity for proposed Lot 114 (2.8ha lifestyle allotment in rural zone), in particular, is deemed to satisfy the reasonable expectations of the subject lot. The amended condition has been written in such a way that it ensures the boundary realignment does not create a situation where the use or buildings on the lots become unlawful i.e. uninhabitable or temporary structures used for living purposes.
E. Removes a component that is integral to the operation of the development.		Given proposed lot 114 in the rural zone (2.8ha) cannot be utilised for cropping, it is therefore deemed a lifestyle allotment and the provision of standard services is required. The inclusion of alternative power source in the rural zone is one way of meeting the future use of the site.
F. Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site.		The proposed change to the approval does not change the ultimate traffic or transport arrangements.

G. Introduces new impacts or increases the severity of known impacts.		There are no new impacts or increased impacts raised by the change to the internal or external environment.
H. Removes an incentive or offset component that would have balanced a negative impact of the development.		There were no incentives or offsets as part of the original decision and there is no change because of this application.
I. Impacts on infrastructure provision.		There will be no change or impacts on infrastructure provision because of this minor change application.

A response to the criteria for an extension to the currency period as per s87 of the *Planning Act 2016* is provided below.

Planning Act Assessment s87	Officer response
The assessment manager may consider any matter that it considers relevant, even if the matter was not relevant to assessing the development application.	<p>Despite the application’s initial currency period due to lapse in December 2023 and the reported length of time to obtain Ergon Energy quotes, Council offers no objection to extend the currency period for the boundary realignment for an additional twelve months. The new currency period is valid until 21 December 2024.</p> <p>The extension allows the applicant to consider the best outcome to achieve condition compliance and to present the survey plan for sealing within the extended timeframe.</p>

6. CONCLUSION AND RECOMMENDATION

The officer’s assessment demonstrates that the proposed changes can be considered as minor to the approval under the *Planning Act 2016*. Updating the existing condition will ensure that the subject lots have access to either reticulated electricity, or alternative energy source commensurate with the current and future land uses. The changes do not result in a substantially different development and does result in external impacts.

6.1 CHANGES TO CONDITIONS

GEN2. The currency period for this development approval for reconfiguring a lot is **24 months** ~~twelve (12)~~ months after the development approval starts to have effect. **The currency period now ends on 21 December 2024.** The development approval will lapse unless the survey plan for all works and stages required to be given to Council for approval is provided within this period.

ENG6. ~~Provide electricity supply to all lots within the development to comply with Ergon Energy’s requirements.~~

~~Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.~~

Proposed Lot 114 is to be serviced as follows:-

Alternative Power Condition Part A

- a. **Enter into an agreement to provide reticulated electricity and provide evidence of the agreement from the applicable retailer; or**

- b. Where upon evidence of written agreement from the retailer, provide detailed specifications of an alternative power source considering at least the following:

 - i. Collection assembly and construction/mounting method;**
 - ii. Method of power storage;**
 - iii. Necessity for backup in the event or failure of sub-optimal alternative power generation.****
- c. Submit confirmation from a suitably qualified professional that the alternative power source is at all times reasonably capable of meeting demand/consumption intended for the site and in accordance with the classification of the particular building sought (building classification to be taken as that in effect at the time for any new structure or event triggering the need for upgrade to existing work).**

Alternative Power Condition Part B

- d. Submit a statutory declaration confirming;

 - i. The landowner agrees to assume full responsibility for provision of a suitable power source to the site in accordance with SBRC Planning Scheme Policy.****

Alternative Power Condition Part C

- e. Notify future owners that responsibility to provide a suitable power source to the site must be assumed upon receipt of property deeds.**

ATTACHMENTS

- 1. ATTACHMENT A - STATEMENT OF REASONS**
- 2. ATTACHMENT B - INFRASTRUCTURE CHARGES NOTICE**
- 3. ATTACHMENT C - CHANGE APPLICATION**

NOTICE ABOUT DECISION – STATEMENT OF REASONS

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

Applicant:	L & S Maroske C/- ONF Surveyors
Application No:	RAL23/0022
Proposal:	S81 Minor change request for Reconfiguring a Lot – boundary realignment
Street Address:	Borcherts Hill Road and Bunya Highway, Murgon
RP Description:	Lot 2 on RP160737 and Lot 40 on RP160652
Assessment Type:	Minor change application under s81 Planning Act 2016
Number of Submissions:	N/A

On **[DATE DECIDED]** the above development was recommended for:

- Approval
- Refusal

1. Reasons for the Decision

The reasons for this decision are:

- Reasonable and relevant conditions of approval can be imposed to ensure compliance with the South Burnett Planning Scheme 2017 v1.4.
- The proposed changes are assessed to not be considered substantially different from the approved development.

2. Assessment Benchmarks

The following are the benchmarks apply to this development:

- S81 and S87 of the Planning Act 2016
- Schedule 2 of the Planning Act 2016
- Schedule 1 of the Development Assessment Rules

3. Compliance with Benchmarks

The development was assessed against all the assessment benchmarks listed above and complies with all of these or can be conditioned to comply.

Note: Each application submitted to Council is assessed individually on its own merit.

INFRASTRUCTURE CHARGES NOTICE

(Section 119 of the Planning Act 2016)

APPLICANT: LJ & SL Maroske
 C/- ONF Surveyors
 PO Box 896
 KINGAROY QLD 4610

APPLICATION: Realignment of dividing boundary between two existing lots.

DATE: 31/10/2022

FILE REFERENCE: RAL22/0031 / RAL23/0022

AMOUNT OF THE LEVIED CHARGE: **\$0.00** **Total**
(Details of how these charges were calculated are shown overleaf)

\$0.00	Water Supply Network
\$0.00	Sewerage Network
\$0.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$0.00	Stormwater Network

AUTOMATIC INCREASE OF LEVIED CHARGE: The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

LAND TO WHICH CHARGE APPLIES: Lot 40 RP160652 & Lot 2 on RP160737

SITE ADDRESS: Bunya Highway & Borcherts Hill Rd, Murgon

PAYABLE TO: **South Burnett Regional Council**

WHEN PAYABLE: Reconfiguring a Lot – When South Burnett Regional Council approves the Plan of Subdivision.
(In accordance with the timing stated in Section 122 of the Planning Act 2016)

OFFSET OR REFUND: Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (1 into 2)	2	allotments	\$2,410.00	CR Table 2.3	\$4,820.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing Lot	2	allotments	\$2,410.00	CR Table 2.3	\$4,820.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (1 into 2)	2	allotments	\$2,009.00	CR Table 2.3	\$4,018.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing Lot	2	allotments	\$2,009.00	CR Table 2.3	\$4,018.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Boundary Realignment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

** In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

INFORMATION NOTICE

Authority and Reasons for Charge	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
Appeals	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
Automatic Increase Provision of charge rate (\$)	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
GST	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
Making a Payment	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au</p>

¹ 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

Enquiries

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at info@southburnett.qld.gov.au

South Burnett Surveys Pty Ltd T/A



ABN 26 010 622 189

admin@onfsurveyors.com.au

www.onfsurveyors.com.au

Date: 26 July 2023

Our File:- 10778K

The Chief Executive Officer
South Burnett Regional Council
P O Box 336
Kingaroy Qld 4610

Your ref: RAL22/0031
By email: info@sbrc.qld.gov.au

Dear Sir,

**RE:- Change Application – Minor Change
Reconfiguring a Lot – Boundary Realignment
Lot 40 on RP160652 & Lot 2 on RP160737, Borcherts Hill Road and Bunya Hwy,
Murgon
L & S MAROSKE**

We refer to the existing approval for the above development and confirm that we act on behalf of Mr & Mrs Maroske, being the landowners of the subject land.

A change of the existing approval is requested to amend Condition ENG6, pertaining to the requirement of electricity for the development. We request that the condition be amended to include the option of an alternative energy source, such as Solar, to be able to be provided for the lots. The proposed change does not impact on the ability of the development to operate as intended.

An Offer of Supply was provided by Ergon for Proposed Lot 114 which came in at \$60,000 which makes the realignment unfeasible for the purpose of realigning for family purposes. Solar supply is therefore a favourable alternative at this point in time.

We refer to Council's Resolution at its Ordinary Meeting of 25th January 2023 which resolved that:

"In respect of all future reconfiguration applications for the creation of allotments within the rural zoning, if approved, the following condition be made available to the applicant in relation to Electricity Supply:

Offices:

Kingaroy

(Servicing: Darling Downs – Wide Bay Burnett – Western Downs)

PO Box 896, Kingaroy QLD, 4610

07 4162 2647

Sunshine Coast

(Servicing: Sunshine Coast – Brisbane – Gold Coast)

PO Box 771, Buddina QLD, 4575

07 5422 0200





The applicant demonstrates that alternative sources of electricity supply, such as solar energy, if required, could be made available as an alternative option to a reticulated connection.”

The subject development is in the Rural Zone and is suited to the provision of solar energy as an alternative to reticulated electricity for the purpose of the boundary realignment.

The proposed change meets the requirements of a Minor Change as defined in Schedule 2 of the *Planning Act 2016*. No changes to the development layout are proposed, merely a change to a condition of the approval.

The proposed change would not result in substantially different development if a development application for the development, including the change, were made. The change application would not cause –

- (a) Prohibited development; or
- (b) Referral to a referral agency other than the chief executive; or
- (c) Referral to extra referral agencies, other than the chief executive; or
- (d) Require assessment by the referral agency against a matter other than a matter the referral agency must have assessed the application against; or
- (e) Public notification if not required for the development application.

The proposed change does not result in Substantially Different Development based on the provisions prescribed in the *DA Rules Version 1.3* which supports the “Minor Change” criteria.

I trust this information meets your requirements and ask that you proceed with assessment of this change application.

Yours faithfully,

Natasha Brooks
TOWN PLANNING OFFICER

<p>Offices:</p> <p>Kingaroy (Servicing: Daring Downs – Wide Bay Burnett – Western Downs) PO Box 896, Kingaroy QLD, 4610 07 4162 2647</p>	<p>Sunshine Coast (Servicing: Sunshine Coast - Brisbane - Gold Coast) PO Box 771, Buddina QLD, 4575 07 5422 0200</p>	
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17.2 OTHER CHANGE TO AN EXISTING DEVELOPMENT APPROVAL (MCU22/0022 - DATED 19 APRIL 2023) MATERIAL CHANGE OF USE FOR SHORT-TERM ACCOMMODATION AT 17 FORK HILL DRIVE, MOFFATDALE (AND DESCRIBED AS LOT 22 ON SP221464). APPLICANT: LUSSO RETREATS PTY LTD C/- ONF SURVEYORS

File Number: MCU23/0013
Author: Planning Consultant
Authoriser: Chief Executive Officer

PRECIS

Other Change to an Existing Development Approval (MCU22/0022 – dated 19 April 2023) Material change of use for Short-term accommodation at 17 Fork Hill Drive, Moffatdale (and described as Lot 22 on SP221464). Applicant: Lusso Retreats Pty Ltd C/- ONF Surveyors

SUMMARY

- Application is for an **Other Change** to an existing Material change of use approval (Short-term accommodation) involving substantially different development by increasing capacity of the previously approved development at MCU22/0022, thus allowing additional guest capacity in buildings otherwise used for domestic residential purposes.
- Existing application MCU22/0022 is to be changed to allow Short-term accommodation in:
 - an existing shed fitted out for habitation (approx. 60sqm) (refer to building approval file BLD21/255).
 - an approved secondary dwelling (Gross floor area (GFA) 69.3sqm).
 - a proposed dwelling house (GFA 187.2sqm).
- The subject site is located in the Rural residential zone under the South Burnett Regional Council (SBRC) Planning Scheme 2017 v1.4.
- Proposal triggered an impact level of assessment as Short-term accommodation is undefined development in SBRC Planning Scheme 2017 v1.4 Rural residential zone.
- The development application is assessed against the SBRC Planning Scheme 2017 v1.4. Relevant codes include:
 - Strategic outcomes;
 - Rural residential zone code; and
 - Services and works code.
- Pursuant to revised DA Form 5 (Part 6 - Q11 – Information request under Part 3 of the DA Rules), the applicant did not agree to accept an information request. Accordingly, this application must be assessed and decided based on the information provided at time of lodgement.
- The Other Change request has been assessed, and either found to comply with, or can be conditioned to comply with SBRC Planning Scheme 2017 v1.4.
- Refer to Attachment A – Statement of Reasons.
- Refer to Attachment B – Infrastructure Charges Notice.

OFFICER’S RECOMMENDATION

The Other Change request for Short-term accommodation is approved subject to the following conditions:

GENERAL

GEN1. Maintain access at all times as shown on the approved plan as amended in red:

Drawing Title	Prepared By	Ref. No.	Rev.	Date
Cover Sheet	McLaren Design	00	Revision J	02/11/21
Site Plan	McLaren Design	03	Revision J	02/11/21

Proposed Floor Plan	McLaren Design	04	Revision J	02/11/21
Elevations	McLaren Design	05	Revision J	02/11/21
Elevations	McLaren Design	06	Revision J	02/11/21
Cover Sheet	McLaren Design	00	Revision F	28/06/22
Proposed Floor Plan	McLaren Design	04	Revision F	28/06/22
Elevations	McLaren Design	05	Revision F	28/06/22

GEN2. The currency period for this development approval for a Material change of use is six (6) years after the development approval starts to have affect. The development approval will lapse unless otherwise agreed.

PLANNING – MCU

PLAN1. At all times, Short-term accommodation must be maintained in conjunction with a permanent and reasonable residential use.

Guideline: this condition is imposed to ensure that use of the premises is consistent with expectation that a Rural residential zone retain a predominant residential use (within the zone/locality).

- (a) The short-term accommodation use can occur in one or more of the structures identified on the approved plans however, capacity for the permanent reasonable residential accommodation must be maintained at all times.

Guideline: this condition is imposed to ensure a residential use of the premises is maintained at all times, and short-term accommodation is a secondary and subordinate use of the premises in the Rural residential zone. Any greater use of the site by commercial short term accommodation activities will require alternate building standards and certifications, and demonstration of fire safety and accessibility standards for a commercial premises and not a residential dwelling will apply.

- (b) The Short-term accommodation is to operate in accordance with the following definition at all times:

The Planning Regulations 2017 (Schedule 24) define ‘Short-term accommodation’ to mean: “(i) providing accommodation of less than 3 consecutive months to tourists or travellers; or (ii) a manager’s residence, office or recreation facilities for the exclusive use of guests, if the use is ancillary to the use in subparagraph (i).”

PLAN2. Prior to commencement of use, approved structures must be connected to power with certification provided by a licensed installer, and that the on-site sewerage system can serve the maximum number of persons on site and is in accordance with conditions PLAN3 and PLAN4.

PLAN3. Prior to commencement of use, submit for Council approval, a revised plan of layout demonstrating:

- (a) That the on-site wastewater system is located outside of the Covenant Area on site; and
- (b) The location of 'existing', and approved buildings (including those approved at MCU22/0022), decks, driveway, on-site parking spaces, effluent disposal and dispersal areas.

PLAN4. Prior to commencement of use, and within 3 months of this development permit approval date, provide, for Council records, a Statutory Declaration signed by the owner and operator of the short-term accommodation stating that the premises will not be operated or used as a ‘Party House’ defined as follows:

Premises used to provide, for a fee, accommodation, or facilities for guests where:

- a) *Guests regularly use all or part of the premises for parties (bucks parties, hens parties, raves, or wedding receptions, for example); and*
- b) ~~*The accommodation or facilities are provided for a period of less than 10 days; and*~~
- c) *The owner of the premises does not occupy the premises during that period.*

PLAN5. Outdoor lighting must be provided for guests, but not cause a nuisance for a neighbouring dwelling.

PLAN6. Prior to commencement of use, provide and maintain a waste bin storage area for the Short-term accommodation that is screened from the view of neighbouring dwellings.

PLAN7. Prior to commencement of use, submit evidence to Council to record the installation of a professionally made weather-proof sign erected on the property street frontage, that is clearly legible, must be maintained with:

- a) Approximate 0.3 square meter face area;
- b) Displays the name of the property manager including their all-hours phone number; and
- c) The name of the short-term accommodation business.

PLAN8. Maintain records demonstrating that bookings and short stays occur within one or more of the approved structures, whilst always retaining capacity for a permanent residential use. Records must be made available to Council immediately upon request.

PLAN9. Provide 4 car parking spaces in accordance with the following:

- a) 3 parking spaces allocated for short-term accommodation.
- b) 1 parking space allocated for residential accommodation.

PLAN10. Non-residential cars associated with short-term accommodation is strictly limited to no more than 3 at all times.

Guideline: this condition is imposed to ensure nonlocal traffic associated with the short-term accommodation development does not detract from other community member's reasonable expectation to enjoy a high level of residential amenity (as specified for the zone).

PLAN11. At all times the following is to be maintained with respect to noise:

- a) Use of outdoor areas such as decks, patios, gazebos, yard and alike associated with the Short-term accommodation use, shall not be used between the hours of 10pm and 6am 7 days a week.
- b) Guest arrivals and departures shall not occur between the hours of 10pm and 6am.
- c) Where separate waste contracting services are required, onsite servicing must only occur between the hours of 8am and 6pm Monday to Friday.

PLAN12. There is to be no amplified music associated with the Short-term accommodation use at all times.

PLAN13. Prepare a document notifying all short-term accommodation guests of the noise limitations imposed in association with use of the short-term accommodation:

- a) Provide documentation outlining Terms and Conditions regarding the above noise limitations prior to acceptance of guest bookings.

WASTE SERVICING

PLAN14. Submit to Council an onsite waste management plan prepared by a suitably qualified professional accounting for the following:

- Waste streams resulting from the Short-term accommodation use.
- Waste streams resulting from permanent residential use.

- Frequency of waste removal required.
- Bin location and washdown facilities.
- Refuse collection vehicle type and bin type.

- PLAN15. Install a bin corral of suitable dimension to accommodate required bins. The bin corral is not to be located within 10m of a common boundary to land zoned as rural residential.
- a) Submit to Council evidence that a bin corral (in the specified location) is installed prior to the commencement of the use (Short-term accommodation).

LANDSCAPING

- PLAN16. The site is to be landscaped along the property frontage and driveway (excluding vehicle manoeuvring areas), prior to the use commencing. A detailed landscape plan prepared by suitably qualified person should incorporate defined gardens with three tier planting comprising of ground covers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system mulching.

Guidance on plant selection is provided in Branching Out – Your Handy Guide to tree Planting in the South Burnett.

ENGINEERING WORKS

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.
- ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

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

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG6. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

WATER SUPPLY

- ENG8. Provide a 45kl water tank for the main dwelling for consumption purposes and an additional 22.5kl water storage located no more than 10m from the main dwelling for firefighting purposes. Also provide a suitable supply of water for the additional Short-term accommodation uses.

ON-SITE WASTEWATER DISPOSAL

- ENG9. Connect the development to an on-site wastewater disposal system, and upgrade where necessary, in accordance with the AS1547:2012 *On-site domestic wastewater management* and the Queensland Plumbing and Wastewater Code - 2019.
- ENG10. Obtain a Development Permit for Plumbing Works for the on-site sewerage treatment system (if necessary).

PARKING

- ENG11. Design and construct all driveway and parking areas to provide a dust suppressive gravel.
- ENG12. Provide a minimum of 3 car parking spaces for the short-term accommodation and 1 car parking space for the residential dwelling.

VEHICLE ACCESS

- ENG13. Construct a residential crossover between the property boundary and the edge of the Fork Hill Drive pavement, having a minimum width of 4 metres, generally in accordance with Council's Standard Drawing No. 00049. Note that no culvert under the access is required.
- ENG14. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure (e.g. power pole, telecommunications pit), road infrastructure (e.g. street sign, street tree, etc).

ELECTRICITY AND TELECOMMUNICATION

- ENG15. Connect the development to electricity and telecommunication services.

EROSION AND SEDIMENT CONTROL - GENERAL

- ENG16. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
- ENG17. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE

- ADV1. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.
- ADV2. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* in regard to Appeal Rights.
- ADV3. Infrastructure charges are now levied by way of an Infrastructure Charges Notice, issued pursuant to section 119 of the *Planning Act 2016*.
- ADV4. Council is offering a reduction infrastructure charges payable through the development incentive scheme, which is available between 1 December 2020 and 31 December 2023.

Eligible development under this scheme is required to be completed by 31 December 2023.

For further information or an application form please refer to the rules and procedures available on Council's website.

ADV5. This Material Change of Use development approval does not permit building works or operational works requiring further assessment. It is incumbent upon the applicant to determine which other permits will be required.

ADV6. The approved development should adopt all necessary recommendations outlined in the Bush Fire Risk Assessment and Bushfire Management Plan (BPAD) dated April 2022.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growing our Region's Economy and Prosperity

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication identified.

POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

No implication can be identified.

ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

REPORT

1. APPLICATION DETAILS

Site address	17 Fork Hill Drive Moffatdale		
Real property description	Lot 22 on SP221464		
Easements or encumbrances on title	COVENANT W No 713039915 (1,008sqm) The covenant prohibits the use of the Covenant Area for residential purposes. It is a 'buffer area' and the Covenantor must not, by act or omission, use or permit the use of the Covenant Area for any purpose involving the clearing of protected vegetation.		
Area of Site	4,220sqm		
Current Use	Short-term accommodation (60sqm)		
Environmental Management Register or Contaminated Land Register	NIL		
Applicant's name	Lusso Retreats Pty Ltd C/- ONF Surveyors		
Zone	Rural residential zone		
Applicable Overlays	<ul style="list-style-type: none"> Water Catchment (Water Resources Catchment) Important Agricultural Area (Agricultural Land Classification B) 		
Proposed use as defined			
Details of proposal	Material change of use (MCU)		
	▪ Gross Floor Area (GFA)	316.5sqm approximately	
	▪ Impervious area	316.5sqm approximately	
	▪ Building height	single storey	
	▪ Site Cover	12% approximately	
	▪ Access	Via residential crossover to Fork Hill Drive	
	▪ Number of car parks	4	
	▪ Number of units/tenancies	3	
Application type	Aspects of Development	Type of Approval Requested	
		Preliminary Approval	Development Permit
	Material Change of Use (MCU)		X
	Reconfiguration of a Lot (RAL)		
	Building Work (BW)		
	Operational Work (OPW)		
Level of Assessment	impact assessment		
Pre-lodgement Consultation history	NIL		
Key planning issues e.g. vegetation, waterway corridors, overland flow	<ul style="list-style-type: none"> Background - The existing approval at MCU22/0022 is for 'Short-term accommodation' located within a 2-bedroom secondary dwelling only (total GFA 69.3sqm), as shown below: 		

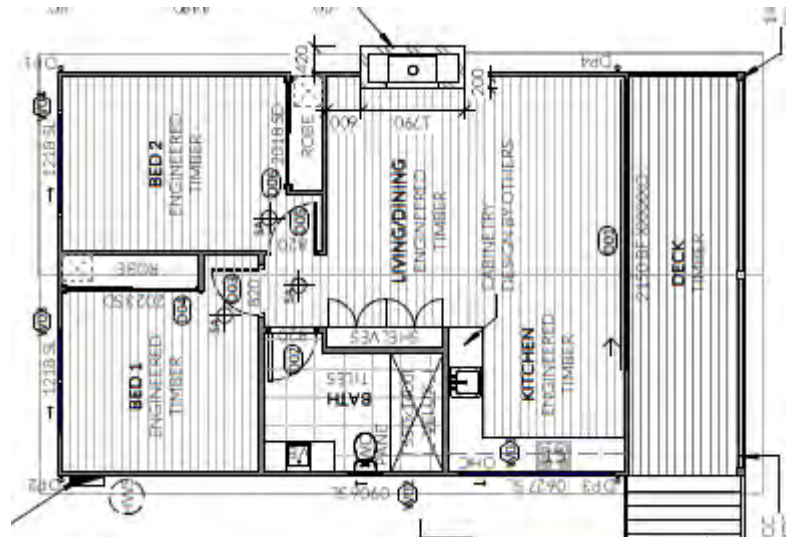


Figure 1 – 69.3sqm floor plate for 2-bedroom secondary dwelling (approved as Short-term accommodation at file MCU22/0022).

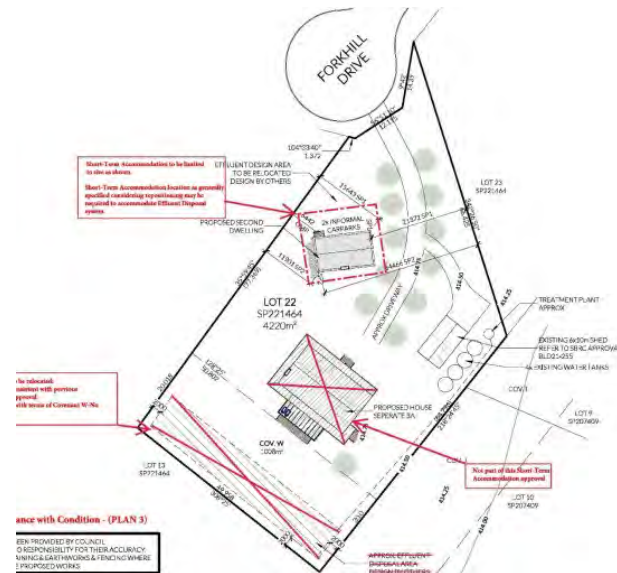


Figure 2 – Approved Short-term accommodation location on site plan at file MCU22/0022 (redline box). Note there was an existing shed fitted out for habitation at the time of MCU22/0022's approval (as shown).

- **Proposed Expansion** - This Other Change request seeks to expand 'Short-term accommodation' from the one 69.3sqm secondary dwelling, to a total 316.5sqm across 3 separate structures. Accordingly, it is proposed that there be a 6-bedroom Short-term accommodation use on the site in the following format:
 - Existing shed – 1 bedroom;
 - Approved Secondary dwelling – 2 bedrooms; and
 - Proposed dwelling house – 3 bedrooms.
- **Grounds to Support** - Previous approval at MCU22/0022 identified that Short-term accommodation could be considered at 17 Fork Hill Drive, given the site's association with the Dusty Hill Winery. The following key planning grounds were determined to justify a deviation from South Burnett Regional Planning Scheme 2017 v1.4:
 - i. **General Location** - Several tourist destinations offer multifaceted attractions within reasonable proximity of 17 Fork Hill Drive; hence

it is likely that demand for short stays in the area are higher compared to other Rural residential zoned sites in the South Burnett Regional Council jurisdiction.

- ii. **Immediate Location** - 17 Fork Hill Drive's co-location with the Dusty Hill Winery and its position at the end of the cul-de-sac does give the site a certain association with the winery that other Rural residential zoned sites (nearby) do not retain. As such, this link to the winery provides merit in terms of supporting an increased Short-term accommodation use in this instance.
- iii. **Appropriate Built Form** – The Short-term accommodation use will occur in a built form reflective of the that expected within the Rural residential zone. That being, a dwelling house and other ancillary buildings accordingly at 17 Forkhill Drive could be reutilised for purposes that are consistent with the Rural residential zone, should Short-term accommodation cease.

- **Absence of information/limitations** - This 'Other Change request' seeks an exclusive Short-term accommodation use on 17 Fork Hill Drive which is a departure from Residential expectations envisaged on land in the South Burnett Regional Plan 2017 v1.4's, Rural residential zone.

The applicant's justification for Short-term accommodation was based on local demand/need (outlined in their report). The applicant's justifications were given due consideration in this assessment and deemed to have some relevance. However, they do not go far enough in terms of establishing qualified grounds necessary to justify a full departure for an exclusive Short-term accommodation. The planning assessment concluded that while applicant's justifications had relevance, a duly qualified opinion supporting such justifications for Short-term accommodation was absent.

- **Assessment based on material provided** - The applicant's statutory DA Form 1, stated they did not agree to receive an information request, and asked Council to assess this Other Change request based on material provided at time of lodgement. Accordingly, Council is unable to seek the applicant's further demonstration that an exclusive Short-term accommodation use is appropriate on land at 17 Fork Hill Drive.

Accordingly, it has been determined that the Other Change request for increased Short-term accommodation use can be supported. However, a permanent residential use of 17 Fork Hill Drive must also be maintained to remain consistent with the South Burnett Regional Plan 2017 v1.4, Rural residential zone.

The below condition (***bold & italicized***) is imposed to ensure this Other Change is consistent with the South Burnett Regional Plan 2017 v1.4, Rural residential zone:

At all times, short-term accommodation must be maintained in conjunction with a permanent and reasonable residential use.

Guideline: this condition is imposed to ensure that use of the premises is consistent with expectation that a Rural residential zone retain a predominant residential use (within the zone/locality).

	<p><i>The Short-term accommodation use can occur in one or more of the structures identified on the approved plans however, capacity for the permanent reasonable residential accommodation must be maintained at all times.</i></p> <p><i>Guideline: this condition is imposed to ensure a residential use of the premises is maintained at all times, and Short-term accommodation is a secondary and subordinate use of the premises in the Rural residential zone. Any greater use of the site by commercial short term accommodation activities will require alternate building standards and certifications, and demonstration of fire safety and accessibility standards for a commercial premises and not a residential dwelling will apply.</i></p> <ul style="list-style-type: none"> • Other Impacts assessed - The following impacts were assessed and considered against the planning scheme. <p>Built form/setback/separation - Proposed structures housing the Short-term accommodation activity are consistent with that expected of the zone, hence the impacts on view and amenity are reasonable residential expectation.</p> <p>Road usage - 17 Fork Hill Drive is at the end of a cul-de-sac to which the Dusty Hill Winery access adjoins. It is determined that due to activities of Dusty Hill Winery, Fork Hill Drive attracts higher levels of non-local traffic than would be otherwise be expected for a lower order road servicing land in the Rural residential zone. On this basis, non-local vehicles attending 17 Fork Hill Drive is a reasonable impact.</p> <p>On-site parking - The Planning Scheme requires that onsite parking provision be made for three (3) vehicles. This has been conditioned accordingly.</p> <p>Traffic management - The applicant has not agreed to an information request, hence the number of vehicles or the nature of intensity of the use cannot be determined (as a traffic impact assessment would). Given the assessment must be based on material provided, it was determined reasonable to impose a limit of three (3) vehicles at any one time on the site where associated with the Short-term accommodation use.</p> <p>Waste servicing - The application package did not specify how non-residential waste streams are to be managed in the Short-term accommodation use, or who will be responsible for managing onsite waste i.e collection, sanitation etc. The development has been conditioned to provide further evidence of an acceptable waste management program. Conditions have also specified that an enclosed bin corral is to accommodate bin type and washdown facilities.</p>	
Referral agencies	Agency	Concurrence/ Advice
	NA	NA
Public notification	Yes – 15 business days	

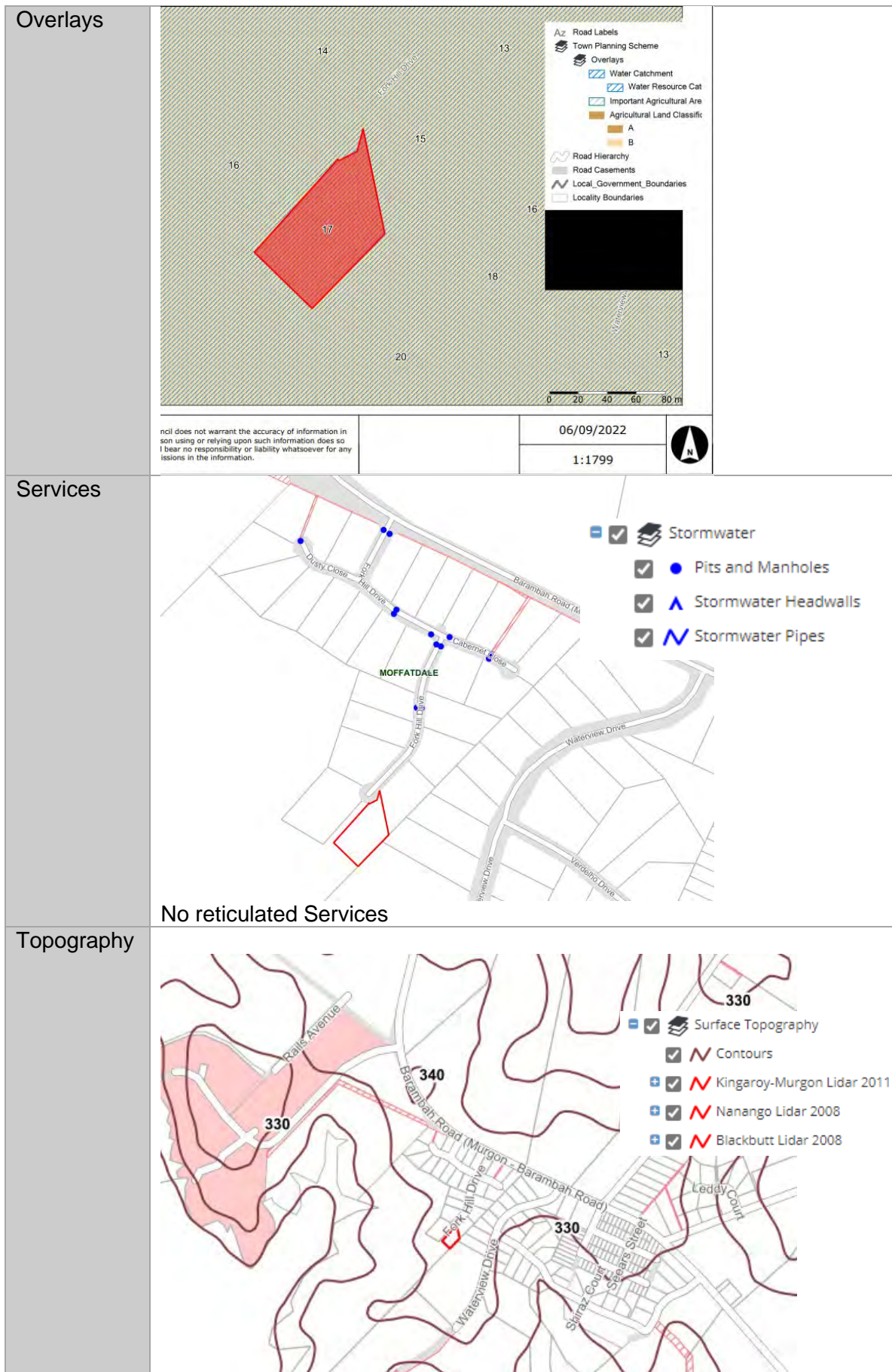
2. THE SITE

This section of the report provides a description of the site, details about the existing use and notable characteristics of the site, the standard of servicing, and the form of development in the immediately locality.

2.1. SITE DESCRIPTION & EXISTING USE

Table 1 – Maps & Descriptions

<p>Site</p>	
<p>Zoning</p>	



3. PROPOSAL DETAILS

The proposal plans as set out in [Table 1](#) below are included in.

SUMMARY DETAILS

Gross Floor Area	Total 316.5sqm		
Building height	Less than 8.5m		
Storeys (height)	Single		
Site Cover	Approximately 12%		
Impervious Area	316.5sqm		
Number of parking spaces	4		
Access	Via Fork Hill Drive		
Design Vehicle	Car, Van and Refuse collection vehicle (RCV)		
Setbacks	6m to the side, 21m to the rear, 6m road frontage		
Materials	Mix of brick, corrugated iron and weatherboards.		

4. ASSESSMENT OF ASSESSMENT BENCHMARKS

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- the *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

South Burnett Regional Planning Scheme 2017 v1.4

Part 3 – Strategic Framework: Proposed Short-Term Accommodation was considered to comply with the strategic framework as outlined in the applicant report. Having regard to the following:

Settlement pattern:	Proposal retains uses and built form that is consistent with the zone.
Rural Futures:	The proposal is not considered to conflict with the achievement of the predominantly rural industry in South Burnett Region.
Strong economy:	The proposal is considered to further enhance Agri-based Tourism established within the area.
Natural Systems and Sustainability:	The proposal is not of an intensity or scale that would conflict with existing natural features in the area.
Strong community:	The proposal contributes to viable Agri Tourism and accommodation within the locality. The proposed built form is consistent with that expected for the zone, and could be easily

	adapted for uses that are consistent with the intent for the zone i.e. could be used for residential purposes if need be.	
Infrastructure and servicing:	The proposal is of a scale and intensity reasonably expected for the zone and is not considered to place undue pressure on infrastructure.	
Part 6.2.14 Rural residential zone code: Proposed short term accommodation was considered to comply with the overall outcomes having regard to the following at 6.2.14.2 'Purpose.'		
6.2.14.2(1)	<p>The development is conditioned to retain a residential use on the subject lot hence will not deviate from the code's preference (for residential use).</p> <p>The Short-term accommodation will take place within buildings generally expected on rural residential land, accordingly:</p> <ul style="list-style-type: none"> intensity of the Short-term accommodation use is comparable to that expected in residential accommodation; and impacts arising from Short-term accommodation use will be manageable given the developments low scale. 	
6.2.14.2(2a)	The development is constructed to look like a dwelling house on a large lot with ancillary structures.	
6.2.14.2(2b)	Not applicable.	
6.2.14.2(2c, d, e)	The development will be located within an existing lot as approved as part of a larger subdivision and will be maintained within a designated building area. It is expected to retain the desired environmental qualities.	
6.2.14.2(2f)	<p>The site is not known to be contaminated.</p> <p>Note: The site is part of a rural residential subdivision, hence it can be assumed that such matters are sufficiently addressed.</p>	
6.2.14.2(2g)	Not applicable.	
6.2.14.2(2h)	The development is conditioned to provide water per required standards of services.	
6.2.14.2(2i)	The development is placed outside of the designated buffer zone imposed by Covenant W shown on the drawings (covenant imposed at subdivision approval).	
6.2.14.2(2j)	Not applicable	
6.2.14.2(2k)	The Short-term accommodation (non-residential use component) has a direct relationship with the Dusty Hill Winery that adjoins the subject site.	
6.2.14.2(2l)	The Short-term accommodation (non-residential use) will provide daily local employment (cleaning, property maintenance etc.) as well as accommodation for local tourist attractions in the area.	
Part 6.2.14.3 Criteria for Assessment (Table 6.2.14)		
Performance Outcome	Acceptable Outcome	Comment
Site Cover: Performance Outcome (PO1) required.		Complies: The proposed Short-term accommodation will be contained within structures totaling approximately 12% site cover, which is 2% more than the 10% acceptable outcome. Proposed structures include a shed, dwelling, & secondary dwelling which is consistent with the built form expected.
	Height – 8.5m above ground level (AO1.2)	Complies: The height generally doesn't exceed 6m from natural

		ground level at any point to which the buildings relate.
Setbacks: Performance Outcome (PO1) required		Complies: The house and shed comply with setback requirements specified in the acceptable outcome. The secondary dwelling is positioned 10m from the Fork Hill Drive road boundary. However, it was previously approved in this position at file MCU22/0022, hence previous performance considerations determined that such a relaxation was appropriate and is applicable as part of this assessment.
	Façade Length - 15m maximum (AO1.4)	Complies: The facades proposed in the development are either less than 15m in total length or include a mix of materials and windows at regular intervals.
	Onsite Storage – Screened by 1.8m fencing along intervening boundaries (AO1.5)	Complies: The development has been conditioned to include screen fencing around bin storage facilities.
	Outdoor lighting – AS4282 (AO1.6).	Complies: The development is conditioned to include appropriate lighting.
	Vegetative Buffer between residential land and nonresidential land (AO2.1)	Complies: The development does not propose any encroachment into the buffer approved at subdivision stage (COVENANT W No 713039915 (1008sqm).
	Water Supply – requirement for water tanks (AO3.2)	Complies: The development is conditioned to provide water tanks.
	Onsite sewerage – requirement for onsite sewerage system (AO3.3).	Complies: The development is conditioned to provide an onsite sewer to the appropriate service level.
	Electricity & Telecommunications – installation (AO3.4).	Complies: Services should have been installed at subdivision stage (prior to sealing of subdivision plan for titling).
	Stormwater System – discharge to a legal point (AO3.5).	Complies: The development will be required to connect into the stormwater system included in the subdivision approval, which should access an existing lawful point of discharge.
	Access to a Sealed Road – (AO3.6)	Complies: The site has access to Fork Hill Drive which is a sealed road.
	Contaminated Land/Health Risks (AO4.1)	Complies: The site is part of a rural residential estate, hence it is considered that such matters were given consideration during

		<p>processing of the subdivision application.</p> <p>The applicant's report states there is no site contamination.</p>
Table 6.2.14 Section 2		
	Proximity to Intensive Animal Industry (AO5.1)	<p>Complies: The following was considered in absence of requesting further clarification:</p> <ul style="list-style-type: none"> • The proposal will occur on an existing rural residential site, hence increased numbers of people in the area will be a direct result of expectations to use the site for its intended rural residential purpose; and • The applicant's report did not address this AO (because they did not agreed to an information request).
Table 6.2.14 Section 3 Home Based Business.		
	Acceptable Outcomes (AO6.1 to AO6.6)	<p>The application is for Short-term accommodation. Home-based business provisions are not considered relevant to the assessment (not proposed or sought in the application).</p> <p>Note: Notwithstanding the irrelevance of these AO's, it is noted that AO6.3 of this code imposes a maximum of 6 persons, hence is considered a relevant matter in this impact assessment as further discussed.</p>
	Acceptable Outcomes (AO7.1 to AO7.3)	<p>The application is for Short-term accommodation, home-based business provisions (Bed & Breakfast) are not considered relevant to the assessment (not proposed or sought in the application).</p>
Local residential amenity not adversely affected (PO8)	Acceptable Outcomes (AO7.1 to AO7.5)	<p>Acceptable outcomes relating to Home-based business or Bed & Breakfast are not considered relevant to this assessment. However, protection of local residential amenity as described at PO8 is considered to be a relevant matter and is further discussed in the assessment against s45 of the <i>Planning Act 2016</i>.</p>
Table 6.2.14 Section 4 Secondary Dwelling.		
	Appropriate scale (AO9.1 & AO9.2)	<p>Complies: The change application includes a secondary dwelling</p>

		that was previously approved for purposes of 'Short-term accommodation' and is of an appropriate scale and GFA to be considered as a secondary dwelling should the site fully revert to dwelling house in the future.
Table 6.2.14 Section 5 Overlays.		
Airport Environs (PO10 – PO11)	Airport Environs (PO10 – PO11)	Not applicable.
Biodiversity (PO12)	Biodiversity (AO12.1 to AO12.3)	Not applicable: The development retains Covenant W (Buffer) as imposed at subdivision stage.
Biodiversity (PO13)	Biodiversity (AO13.1)	Not applicable: The site is not adjacent to a park.
Biodiversity (PO14)	Biodiversity (AO14.1 & AO14.2)	Not Applicable: The proposal is located on a site created as part of a rural residential subdivision. This matter is considered to have been dealt with at subdivision stage.
Bushfire Hazard (PO15)	Bushfire Hazard (AO15)	Not Applicable: The site is not located within a high hazard bushfire area.
Bushfire Hazard (PO16)	Bushfire Hazard (AO16)	Not Applicable: Community infrastructure not proposed.
Bushfire Hazard (PO17)	Bushfire Hazard (AO17)	Not Applicable: No new dwellings are to be located within a very high hazard bushfire area.
Flood Hazard (PO18)	Flood Hazard (AO18)	Not Applicable: No new dwellings are to be located within a mapped flood hazard area.
Flood Hazard (PO19)	Flood Hazard (AO19)	Not Applicable: Works associated with new dwellings are not located within a mapped flood hazard area.
Flood Hazard (PO20)	N/A	Not Applicable: No community infrastructure is proposed in the application.
Landslide Hazard (PO21)	Landslide Hazard (PO21)	Not Applicable: The site not contained within a mapped landslide hazard area.
Landslide Hazard (PO22)	Landslide Hazard (PO22)	Not Applicable: No community infrastructure is proposed in the application.
Landslide Hazard (PO23)	Landslide Hazard (PO23)	Not Applicable: The site is not contained within a mapped landslide hazard area.
Regional Infrastructure (PO24)	Regional Infrastructure (AO24)	Not Applicable: The site is not contained within a mapped stock route.
Regional Infrastructure (PO25/26)	Regional Infrastructure (AO25/26)	Not Applicable: The site is not affected or in proximity to major electrical infrastructure.

<p>Regional Infrastructure (PO27)</p>	<p>Regional Infrastructure (AO27)</p>	<p>The site is contained in the water resources catchment area. This Material change of use for Short-term accommodation is considered to have a consistent scale and intensity to that expected in a rural residential subdivision. Given the site is part of an existing rural residential subdivision, matters relating to preservation of water quality for the region’s drinking water supply were likely to have been considered. As this is considered a relatively consistent scale and intensity of development as to that previously accepted, there is unlikely to be any adverse effects. The approval will include a condition to this effect.</p>
<p>Part 8.4.2 Services and Works Code</p>		
<p>Table 8.4.3 – Section 1</p>		
	<p>Stormwater System (AO1.1).</p>	<p>A stormwater system is likely to be in place as a result of the previous subdivision approval when creating the rural residential lot. The proposed Short-term accommodation is contained within buildings considered consistent with the zone intent in terms of site cover and scale. It is recommended that a condition be imposed that the development connect into existing stormwater infrastructure.</p>
	<p>Wastewater Management System (AO2.1 and AO2.2).</p>	<p>Wastewater management is to be conditioned to the appropriate standard considering the site is located within the water catchment overlay.</p>
	<p>Erosion and Sediment Control (AO3.1)</p>	<p>Erosion and sediment control should be conditioned to comply.</p>
	<p>Erosion and Sediment Control (AO4 and AO4.1)</p>	<p>Short-term accommodation will occupy buildings consistent with those expected in the rural residential subdivision and are not expected to generate stormwater flow beyond that envisaged for the rural residential subdivision.</p>
<p>Table 8.4.3 – Section 2</p>		
	<p>Access to a sealed road (AO5.1 and AO5.2).</p>	<p>The development has direct access to a sealed road (Fork Hill Drive).</p>
	<p>Onsite vehicle parking (AO6.1)</p>	<p>The onsite parking for the short-term accommodation is three (3) vehicles which is consistent with short term accommodation</p>

		parking rates in Table 8.4.5. (1 space per accommodation unit). One additional space is conditioned for the residential use onsite.
Table 8.4.3 – Section 3		
Onsite servicing, parking, & manoeuvring (PO6)		Complies – Adequate parking and manoeuvring provided to each dwelling.
Table 8.4.3 – Section 4		
Appropriate Landscape character (PO7)		The development should be conditioned to provide a landscape plan identifying existing vegetation and any potential improvements required within the code.
Appropriate Landscape character (PO8)		A landscape plan is to incorporate appropriate plant specimens.
Table 8.4.3 – Section 5		
Earthworks/Filling & Excavation (PO9)		Complies – Any further earthworks carried out on site will be subject to operational works permit/s.
Earthworks/Filling & Excavation (near infrastructure) (P010)		Complies – Standing general conditions have been imposed. Most utilities will be located within the road reserve.
Earthworks/Filling & Excavation (drainage) (PO11)		Complies – Conditioned.
Biodiversity		The site is not in a Biodiversity Overlay.
Flood Hazard Overlay		The site is not in a Flood Hazard Overlay.
Regional Infrastructure Overlay		The site is not in a Regional Infrastructure Overlay.
Water Quality in Barambah Dam catchment (PO18).		The development scale is considered generally consistent with that intended for a rural residential zone. Notwithstanding, it is considered that the potential recreational use may attract different intensity of use / pressure on site infrastructure. As the applicant did not agree to an information request, it is determined that a condition must be imposed requesting that a suitably qualified water quality expert provide a written statement that the development has no significant adverse effect on the water quality in the Lake Barambah catchment.

The following sections of the *Planning Act 2016* are relevant to this application:

- 45(5) *An impact assessment is an assessment that –*
- (a) *must be carried out –*
 - (i) *against the assessment benchmarks in a categorising instrument for the development; and*
 - (ii) *having regard to any matters prescribed by regulation for this subparagraph; and*
 - (b) *may be carried out against, or having regard to, any other relevant matter, other than a person’s personal circumstances, financial or otherwise.*

Pursuant to Section 45(5b) of the Planning Act 2016 the following were considered relevant matters in terms of further justification of the proposal itself or management of impacts associated with ongoing use of the premises.

- 1) **Intensity of the Short-term accommodation** – The application proposes three (3) accommodation units with a total of 6 bedrooms available (5 bedrooms depending on placement of the permanent residence required on the site). Accepted development provisions in the Rural residential zone code allows for a comparable occupancy rate/scale of building, hence the issue for assessment is the different intensity of use that may occur in a Short-term accommodation. In this instance, it was deemed appropriate to manage Short-term accommodation impacts via conditions or approval (as referred to in this report).
- 2) **Amenity (noise)** – While the proposal is not for a Home-based business, planning scheme factors relating to noise assessment were deemed appropriate in this instance (Home-based business – Bed and Breakfast/Short-term accommodation share similar reasons for attendance). Development conditions are included to manage potential noise sources that may not be consistent with residential expectations such as:
 - a. **Arrivals/departures** – Vehicle noise, loud greetings/goodbyes;
 - b. **Outdoor activities** – Play, gatherings in/on outdoor covered space areas;
 - c. **Sound** – Amplified music, raised voices, transfer of waste to onsite bins; and
 - d. **Waste servicing** – Transfer of waste from onsite bins to a refuse vehicle.
- 3) **Proposed Built form** – The proposed Short-term accommodation is to be located within structures that will pass for buildings reasonably expected for residential use in the estate. Proposed built form is appropriate on the following grounds:
 - a. Buildings are of similar character to surrounding rural residential uses; and
 - b. The proposed buildings appear capable of conversion back to a residential use should short-term accommodation no longer be a requirement (does not compromise potential supply of residential land into the future).

With regards to the *Planning Regulation 2017*, the following sections apply in the assessment of this application:

Section 30 – Assessment Benchmarks generally

- (1) *For section 45(5)(i) of the Act, the impact assessment must be carried out against the assessment benchmarks for the development stated in schedules 9 and 10.*
- (2) *Also, if the prescribed assessment manager is the local government, the impact assessment must be carried out against the following assessment benchmarks—*
 - (a) *the assessment benchmarks stated in—*

- (i) the regional plan for a region, to the extent the regional plan is not identified in the planning scheme as being appropriately integrated in the planning scheme; and
 - (ii) the State Planning Policy, part E, to the extent part E is not identified in the planning scheme as being appropriately integrated in the planning scheme; and
 - (iii) a temporary State planning policy applying to the premises.
- (b) if the development is not in a local government area-any local planning instrument for a local government area that may be materially affected by the development.
- (c) if the local government is an infrastructure provider—the local government’s LGIP.
- (3) However, an assessment manager may, in assessing development requiring impact assessment, consider an assessment benchmark only to the extent the assessment benchmark is relevant to the development.

4.1. PLANNING REGULATION 2017

The Planning Regulation 2017 forms the mechanism by which the provisions of the Act are administered. In particular, the Regulation can regulate and prohibit development and determines the assessment manager and the matters that trigger State interests.

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Schedule 12A Walkable Neighbourhoods (Not Applicable – preceding applications should have addressed this matter).
WBB Regional Plan Designation:	The site is retained in the Regional Landscape and Rural Production Area (RLRPA) which is typically reserved for land within rural areas. Generally, the intent in the RLRPA is to retain suitable land parcels to accommodate agricultural and/or other environmental values. Such land parcels are large (larger than 100hectares) however in this instance, is considered irrelevant as the subject land is part of a rural residential subdivision that is established, and therefore lawfully precedes RLRPA requirements. It was noted that the site does not retain environmental values commonly found in RLRPA, nor is it considered capable of accommodating large scale agricultural use.
Adopted Economic Support Instrument	<p>Under section 68E of the Planning Regulation 2017 that on 24 February 2021, South Burnett Regional Council adopted an economic support instrument. The instrument is in effect until 31st December 2023</p> <p>Economic support provisions</p> <p>4.1. The instrument applies the following provisions in accordance with section 68D(1) of the <i>Planning Regulation 2017</i>:</p> <ul style="list-style-type: none"> 4.1.1. Part 8B, Division 3 – Development that requires code assessment; 4.1.2. Schedule 6, Part 2, Section 7A – Particular material change of use involving an existing building, and 4.1.3. Schedule 6, Part 2, Section 7B – Material change of use for home-based business in particular zones. <p>The adopted instrument does not change the categories of development and assessment in the Planning Scheme v1.4</p>

4.2. REFERRAL AGENCIES

To determine whether the development application requires referral to the State Assessment and Referral Agency (SARA) or ‘another entity’, an assessment of the proposal against Schedule 10 of the Regulation has been undertaken as demonstrated in [Table 3](#).

Note: Grey shading indicates no provisions.

Table 3 - Matters Prescribed in Schedule 10 of the Planning Regulation						
Part	Matter	Applicability to this Development Application	Prohibited Development	Assessable Development	Referral Agency	Assessment Benchmarks / Matters to be assessed against
1	Airport Land	N/A		N/A	N/A	N/A
2	Brothels	N/A	N/A	N/A		N/A
3	Clearing Native Vegetation	N/A	N/A	N/A	N/A	N/A
4	Contaminated Land	N/A		N/A	N/A	N/A
5	Environmentally Relevant Activity	N/A	N/A	N/A	N/A	N/A
6	Fisheries: - Aquaculture - Declared Fish Habitat - Marine Plants - Waterway Barrier works	N/A N/A N/A N/A		N/A	N/A	N/A
7	Hazardous Chemical Facilities	N/A		N/A	N/A	N/A
8	Heritage Place: - Local Heritage Place - Queensland Heritage Place	N/A		N/A	N/A	N/A
9	Infrastructure Related: - Designated Premises - Electricity - Oil and Gas - State Transport Corridors and Future State Transport Corridors - State-controlled transport tunnels and future state-controlled transport tunnels	N/A N/A N/A N/A N/A			N/A	N/A
10	Koala Habitat in SEQ region	N/A	N/A			N/A
11	Noise Sensitive Place on Noise Attenuation land	N/A	N/A			

Table 3 - Matters Prescribed in Schedule 10 of the Planning Regulation						
Part	Matter	Applicability to this Development Application	Prohibited Development	Assessable Development	Referral Agency	Assessment Benchmarks / Matters to be assessed against
12	Operational Work for Reconfiguring a Lot	N/A		N/A		
12A	Walkable Neighbourhoods – particular reconfiguring a lot	N/A		N/A		N/A
13	Ports: - Brisbane Core Port Land - Within the port limits of the Port of Brisbane - Within the limits of another port - Strategic Port Land	N/A N/A N/A N/A		N/A	N/A	N/A
14	Reconfiguring a Lot under the Land Title Act	N/A		N/A	N/A	N/A
15	SEQ Development Area	N/A		N/A	N/A	N/A
16	SEQ Regional Landscape and Rural Production Area and Rural Living Area: - Community Activity - Indoor Recreation - Residential Development - Urban Activity	N/A	N/A	N/A	N/A	N/A
16A	Southport Spit	N/A	N/A			
17	Tidal Works or Work in a Coastal Management District	N/A		N/A	N/A	N/A
18	Urban Design	N/A			N/A	N/A
19	Water Related Development: - Taking or interfering with water - Removing quarry material - Referral dams - Levees	N/A N/A N/A N/A		N/A	N/A	N/A

Table 3 - Matters Prescribed in Schedule 10 of the Planning Regulation						
Part	Matter	Applicability to this Development Application	Prohibited Development	Assessable Development	Referral Agency	Assessment Benchmarks / Matters to be assessed against
20	Wetland Protection Area	N/A	N/A	N/A	N/A	N/A
21	Wind Farms	N/A		N/A		N/A

Based on the findings in Table 3, it has been concluded that the application does not require referral to a Referral Agency in accordance with Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 of the *Planning Regulation 2017*.

4.3. STATE PLANNING POLICY

The State Planning Policy (July 2017) (SPP) commenced on the 3 July 2017 and is effective at the time of writing this report. The Planning Regulation 2017 (PR 2017) states the assessment must be carried out against the assessment benchmarks stated in Part E of the State Planning Policy to the extent Part E is not appropriately integrated into the planning scheme.

In accordance with section (8)(4)(a) of the Act, the State Planning Policy applies to the extent of any inconsistency with the Planning Scheme.

State Planning Policy Part E	
Liveable communities and housing	No applicable assessment benchmarks.
Economic growth <ul style="list-style-type: none"> • Agriculture. • Development and construction. • Mining and extractive resources. • Tourism. 	The Queensland State Planning Policy (SPP) mapping does not define specific site interest associated with tourism areas. However, given the site’s location in proximity to other tourist destinations, the proposal is considered to assist with further enhancement of tourist activities in the Moffatdale area.
Planning for the environment and heritage. <ul style="list-style-type: none"> • Biodiversity. • Coastal environment. • Cultural heritage. • Water quality 	The development is conditioned to provide further evidence of compliance with water quality objectives identified in the SBRC Planning Scheme Overlays.
Safety and resilience to hazards <ul style="list-style-type: none"> • Emissions and hazardous activities. • Natural hazards, risk, and resilience. 	No applicable assessment benchmarks.
Infrastructure <ul style="list-style-type: none"> • Energy and water supply. • Infrastructure integration. • Transport infrastructure. • Strategic airports and aviation facilities. • Strategic ports. 	Complies. All appropriate residential services infrastructure and connections can be made and are conditioned as part of the approval.

4.4. DEVELOPMENT CODE ASSESSMENTS

South Burnett Regional Planning Scheme 2017 v1.4	Responses
The Planning Scheme	The Other Change request was assessed against the relevant assessment benchmarks in the planning scheme as noted in section 4 of this report (inclusive of applicable Zone codes & development codes).

	<p>The applicant's Other Change request was found to comply with all relevant codes in the South Burnett Regional Council Planning Scheme 2017 v1.4 (as discussed in this report).</p>
--	--

Applicant submitted reports	Nil
Planning discussion	Not applicable

5. CONSULTATION

Referral Agencies

State Assessment and Referral Agency	N/A
Other	N/A

Council Referrals

<i>INTERNAL REFERRAL SPECIALIST</i>	<i>REFERRAL / RESPONSE</i>
Development Engineer	Council's Development Engineer provided comments in relation to Infrastructure Charges and engineering conditions.
Infrastructure Charges Unit	<p>Council adopted the LGIP on 24 June 2019 which commenced on 1 July 2019.</p> <p>The types of developments that may trigger the issuing of an infrastructure charges notice are:</p> <ul style="list-style-type: none"> • Reconfiguring a lot; • Making a Material change of use; and • Carrying out building work. <p>Refer to Attachment B for the Infrastructure Charges Notice.</p>

Public Notification

Date Notification Commenced	27 July 2023
Date Notification Completed	18 August 2023
Date notice of compliance received	21 August 2023

Submission Summary	
Submitter Issue	Response
NA	NA

6. RECOMMENDATION

Based on the assessment undertaken and discussed herein this report, it is recommended that the Other Change request (MCU23/0013) be approved subject to the conditions and drawings attached.

ATTACHMENTS

1. Attachment A - Statement of Reasons
2. Attachment B - Infrastructure Charges Notice
3. Attachment C - Approved Plans

NOTICE ABOUT DECISION – STATEMENT OF REASONS

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

Applicant:	Lusso Retreats Pty Ltd C/- ONF
Application No:	MCU23/0013
Proposal:	Other Change Request to a Material change of use approval for Short-term accommodation
Street Address:	17 Fork Hill Drive Moffatdale QLD 4605
RP Description:	Lot 22 on SP221464
Assessment Type:	Impact
Number of Submissions:	Not applicable

On **[DATE DECIDED]** the above development was recommended for:

- Approval
 Refusal

1. Reasons for the Decision

The reasons for this decision are:

- The Other Change was assessed and found to either comply with the South Burnett Regional Planning Scheme 2017 v1.4 or can be conditioned to comply.
- Notwithstanding an increased intensity of the approved Short-term accommodation use, scale, built form and appearance. The development remains consistent with building expected in the intended Rural residential zone.
- Assessment of impacts generated by the increased Short-term accommodation use where found to be either reasonable or could be managed via conditions.

2. Assessment Benchmarks

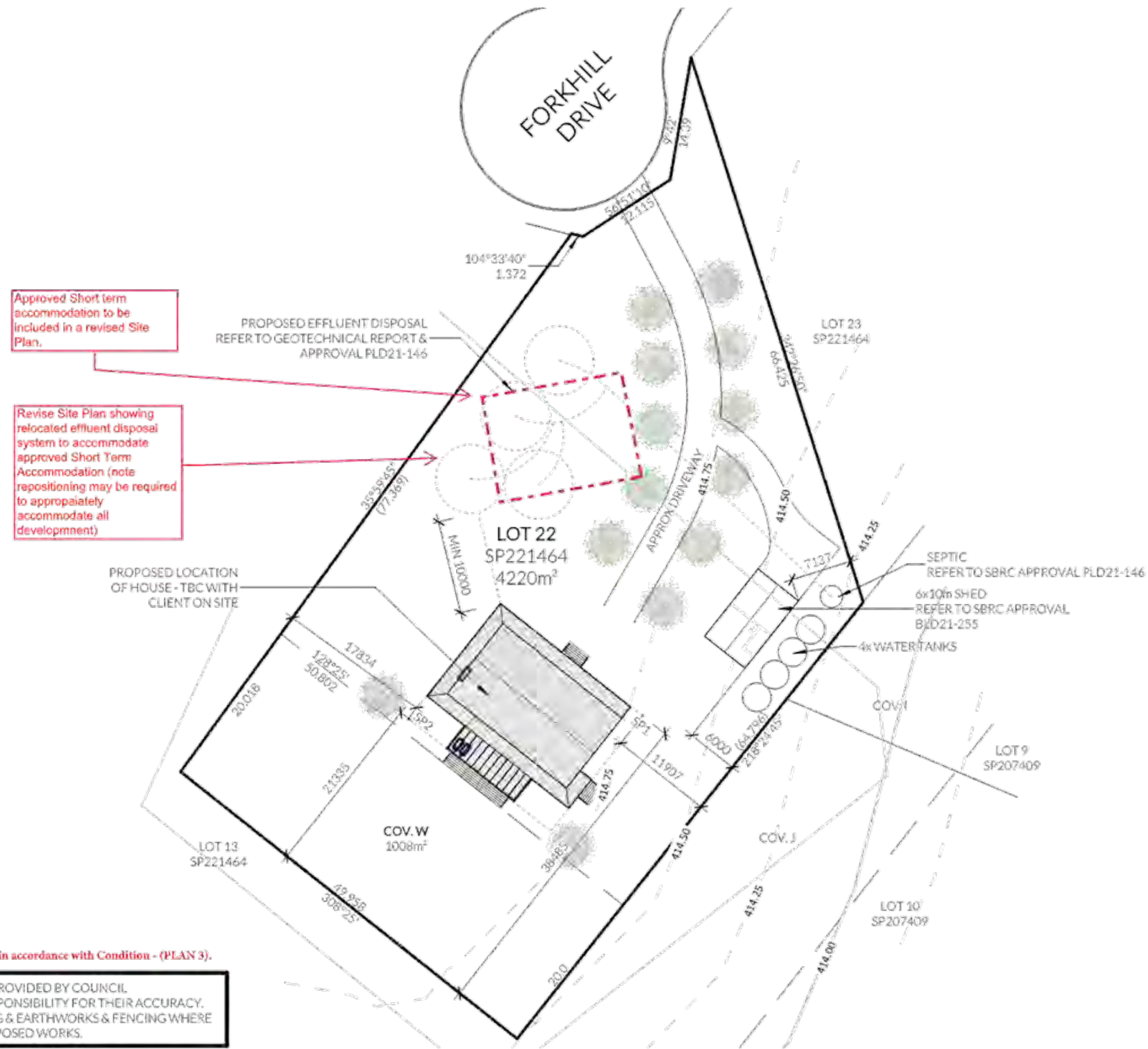
- Strategic framework.
- Rural residential zone code.
- Services and works code.

3. Compliance with Benchmarks

The application has been assessed and the proposal complies with the acceptable outcomes or is considered to be meet the performance outcomes of the relevant planning scheme codes.

Note: Each application submitted to Council is assessed individually on its own merit.

Placeholder for Attachment



Site Plan to be resubmitted in accordance with Condition - (PLAN 3).

CONTOURS AND LEVELS SHOWN HERE-ON HAVE BEEN PROVIDED BY COUNCIL MAPPING SERVICES. MCLAREN DESIGN ACCEPTS NO RESPONSIBILITY FOR THEIR ACCURACY. BUILDER TO CONFIRM ALL LEVELS, REQUIRED RETAINING & EARTHWORKS & FENCING WHERE APPLICABLE ON SITE PRIOR TO COMMENCING THE PROPOSED WORKS.



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 NOTE: ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE NOTED & MUST BE VERIFIED ON SITE

REV	DESCRIPTION	DATE
D	PRELIMINARY AMENDMENTS	18/06/2021
E	SHED CONSTRUCTION ISSUE	24/06/2021
F	AMENDED SHED CONSTRUCTION	30/06/2021
G	HOUSE OPENING SIZES	13/07/2021
H	DRAFT CONSTRUCTION	01/08/2021
I	CONSTRUCTION	15/10/2021
J	MINOR AMENDMENT	02/11/2021

RHETT & TENEILLE HUNTER
 PROPOSED RESIDENCE
 LOT 22 FORKHILL DRIVE,
 MOFFATDALE

SITE PLAN			
PROPERTY DESCRIPTION: LOT 22 ON SP221464			
DATE	02/11/2021	PROJECT NO:	21-051
DESIGNED BY	NM	A3	03
DRAWN BY	NM		
APPROVED BY		Scale	1 : 500

DRAWINGS LIST

- 00 COVER SHEET
- 01 PROJECT NOTES
- 02 WORKPLACE HEALTH & SAFETY
- 03 SITE PLAN
- 04 PROPOSED FLOOR PLAN
- 05 ELEVATIONS
- 06 ELEVATIONS
- 07 SECTIONS
- 08 DETAILS
- 09 DETAILS
- 10 HOUSE & FOOTING SETOUT PLAN
- 11 DRAINAGE PLAN
- 12 ELECTRICAL PLAN
- 13 SCHEDULES

PROJECT INFORMATION

BUILDING CLASS	1a
CLIMATE ZONE	5
SOIL CLASS	H1
WIND REGION	A
TERRAIN CATEGORY	TC2.5
TOPOGRAPHIC CLASSIFICATION	T0
SHIELDING CLASSIFICATION	NS
WIND CLASSIFICATION	N2

**PROPOSED RESIDENCE FOR
RHETT & TENEILLE HUNTER
FORKHILL DRIVE
MOFFATDALE
LOT 22 ON SP221464**

SUPPORTING DOCUMENTS

- SITE SOIL INVESTIGATION REPORT
- STRUCTURAL ENGINEER'S PLAN SET
- STRUCTURAL ENGINEER'S FORM 15 CERTIFICATE
- WASTE WATER DESIGN REPORT
- ENERGY EFFICIENCY REPORT
- ENERGY EFFICIENCY FORM 15 CERTIFICATE

PROJECT CONSULTANTS

- Q CERT
28 REEF STREET,
GYMPIE Q 4570
07 5481 2465
- ECOAST ENGINEER
BRAD RIMMELZWAAN
0431 654 005
- GEOTECHNICAL SERVICES (WIDE BAY) PTY LTD
107 OLD MARYBOROUGH ROAD, PIALBA Q 4655
07 4124 3677
- WATER WISE DESIGN HYDRAULIC
& FIRE SERVICE CONSULTING
HERVEY BAY, PIALBA QLD 4655
07 4125 3510



1 Facade
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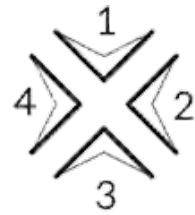
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RHETT & TENEILLE HUNTER
PROPOSED RESIDENCE
LOT 22 FORKHILL DRIVE,
MOFFATDALE

COVER SHEET			
PROPERTY DESCRIPTION LOT 22 ON SP221464			
DATE	02/11/2021	PROJECT NO:	21-051
DESIGNED BY	NM	A3	00
DRAWN BY	NM		
APPROVED BY		Scale	

FLOOR AREA		
LIVING	187.2m ²	140x140 HWD TIMBER POSTS
VERANDAH/DECKS	121.3m ²	GALV. STEEL STIRRUPS
TOTAL	308.5m²	TIMBER SURROUND TO TOP & BASE PAINTED FINISH

ELEVATIONS



- SD STRIP DRAIN
- SA SMOKE ALARM
- ⊙ VENTILATED SKYLIGHT
- ⊙ EXHAUST FAN
- DB DOWNPIPE
- ⊕ TAP
- FW SMART WASTE/FLOOR WASTE
- ⊙ BANK OF SHELVES

GENERAL NOTES

SMOKE ALARMS MUST COMPLY WITH AS3786 AND BE INSTALLED AND HARDWIRED TO THE MAIN POWER SUPPLY WITH SECONDARY POWER SOURCE (IE - BATTERY) IN ACCORDANCE WITH THE BCA PART 3.7.2 & BE INTERCONNECTED WITH EVERY OTHER SMOKE ALARM WITHIN THE DWELLING SO ALL ACTIVATE TOGETHER

TERMITE PROTECTION TO COMPLY WITH AS3660.1 (2000)

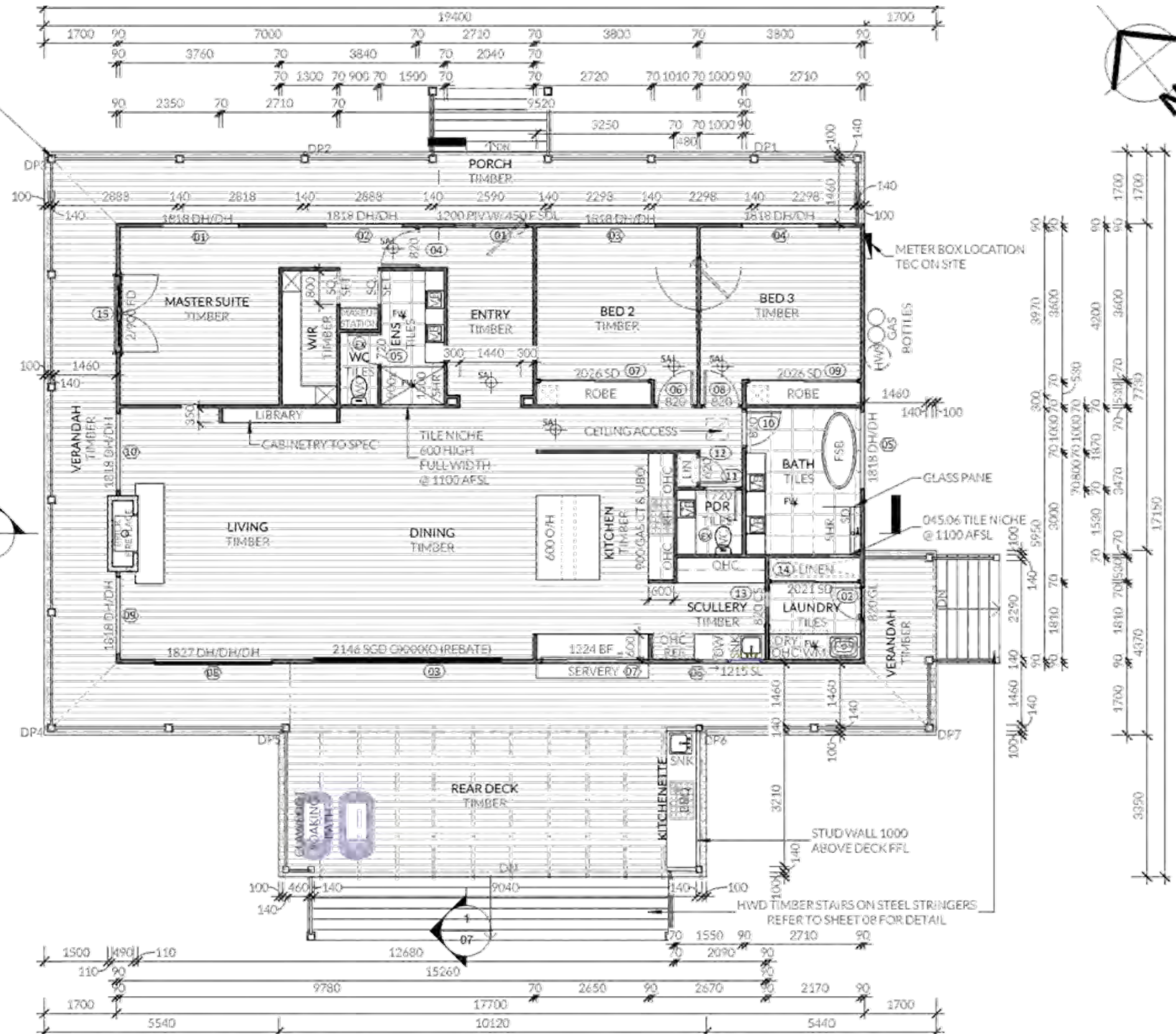
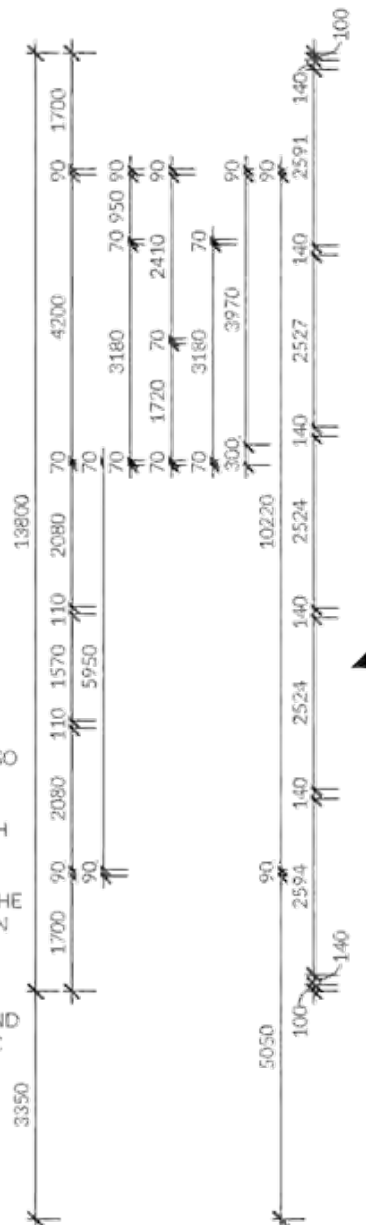
ALL WET AREAS ARE TO COMPLY WITH THE AUSTRALIAN DOMESTIC CONSTRUCTION MANUAL AND THE BCA PART 3.8.1

ALL DOORS, ELECTRICAL APPLIANCES AND PLUMBING SYMBOLS ARE DIAGRAMATIC ONLY. REFER TO BUILDERS SPECIFICATION FOR DETAILS OF ALL FIXTURES

WC DOORS OPENING INWARDS TO BE FITTED WITH LIFT OFF HINGES AND BE FITTED TO ALLOW THE DOOR TO BE REMOVED WHEN IN THE CLOSED POSITION

ALL KITCHEN & BATHROOM EXHAUSTS TO BE DISCHARGED THROUGH A DUCT EXTERNALLY VIA EAVES IN ACCORDANCE WITH NCC PART 3.8.7.

DUCTED A/C THROUGHOUT.



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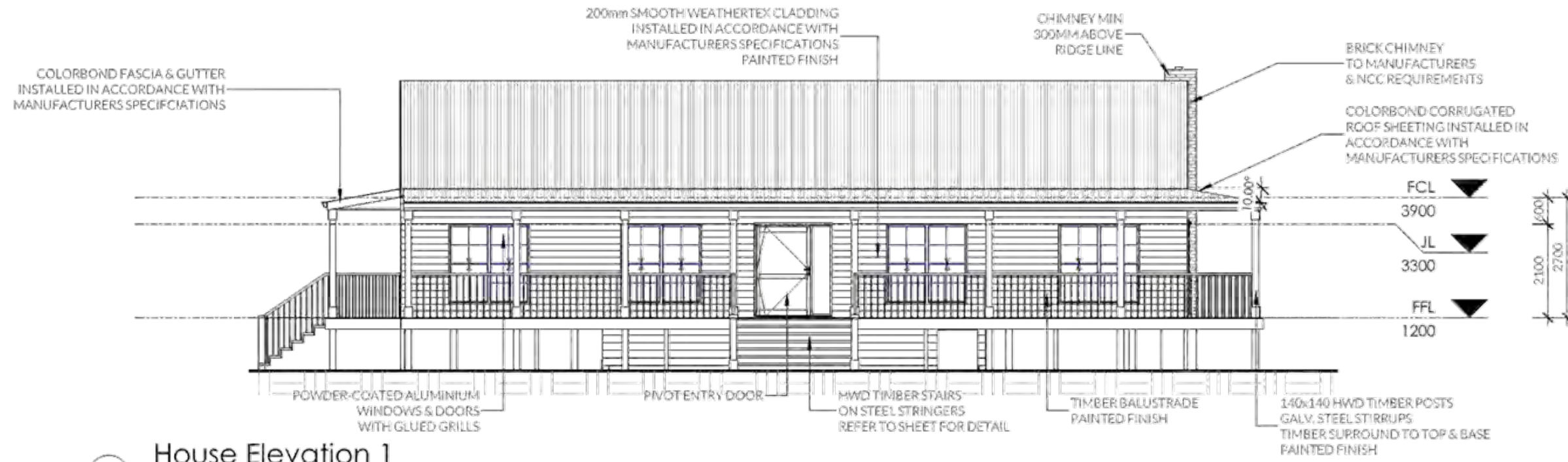
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J	MINOR AMENDMENT	02/11/2021

RHETT & TENEILLE HUNTER

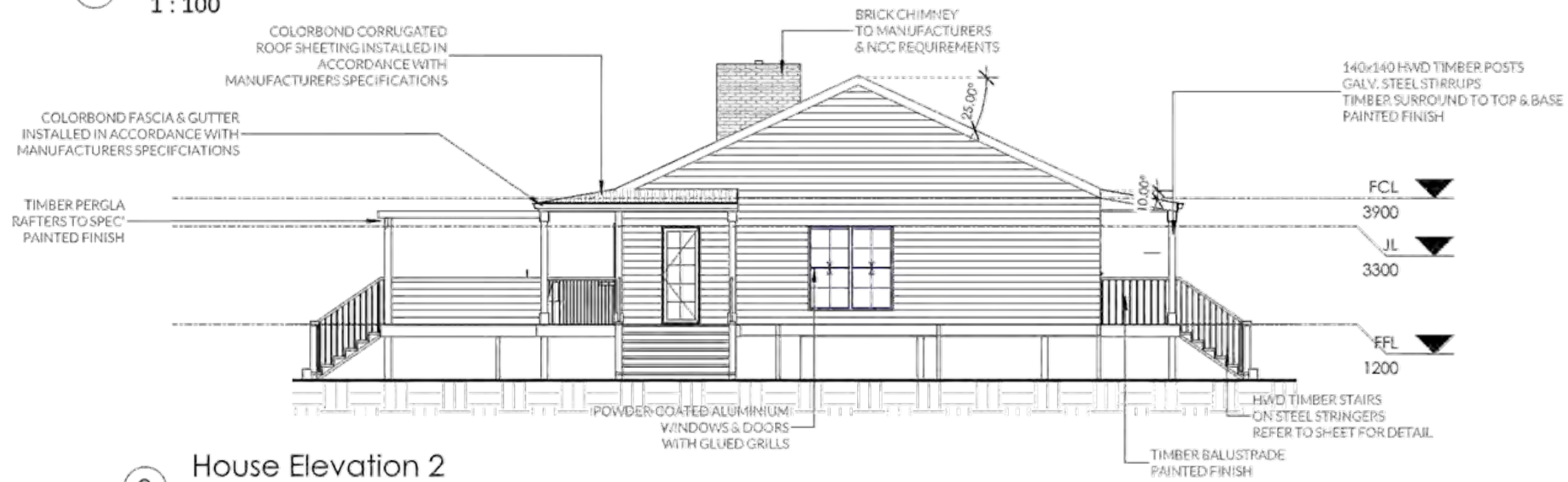
PROPOSED RESIDENCE

LOT 22 FORKHILL DRIVE,
MOFFATDALE

PROPOSED FLOOR PLAN			
PROPERTY DESCRIPTION: LOT 22 ON SP221464			
DATE	02/11/2021	PROJECT NO:	21-051
DESIGNED BY	NM	A3	04
DRAWN BY	NM		
APPROVED BY		Scale	1 : 100



1 House Elevation 1
1 : 100



2 House Elevation 2
1 : 100

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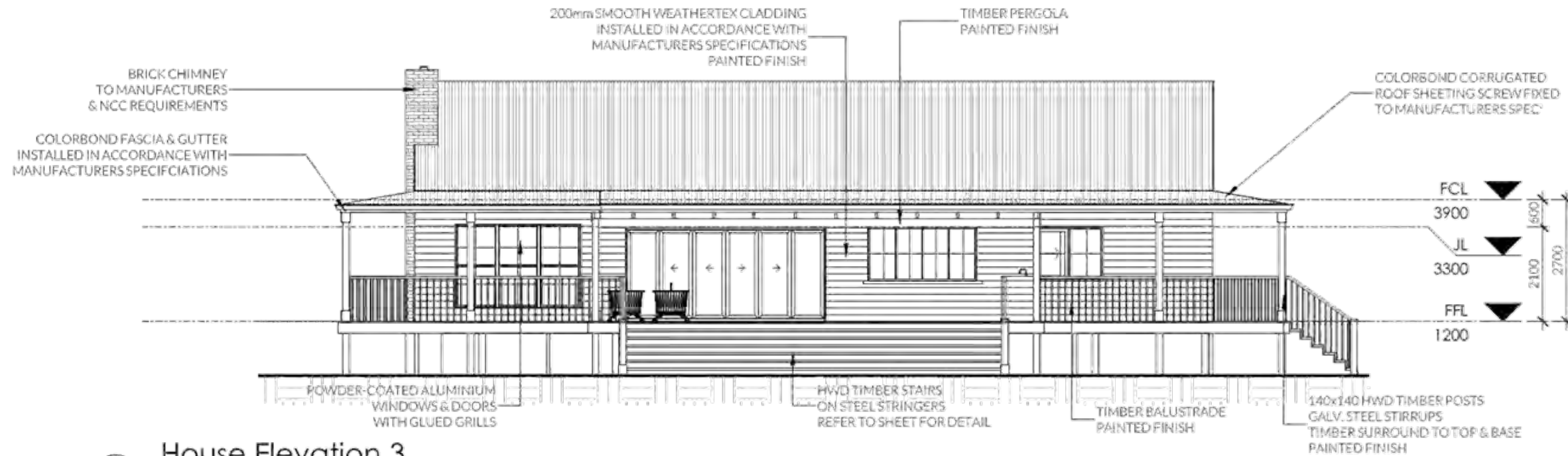
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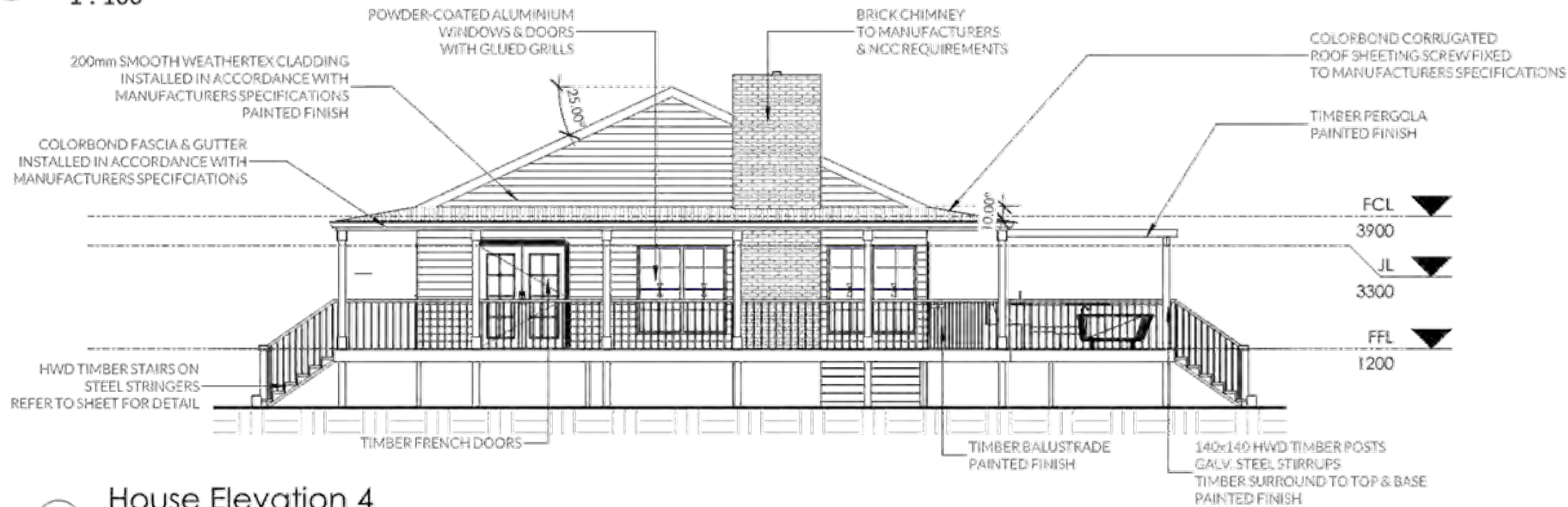
REV	DESCRIPTION	DATE
D	PRELIMINARY AMENDMENTS	18/06/2021
E	SHED CONSTRUCTION ISSUE	24/06/2021
F	AMENDED SHED CONSTRUCTION	30/06/2021
G	HOUSE OPENING SIZES	13/07/2021
H	DRAFT CONSTRUCTION	01/08/2021
I	CONSTRUCTION	15/10/2021
J	MINOR AMENDMENT	02/11/2021

RHETT & TENEILLE HUNTER
 PROPOSED RESIDENCE
 LOT 22 FORKHILL DRIVE,
 MOFFATDALE

ELEVATIONS			
PROPERTY DESCRIPTION: LOT 22 ON SP221464			
DATE	02/11/2021	PROJECT NO:	21-051
DESIGNED BY	NM	A3	05
DRAWN BY	NM		
APPROVED BY		Scale	1 : 100



1 House Elevation 3
1 : 100



2 House Elevation 4
1 : 100

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RHETT & TENEILLE HUNTER
 PROPOSED RESIDENCE
 LOT 22 FORKHILL DRIVE,
 MOFFATDALE

ELEVATIONS			
PROPERTY DESCRIPTION: LOT 22 ON SP221464			
DATE	02/11/2021	PROJECT NO:	21-051
DESIGNED BY	NM	A3	06
DRAWN BY	NM		
APPROVED BY		Scale	1 : 100

DRAWINGS LIST

- 00 COVER SHEET
- 01 PROJECT NOTES
- 02 WORKPLACE HEALTH & SAFETY
- 03 SITE PLAN
- 04 PROPOSED FLOOR PLAN
- 05 ELEVATIONS
- 06 SECTIONS
- 07 DETAILS
- 08 DETAILS
- 09 SLAB & FOOTING LAYOUT
- 10 DRAINAGE PLAN
- 11 ELECTRICAL PLAN
- 12 SCHEDULES

PROJECT INFORMATION

BUILDING CLASS	1a
CLIMATE ZONE	5
SOIL CLASS	H1
WIND REGION	A
TERRAIN CATEGORY	TC2.5
TOPOGRAPHIC CLASSIFICATION	T0
SHIELDING CLASSIFICATION	NS
WIND CLASSIFICATION	N2

**PROPOSED SECOND DWELLING FOR
RHETT & TENEILLE HUNTER
17 FORKHILL DRIVE
MOFFATDALE
LOT 22 ON SP221464**

SUPPORTING DOCUMENTS

- SITE SOIL INVESTIGATION REPORT
- STRUCTURAL ENGINEER'S PLAN SET
- STRUCTURAL ENGINEER'S FORM 15 CERTIFICATE
- WASTE WATER DESIGN REPORT
- ENERGY EFFICIENCY REPORT
- ENERGY EFFICIENCY FORM 15 CERTIFICATE

PROJECT CONSULTANTS

Q CERT
28 REEF STREET,
GYMPIE Q 4570
07 5481 2465

ECOAST ENGINEER
BRAD RIMMELZWAAN
0431 654 005

GEOTECHNICAL SERVICES (WIDE BAY) PTY LTD
107 OLD MARYBOROUGH ROAD, PIALBA Q 4655
07 4124 3677

WATER WISE DESIGN HYDRAULIC
& FIRE SERVICE CONSULTING
HERVEY BAY, PIALBA QLD 4655
07 4125 3510



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C	NOT FOR CONSTRUCTION	24/04/2022
D	CONSTRUCTION ISSUE	09/06/2022
E	VELUX	27/06/2022
F	MINOR AMENDMENTS	28/06/2022

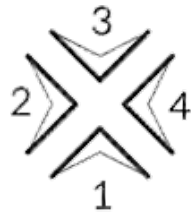
RHETT & TENEILLE HUNTER
PROPOSED SECOND DWELLING
17 FORKHILL DRIVE, MOFFATDALE

COVER SHEET			
PROPERTY DESCRIPTION: LOT 22 ON SP221464			
DATE	28/06/2022	PROJECT NO:	22-001
DESIGNED BY	NM	A3	00
DRAWN BY	NM		
APPROVED BY	LRM	Scale	

FLOOR AREA	
LIVING	70m ²
DECK	14m ²
TOTAL	84m²



ELEVATIONS



- SA SMOKE ALARM
- DP DOWNPIPE
- TAP
- FW FLOOR WASTE
- BANK OF SHELVES
- SHR SHOWER
- CH CEILING HEIGHT
- VB VANITY BASIN
- WC WATER CLOSET
- AC AIR CONDITIONER
- HWS HOT WATER SYSTEM
- CT INDUCTION COOKTOP
- RH RANGE HOOD
- WO WALL OVEN
- OHC OVERHEAD CABINETRY

GENERAL NOTES

SMOKE ALARMS MUST COMPLY WITH AS3786 AND BE INSTALLED AND HARDWIRED TO THE MAIN POWER SUPPLY WITH SECONDARY POWER SOURCE (IE - BATTERY) IN ACCORDANCE WITH THE BCA PART 3.7.2 & BE INTERCONNECTED WITH EVERY OTHER SMOKE ALARM WITHIN THE DWELLING SO ALL ACTIVATE TOGETHER

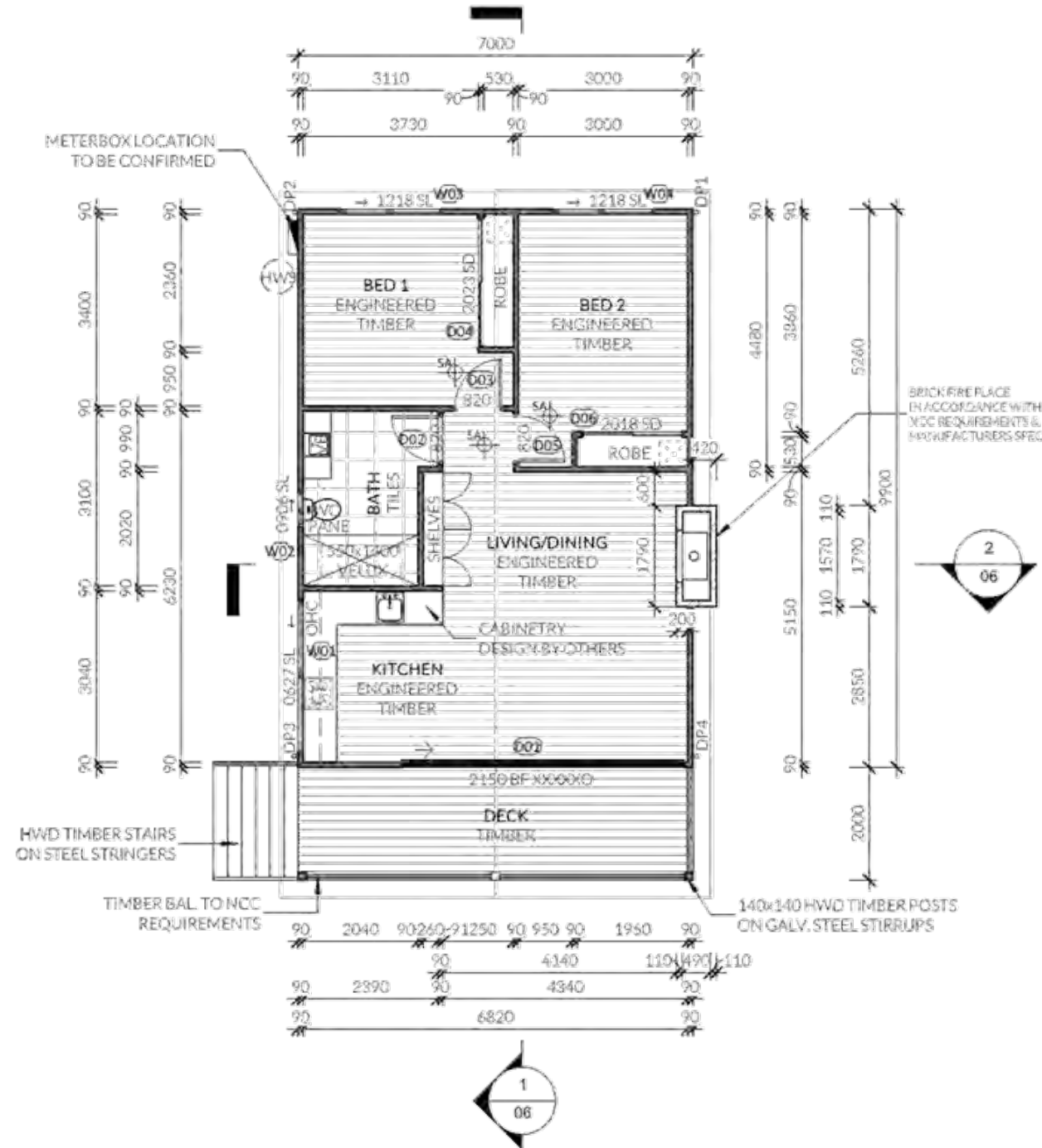
TERMITE PROTECTION TO COMPLY WITH AS3660.1 (2000)

ALL WET AREAS ARE TO COMPLY WITH THE AUSTRALIAN DOMESTIC CONSTRUCTION MANUAL AND THE BCA PART 3.8.1

ALL DOORS, ELECTRICAL APPLIANCES AND PLUMBING SYMBOLS ARE DIAGRAMATIC ONLY. REFER TO BUILDERS SPECIFICATION FOR DETAILS OF ALL FIXTURES

WC DOORS OPENING INWARDS TO BE FITTED WITH LIFT OFF HINGES AND BE FITTED TO ALLOW THE DOOR TO BE REMOVED WHEN IN THE CLOSED POSITION

ALL KITCHEN & BATHROOM EXHAUSTS TO BE DISCHARGED THROUGH A DUCT EXTERNALLY VIA EAVES IN ACCORDANCE WITH NCC PART 3.8.7.



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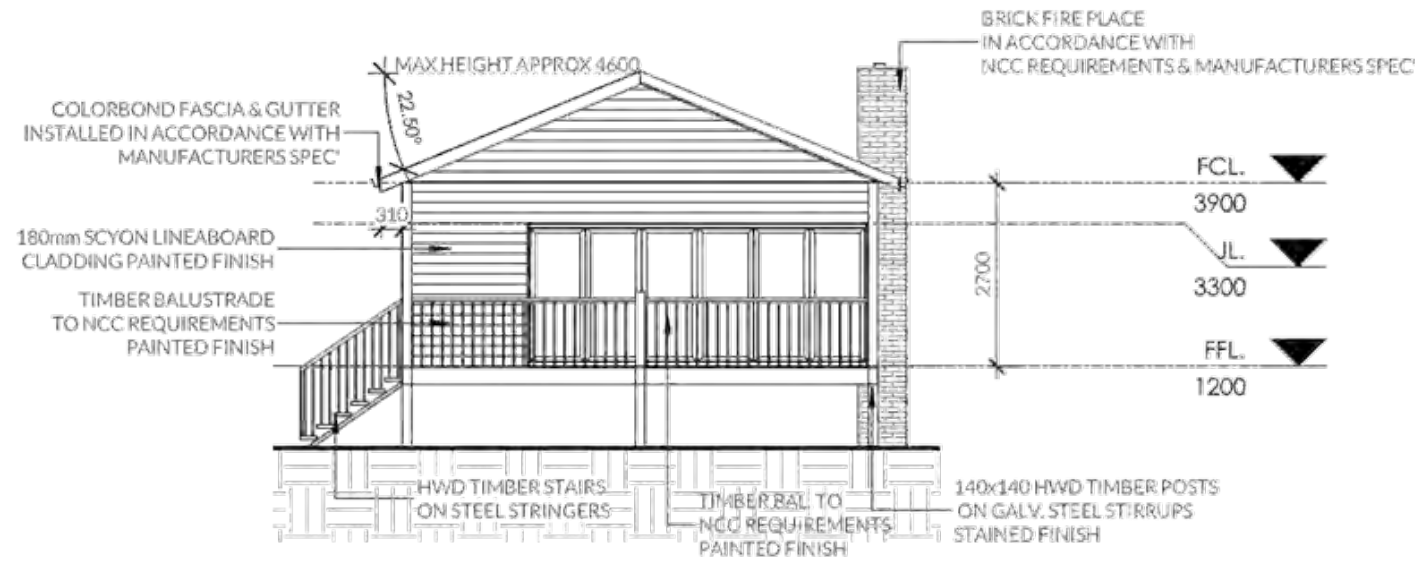
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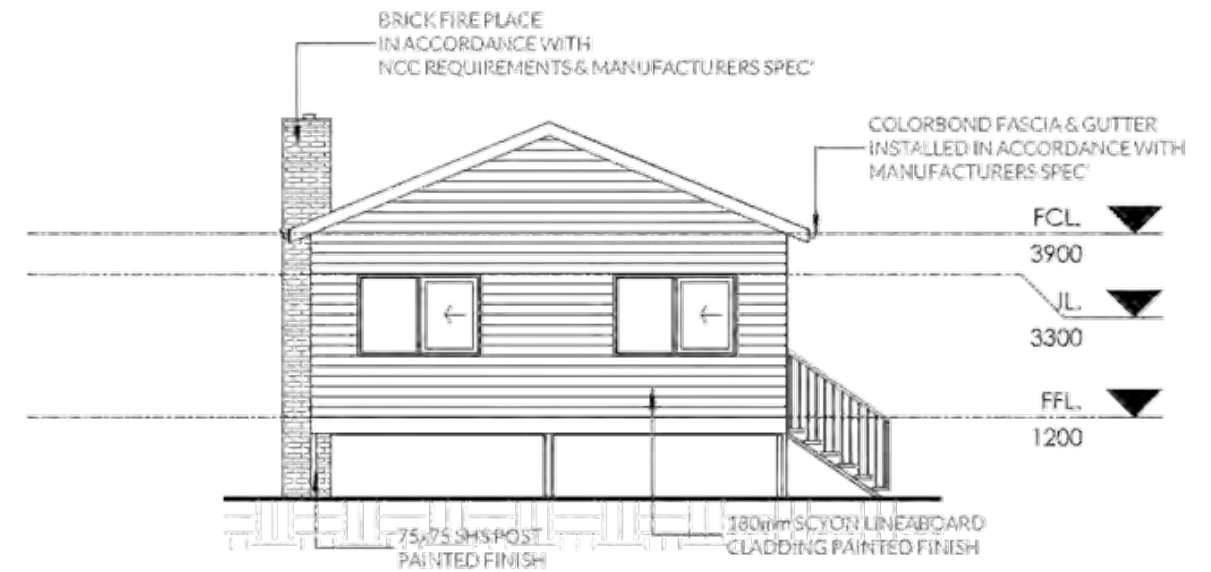
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 PROPOSED SECOND DWELLING
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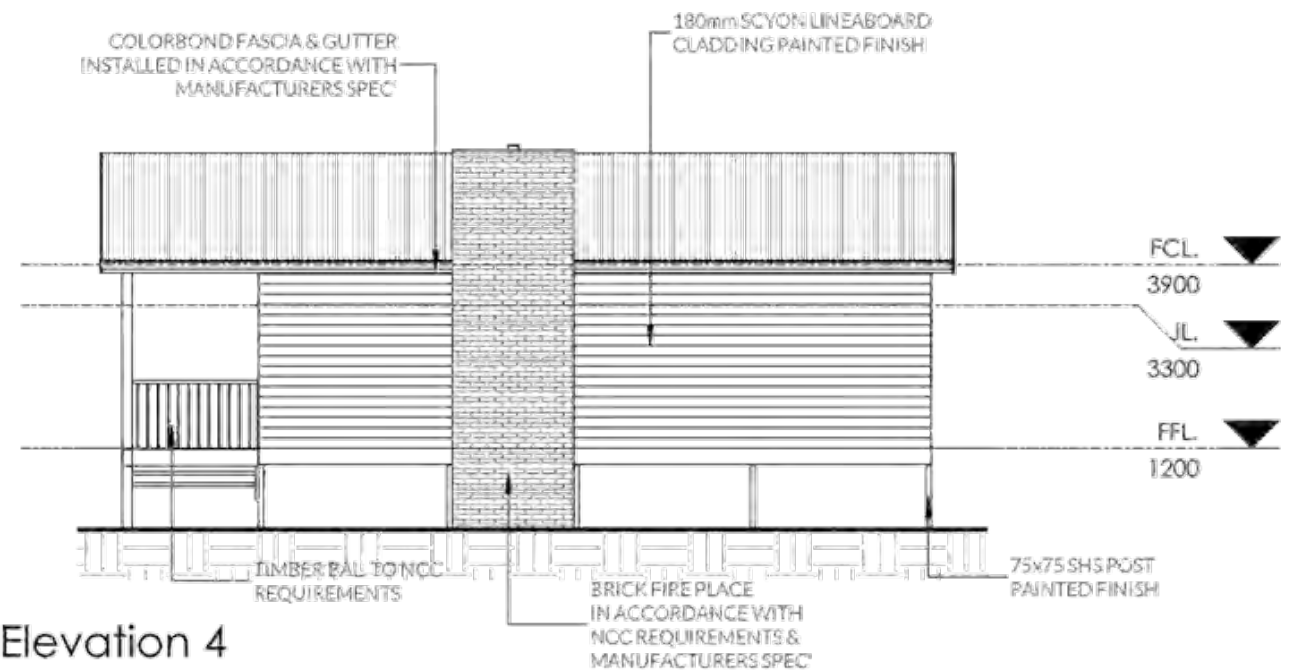
1 Elevation 1
1 : 100



3 Elevation 3
1 : 100



2 Elevation 2
1 : 100



4 Elevation 4
1 : 100

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APPROVED BY	LRM	Scale	1 : 100

17.3 SOUTH BURNETT REGIONAL HOUSING ACTION PLAN DRAFT REPORT**File Number:** 25/10/2023**Author:** Manager Facilities and Parks**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the draft South Burnett Local Housing Action Plan and subsequent community consultation with local stakeholder groups.

SUMMARY

The South Burnett Local Housing Action Plan was developed with the support of the Queensland Government in association with the Local Government Association of Queensland.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council;

- (a) Adopt the draft South Burnett Local Housing Action Plan
- (b) Undertake community consultation with local stakeholder groups, and
- (c) Post community consultation submit final report to a future Council meeting for final adoption.

FINANCIAL AND RESOURCE IMPLICATIONS

Identify housing requirements in the region to respond to a range of immediate, emerging, and longer-term housing challenges in the South Burnett Regional local government area.

LINK TO CORPORATE/OPERATIONAL PLAN

EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Councils' services and infrastructure.

EC9 Develop, in consultation with communities, Community Plans that identify key priorities for each town and village to inform Councils' prioritisation.

EC12 Develop and implement a plan that makes our region's towns 'Communities of choice' for people living with disability.

IN9 Undertake an audit to identify Council Land that can be divested.

IN10 Investigate options for leasing opportunities to not-for-profit groups and organisations.

IN13 Advocate and support the specialist health services needs of our residents.

OR3 Manage Councils' assets effectively through the development and implementation of Asset Management Plans.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council Officers and Councillors discuss the housing shortage across the region at the South Burnett Housing Forum held in 2022.

Manager of Communities and Commercial Enterprises and Land Investigation Officer has consulted with Queensland Government, Local Government Association of Queensland, CTC and QShelter in the development of the draft strategy.

Further consultation will occur with local stakeholder groups.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil implications

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil implications

ASSET MANAGEMENT IMPLICATIONS

Nil implications

REPORT

The South Burnett Council Local Housing Action Plan is a non-statutory plan and 'living document' prepared under the Queensland Housing & Homelessness Action Plan 2021-2025 (Action 5) to support local housing outcomes. This Local Housing Action Plan is not the same as a Housing Strategy under the State Planning Policy, or a housing study, but may inform statutory documents like a planning scheme.

This Local Housing Action Plan is developed through a joint initiative involving the Queensland Government, South Burnett Regional Council (SBRC) and the Local Government Association of Queensland (LGAQ) to respond to a range of immediate, emerging, and longer-term housing challenges in the South Burnett local government area.

This is an iterative process that does not intend to duplicate existing actions of Council or the actions under the Queensland Housing Strategy 2017-2027 or the Housing and Homelessness Action Plan 2021-2025. It seeks to identify opportunities, consider an agreed response, develop targeted actions on key priorities and enable ongoing review of effort to adapt and respond to changing need.

With the current housing crisis continuing in the region, we recommend community consultation from key stakeholder groups including but not limited to CTC, QShelter, Regional Housing Ltd and Councillors to review and provide input and feedback on the draft plan from the various industry perspectives prior to its completion and submission to a later council meeting for adoption of the final report.

ATTACHMENTS**1. Local Housing Action Plan 2023**

South Burnett Regional Council Local Housing Action Plan 2023





Contents

1. Introduction	4
2. Approach and Methodology	5
3. Key Facts	6
4. Key Characteristics of South Burnett	8
4.1 Demographic Characteristics	8
4.1.1 Population	8
4.1.2 Age.....	9
4.1.3 Household Composition.....	10
4.1.4 Family Composition	10
4.1.5 Family Incomes.....	11
4.1.6 Migration	12
4.1.7 Other Characteristics	12
4.2 Housing Characteristics	13
4.2.1 Housing Structure Type	13
4.2.2 Housing Ownership	13
4.2.3 Land Sales	15
4.2.4 New Land.....	15
4.2.5 Established Housing Sales	15
4.2.6 New Housing.....	16
4.2.7 Renting.....	16
4.3 Housing Need.....	17
5. Key Focus Areas	18
5.1 Development Areas.....	18
5.2 Private Rental Market.....	18
5.3 Private Sales Market	19
5.4 Social Housing	20
5.5 Aged Persons Housing.....	20
5.6 Government Employee Housing	21
5.7 Cohort Specific Housing.....	21
5.8 Short Term Accommodation	22
6. Response Opportunities	23
6.1 Existing Initiatives	23
6.2 Actions.....	24
6.2 Next Steps.....	26



Acknowledgement



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1. Introduction

This Local Housing Action Plan (the Plan) is developed through a joint initiative involving the Queensland Government, South Burnett Regional Council (SBRC) and the Local Government Association of Queensland (LGAQ) to respond to a range of immediate, emerging, and longer-term housing challenges in the South Burnett local government area.

This is an iterative process (see Figure 1) that does not intend to duplicate existing actions of Council or the actions under the Queensland Housing Strategy 2017-2027 or the Housing and Homelessness Action Plan 2021-2025. It seeks to identify opportunities, consider an agreed response, develop targeted actions on key priorities and enable ongoing review of effort to adapt and respond to changing need.



Figure 1: The Local Housing Action Plan Iterative Process

The Plan aims to:

1. **develop agreed priority actions** to respond to housing need in the local government area.
2. **establish strong foundations for longer-term housing responses** to assist housing and homelessness outcomes in the local government area into the future.
3. **incorporate existing information and plans** that assist with developing responses to housing need and acknowledge work already completed by SBRC, state agencies, private and not-for-profit organisations; and
4. **facilitate targeted interaction between all parties through agreed actions** to ensure a focus on deliverables and projects that can improve housing responses in the short and longer-term.



2. Approach and Methodology

The Plan provides an overview of key community and housing characteristics, and emerging issues related to housing in the community and identifies a targeted initial set of priority actions to respond to housing need. It has been developed through a review of a range of supporting documentation including:

- South Burnett Regional Planning Scheme 2017.
- South Burnett Regional Development Strategy 2021-2026.
- Statistical data from the Queensland Government Statisticians Office, including Census and other data sets such as building approvals, rental market data and housing approvals.
- Housing needs data from the Department of Housing and other state agencies as required.
- The Queensland Housing Strategy 2017-2027 and the Housing and Homelessness Action Plan 2021-2025.
- Other local data and information such as RAI reports.

Emerging issues and opportunities, key challenges and potential responses have been developed from the review of a range of data sets, anecdotal feedback, and preceding engagement opportunities with Council and other stakeholders.



3. Key Facts

The SBRC area is located within the Wide Bay Burnett Region of South-East Queensland. The area encompasses a total land area of about 8,382 square kilometres and a population of 33,831. The SBRC area is predominantly rural, with a township at Kingaroy, smaller townships at Murgon, Nanango and Wondai, Proston and villages at Benarkin, Blackbutt, Dulong, Hivesville, Kumbia, Maidenwell, Memerambi, Tingoorra and Wooroolin. The extent of the region is shown in Figure 2.

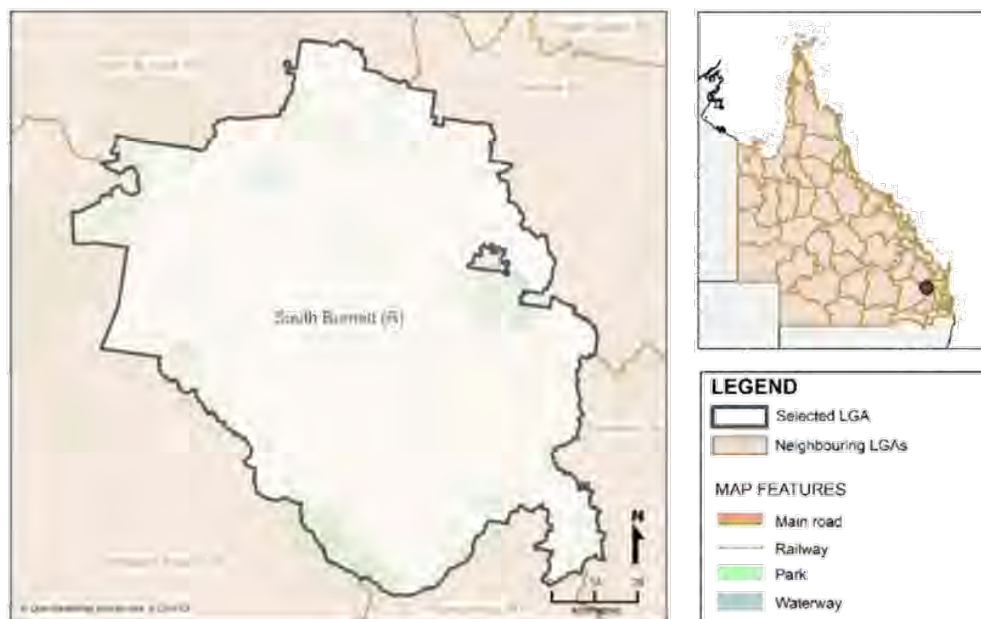
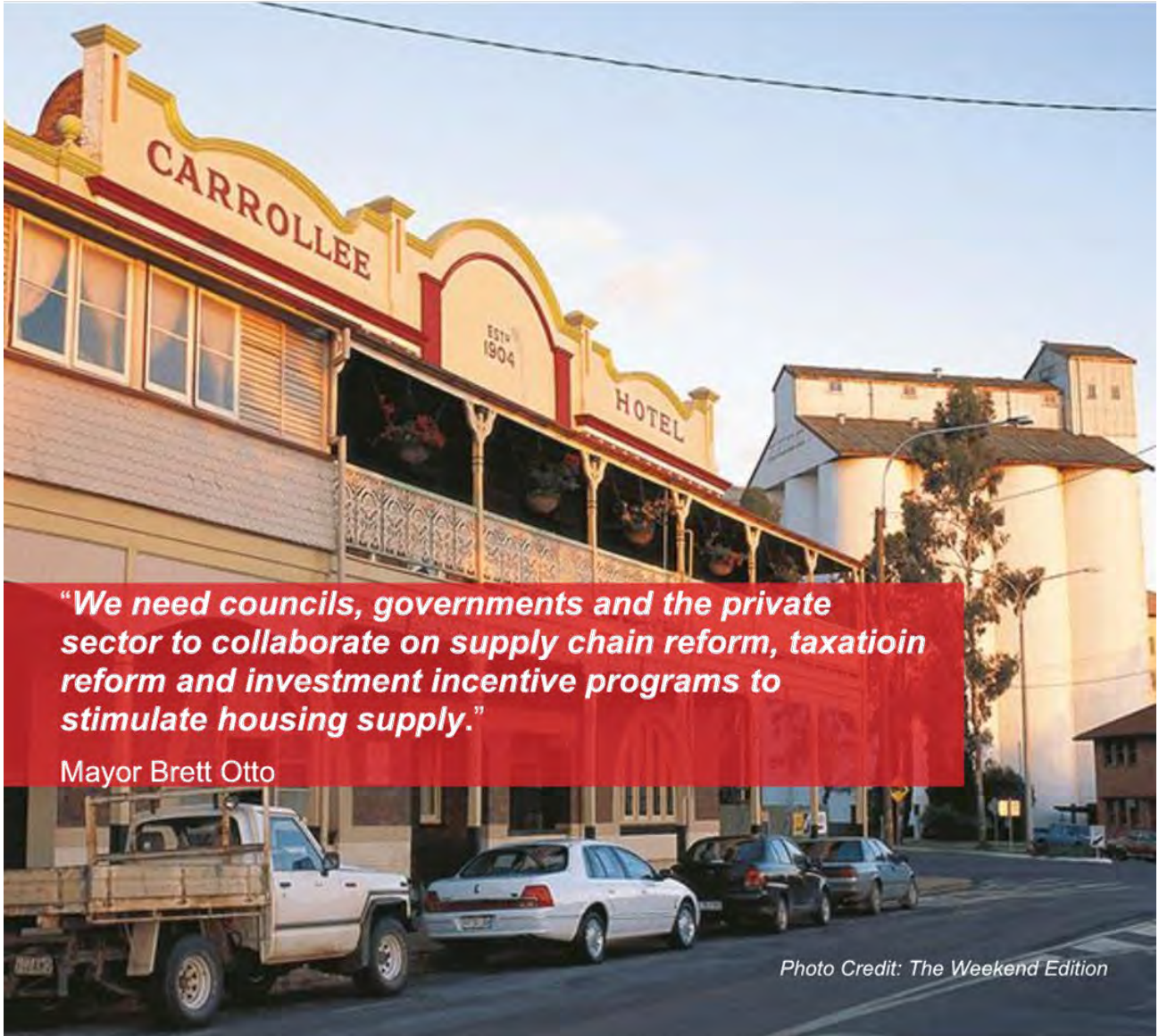


Figure 2: Map of South Burnett Region LGA ¹

Rural land is used largely for agriculture, particularly cattle grazing, and crop and cereal growing. Manufacturing, timber production, viticulture, coal mining and electricity generation are also important industries. The key employment sectors in the South Burnett (R) LGA are health care and social assistance sectors (accounting for 15.3% of employees), agriculture forestry and fishing (11%), education and training (10.7%). Goods-related and Household services comprise 73.6% of employment in the region. Unemployment is near double the national average at 6.6% which is down from 12.3% in September Quarter 2020. With 25.9% of the population aged over 65 years, and the large number of residential care places (301), the health care and social assistance industry provides 2,004 jobs.

The main agricultural industries are cattle grazing and crop and cereal growing (including peanuts, navy beans, maize and dubosia). The main health care facility in the region is Kingaroy Hospital with small public hospitals at Murgon, Nanango and Wondai. The main retail area is the Kingaroy township, with smaller retail areas in the townships of Murgon, Nanango and Wondai, and various small villages. Educational facilities are provided at TAFE Queensland Wide Bay Burnett (Kingaroy Campus) and numerous schools from Prep to year 12. The most significant industrial areas are located in the south at the Tarong and Tarong North Power Stations and nearby Meandu Mine, with smaller industrial areas in the townships of Kingaroy, Murgon and Wondai. Kingaroy is situated on the traditional lands of the Wakka Wakka peoples.

¹ Queensland Regional Profiles – South Burnett LGA (ASGS 2021) – 27 June 2023.





4. Key Characteristics of South Burnett

4.1 Demographic Characteristics

Demographic data for the South Burnett Local Government Area are based on Australian Bureau of Statistics (ABS), Australian Statistical Geography Standard (ASGS), July 2021 and is primarily sourced from the Queensland Government Statistician’s Office (QGSO) Queensland Regional Profiles for South Burnett @ Local Government Area (LGA) (ASGS 2021). Where relevant, data comparisons are made to Queensland (State) data sets. References to ‘South Burnett’ will generally refer to the region rather than the locality unless specifically referenced. Statistics provided are based on available statistical data, where information from the 2021 Census is available, these figures have been included in this social baseline.

4.1.1 Population

The SBRC area encompasses a total land area of about 8,382 square kilometres and a population of 33,831. The region has seen an average population growth rate of 0.7% over the past five years and 0.5% over ten years, which is significantly lower than the state average of 1.5% and 1.6% for the same periods. The population surge anomaly in 2020-21 (as shown in the Figure 3 below) can be largely attributed to COVID-19 and its positive migration influence into regional areas. 6.2% of the population identified as Aboriginal and/or Torres Strait Islander.

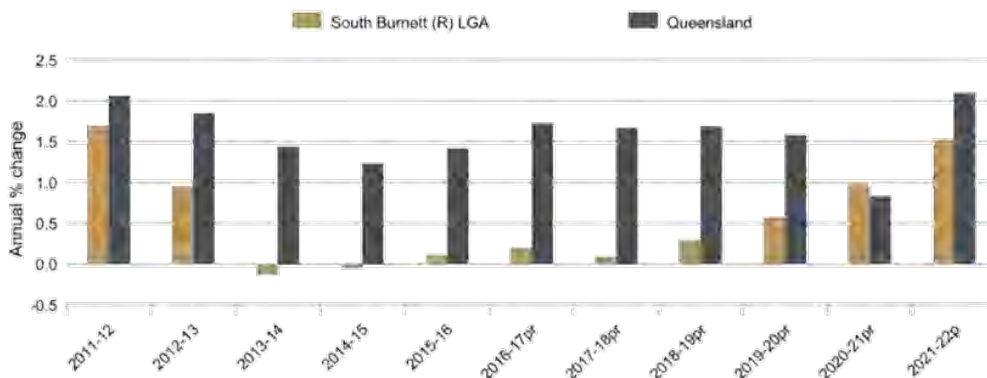


Figure 3: Estimated resident population growth South Burnett LGA vs QLD²

² Queensland Regional Profiles – South Burnett LGA (ASGS 2021) – 27 June 2023.



4.1.2 Age

As of 30 June 2021, 25.9% of the population was aged 65 years and over (see Figure 4) which is significantly higher than the state average of 16.6%³. The median age has increased by 6.1 years since 2011 to be 47.9 years. This is substantially higher than the State average of 36.6 years.

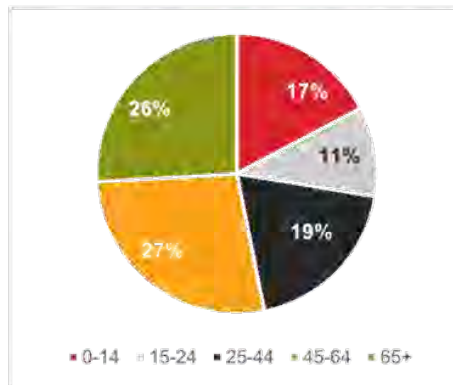


Figure 4: Age Breakdown - South Burnett (R) LGA as of 30 June 2021.⁴

Age projections show that the region will expect to see the median age rise to 49.3 years by 2026,⁵ representing a continued growth in the older persons population. Looking beyond 2026, projections to 2046 demonstrate an overall significant growth in the aging population, well beyond the forecast for the rest of Queensland (see Figure 5).

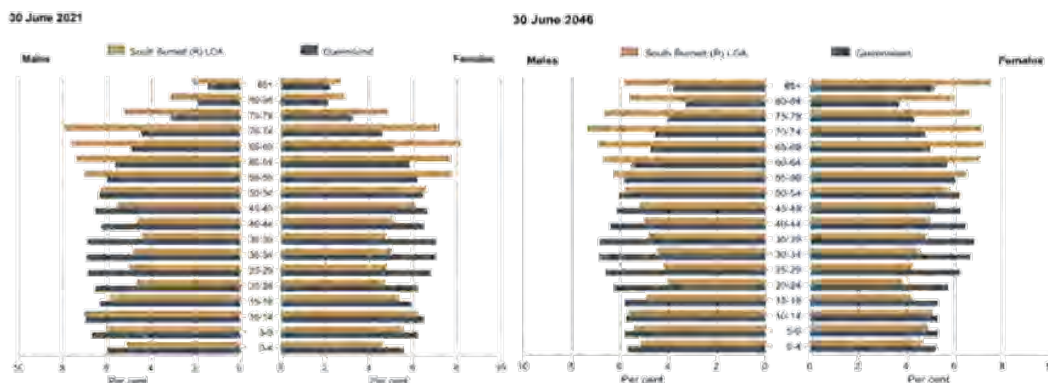


Figure 5: Projected Population Growth from 30 June 2021 to 30 June 2046.⁶

With this gaining population, there is an immediate and future need for homes that cater to an older demographic across the region. Notably, there will be a need for more diverse range of housing stock that considers accessibility and connection to services. Additionally, as this proportion of the population seek these alternative forms of housing, this will make more traditional family homes available.

³ Australian Bureau of Statistics, 2021 Census, South Burnett (LGA 36630)
⁴ Queensland Regional Profiles – South Burnett LGA (ASGS 2021) – 27 June 2023
⁵ Queensland Regional Profile – South Burnett (ASGS 2021) – 27 June 2023
⁶ Queensland Regional Profiles – South Burnett LGA (ASGS 2021) – 27 June 2023



4.1.3 Household Composition

As of the 2021 census, there were 12,685 households in the South Burnett. The predominant household composition type for the region are one family households, representing 65% of the households (see Figure 6). The second largest proportion of households are comprised of lone person households (30%). The average household size within the region sits at 2.3 persons. Therefore, average household composition means there is an opportunity to deliver a higher density type accommodation.

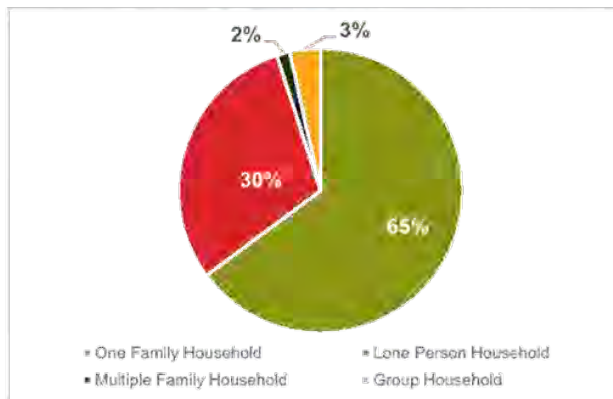


Figure 6: Household Composition as of 30 June 2021⁷

4.1.4 Family Composition

As of the 2021 census, there were 8,604 families within the South Burnett region. When looking at the family composition, almost half (49.4%) were couples with no children, followed by couples with children (31.6%) with one parent families (17.2%) representing the remainder (see Figure 7). The average family size in the South Burnett is 2.8 persons.

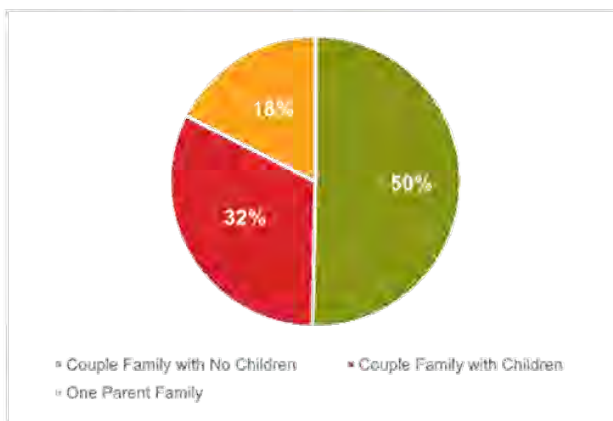


Figure 7: Family Composition in the South Burnett region⁸

Understanding the family composition within the region, paired with the aging demographic, there will be a need for a more diverse range of housing stock to cater for the diverse needs of the population.

⁷ Queensland Housing Profiles – South Burnett Region LGA (ASGS 2021) – 27 June 2023

⁸ Queensland Housing Profiles – South Burnett Region LGA (ASGS 2021) – 27 June 2023



4.1.5 Family Incomes

The median weekly household income within the region is \$1,045 per week (see Figure 8). 60% of households earn less than \$1,000 per week and with the median mortgage repayment being \$1,083, home ownership is a challenge within the region. In comparison, the rental market traditionally sat more comfortably with family earnings, however recent surge in rents has created increased pressure on households.

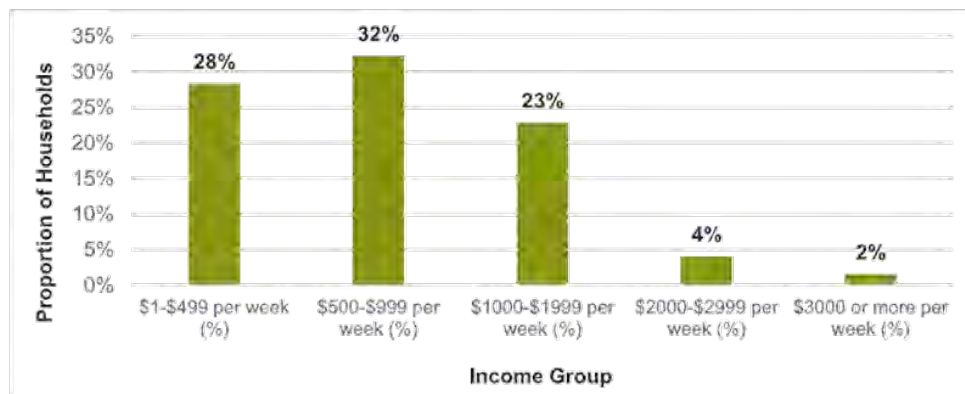


Figure 8: Weekly household income in South Burnett Region⁹

Figure 9 below, sourced from the Socio-Economic Indexes for Areas, further demonstrates the larger population within the South Burnett that are most disadvantaged (59.9%). In comparison, only 2.3% of the region's population sits within the least disadvantaged segment.

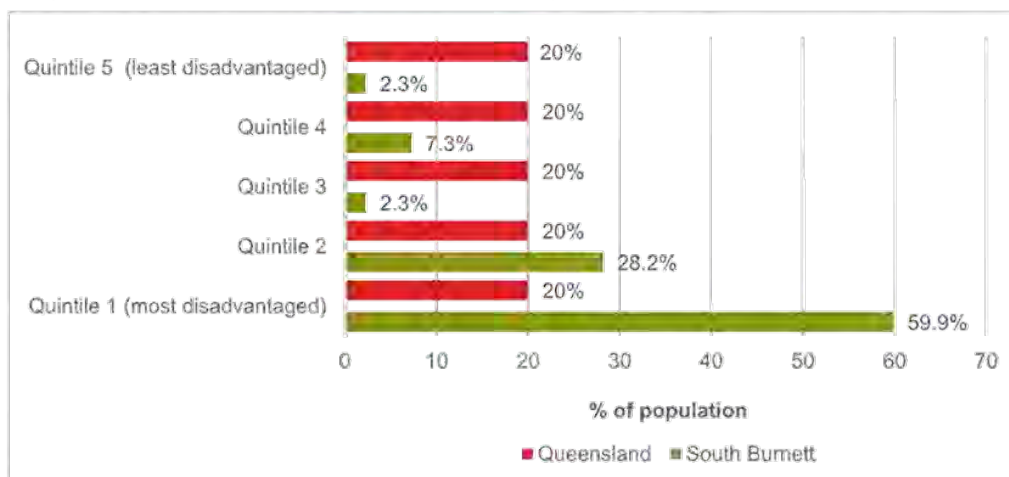


Figure 9: Socio Economic Indexes South Burnett LGA vs QLD¹⁰

It is important to note that the index shown above focuses on low-income earners, relatively lower education attainment, high unemployment and dwellings without motor vehicles. Low index values represent areas of most disadvantage and high values represent areas of least disadvantage.

⁹ Australian Bureau of Statistics 2021 Census of Population and Housing – South Burnett LGA.

¹⁰ Australian Bureau of Statistics 2021, Population and Housing Socio-Economic Indexes for Areas (SEIFA) (Queensland Treasury Edition).



4.1.6 Migration

Migration as of census night (10 August 2021) shows 14.7 % of the population has migrated to the region in the past year and 10.7% of the population has migrated to the region from overseas in the last 5 years. These percentages are slightly lower than the whole of Queensland statistics. 9.7% of the regions' population was born overseas which is significantly lower than the whole of Queensland at 22.7%.

4.1.7 Other Characteristics

There's an array of varying factors that contribute to the social fabric of a community. These include cultural diversity, language, religion, employment and income and assistance requirements.

First Nations

The South Burnett Region has 6.2% of people (2,045 persons) that identify as Aboriginal and/or Torres Strait Islander. This is higher than rest of Queensland at 4.6%¹¹.

Cultural Backgrounds

Australia was the most common country of birth with 80.4% not born overseas compared to rest of Queensland being 71.4% Australian born. Approximately 5.6% of the population within the region were born in countries with an English-speaking background (UK, Ireland, Canada, USA, South Africa and New Zealand). The top five non-English speaking countries of birth include the Philippines, Germany, Netherlands, India and Taiwan.¹²

Health and Disability

Over a third of the region's population have long term health conditions (36.6%) representing 12,070 persons in total. Of this group, 1,949 persons (5.9%) have three or more long-term health conditions. This proportion of population is higher than Queensland's overall total of 28.8% with long term health conditions and 3.3% with three or more long term health conditions. Disability is at 10% in South Burnett Region which equates to 3,287 persons need assistance with a profound or severe disability. This is significantly higher in comparison to Queensland total of 6%¹³. Overall, the South Burnett region has a significant population requiring health and disability services.

Unemployment

As of March 2023, the unemployment rate in the South Burnett region was sitting at 6.6%. This represents 964 persons in the region and is a much higher rate than the Queensland average of 3.8%.¹⁴

¹¹ Queensland Regional Profile; Resident profile: South Burnett LGA (ASGS 2021).

¹² Queensland Regional Profile; Resident profile: South Burnett LGA (ASGS 2021).

¹³ Queensland Regional Profile; Resident profile: South Burnett LGA (ASGS 2021).

¹⁴ Queensland Regional Profile; Resident profile: South Burnett LGA (ASGS 2021).



4.2 Housing Characteristics

4.2.1 Housing Structure Type

Single detached dwellings (separate houses) are the dominate housing type in the region representing 93% of total housing stock (see Figure 10), significantly higher than the Queensland (sitting at 74.8%). In comparison only 2% of stock is semi-detached and 4% are apartments.

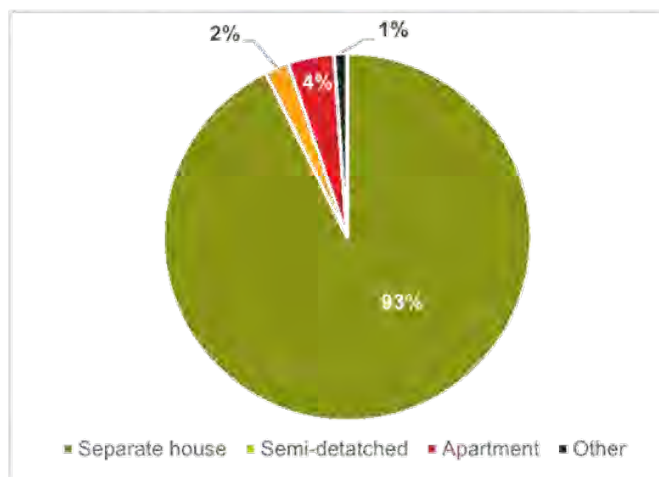


Figure 10: Housing Structure type in South Burnett¹⁵

This, paired with the key demographic data, potentially illustrates a huge gap in the housing stock to provide alternative options (such as semi-detached homes) to meet the need within the region. Additionally, as separate houses have been the traditional housing option in the region, there is a perceived risk, both within the community and industry, to develop alternative housing types in the region.

4.2.2 Housing Ownership

Based on an unpublished analysis completed by the Australian Institute of Health and Welfare (AIHW) of the 2021 census data, home ownership has been decreasing steadily since 1971. This is particularly true for younger Australians in the region with home ownership rates declining significantly for this group (see Table 1).

Table 1: Change in Ownership Rates for young Australians/ persons in the region.

Age Bracket	Home Ownership Rate in 1971	Home Ownership Rate in 2021	Difference Between 1971 to 2021
25-29 years	50%	36%	-14%
30-34 years	64%	50%	-14%

It is important to note that home ownership rates have also gradually decreased between 1971 and 2021 among people nearing retirement.

¹⁵ Queensland Housing Profiles – South Burnett Region LGA (ASGS 2021) – 27 June 2023



Figure 12 below provides a snapshot of the home ownership trends between 1994-95 and 2019-20 for Australia. Since 1994-95, State and Territory housing authority rentals have steadily and continuously declined. Additionally, the trends show that there are almost as many households renting in the private rental market as homeowners without a mortgage.

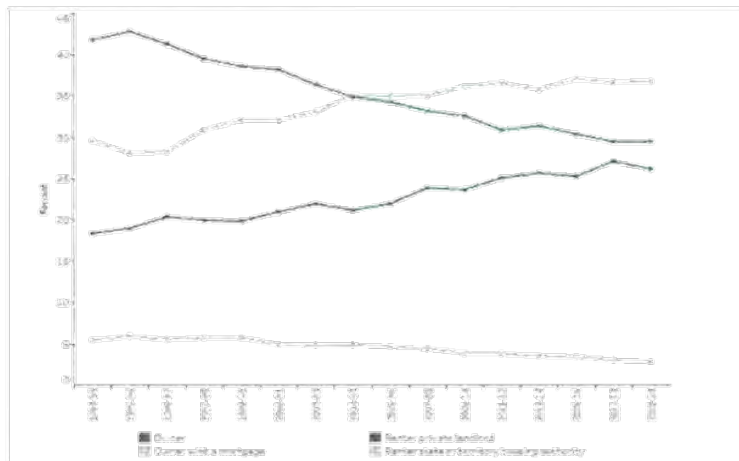


Figure 11: Proportion of households by housing tenure type, 1994-95 to 2019-20.¹⁶

Since 1994-95, home ownership rates for the 50–54 age group has fallen from 80% to 72% (by 8 percentage points) over 25 years (see Figure 13). The trends identify that home ownership rates have been consistently lower for succession birth cohorts than older groups.

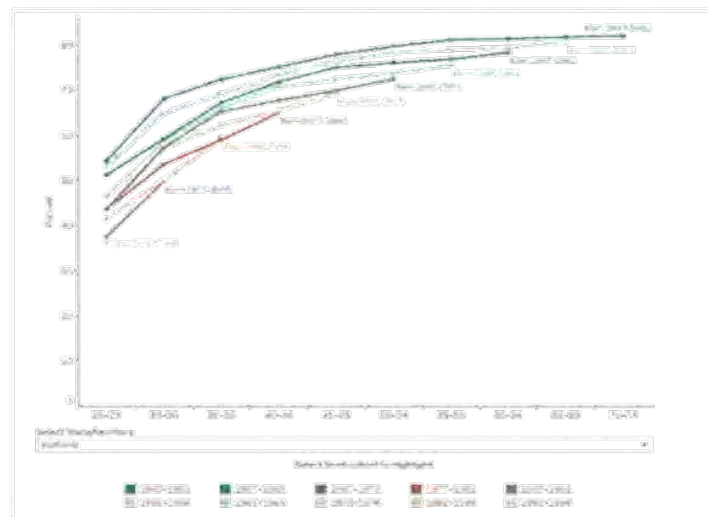


Figure 12: Home ownership rate by birth cohort and age group¹⁷

¹⁶ Australian Institute of Health and Welfare, Analysis of ABS Data 2022.

¹⁷ Australian Institute of Health and Welfare, Analysis of ABS Data 2022.



4.2.3 Land Sales

Records indicate that only 55.4% of all vacant land sales were residential revealing a strong appetite for rural residential allotments. The number of vacant allotment sales decreased from previous years which would typically reflect a decrease in demand, however the strong price increase in the past two years may indicate a 'scarcity premium'. Table 2 below provides more detail on the sales in the region in the past year.

Table 2: Land sales in the South Burnett region between 2021-2022

Land Category	Number of Sales	Average Land Size	Average Sale Price	Cost per m ²
Residential <2,500m ²	77	1,214m ²	\$72,896	\$60/m ²
Rural Residential >2,500m ² and < 22,000m ²	62	13,921m ²	\$149,040	\$11m ²

4.2.4 New Land

There have been 60 residential lot registrations in the 12 months between 31 March 2022 and 2023. 50 of these have a land area of between 2,500m² to 5 hectares with the 10 remaining lots having a land area less than 2,500m². The high proportion of rural residential allotments has been attributed to development viability (reduced costs due to less services) which has made residential subdivision development economically unfeasible in recent years. This supports the need to find solutions on how to make it economically feasible to service these rural allotments to support residential development.

4.2.5 Established Housing Sales

The South Burnett region's median residential sale price was \$310,000 for 2022 with a recorded 979 dwelling sales. There were 60 residential unit sales in the same period with a median sale price of \$226,250. The number of unit sales is relatively high given the disproportionately low number of units in the local region which indicates strong demand for this housing type. Figure 14 below shows the significant spike in price from June 2021 to December 2022, which could indicate sales have risen due to housing shortage in the market.

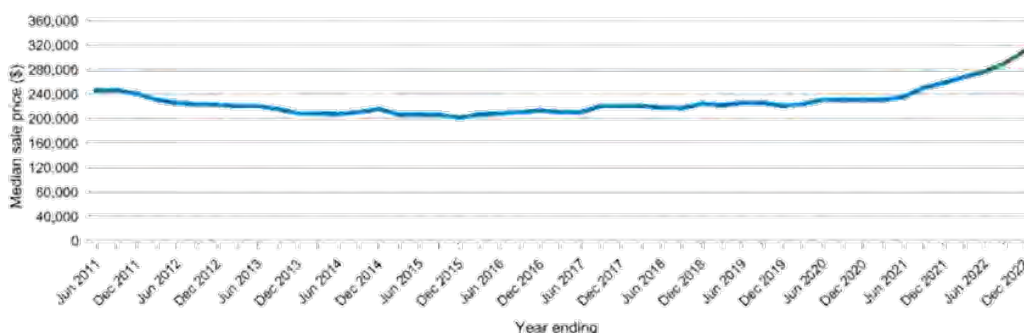


Figure 14: Median Value of Residential Dwelling Sales, South Burnett Region LGA¹⁸

¹⁸ Department of Resources, Office of the Valuer-General Property Sales (Dec 2022).



4.2.6 New Housing

New housing approvals in the region in the twelve months to July 2023 indicate 101 new approvals and 15 applications under assessment. Figure 15 below shows a 5-year trend. It shows that in June 2021 it was as its highest peak then falling back down in February 2022 and turbulent crashing again in December 2022 and picking back up in February 2023. Therefore, the recent peak in approvals could signify that a pipeline of housing may be delivered if the right economic factors are in play, such as cost of building is feasible, infrastructure to support residential development and builders.

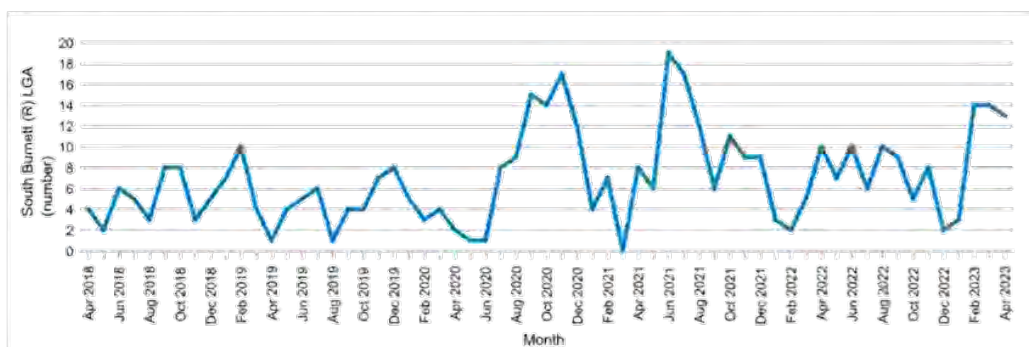


Figure 15: Number of residential building approvals, South Burnett Region LGA April 2018 to April 2023. ¹⁹

4.2.7 Renting

The median rent for a 3-bedroom house was \$350 per week, with 585 rental applications lodged during 2022. The region has a vacancy rate of 0.4%²⁰. Kingaroy township revealed the highest average rental of \$380/week for a house and \$300/week for a unit. The demand for units was stronger in all areas despite them comprising 32.5% of the total available listings and a meagre 4.1% of overall housing in the region. Between 1999–00 and 2019–20, the percentage of Australian households that rent their home from a state or territory housing authority decreased from 6% to 3%.

Locally sourced data combined to reveal an average rental price of \$350/week for a house and \$288/week for a unit. Recent evidence sourced from local agents indicates current rentals for typical 4 bed/2 bath/2 garage project homes to be in the range of \$450-\$550/week, indicating a continued increase in rental prices (see Figure 16).

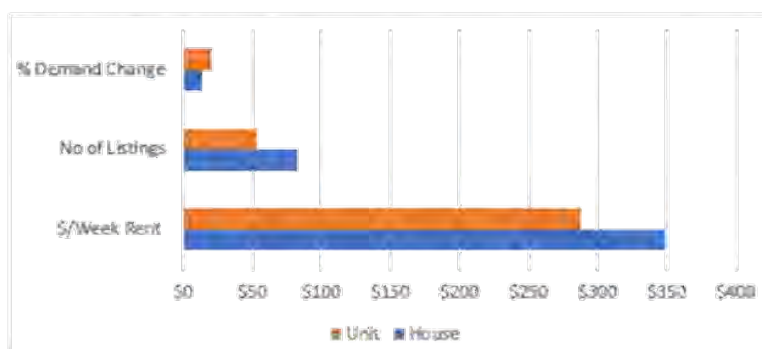


Figure 16: SBRC Area Weekly Rental /Annual Listing / Demand Change.²¹

¹⁹ ABS various data sets from 2018 to 2023, Building Approvals Australia (various editions).

²⁰ Real Estate Institute of Queensland, rental data 2023.

²¹ Locally sourced rental data from estate agents.



4.3 Housing Need

According to the 2021 census data, there are over 1,300 people in the South Burnett region who are identified as being in housing stress (Figure 17). Within this group there are 101 people within the region who have been classified as being of 'very high need' for housing.



Figure 16: SBRC Area Weekly Rental /Annual Listing / Demand Change

There are 12,685 households in the South Burnett region with 92.4% being single detached dwellings. One family households make up the majority at 64.9% with lone person households comprising 30.2%.

A housing needs analysis will identify changing and emerging housing needs in the region. The recent COVID-19 pandemic has had an impact on markets in recent years and influence housing use trends. Community changes, local economic and social variations along with population and migration trends may influence housing requirements into the future.

Demand is exceeding supply in all facets of housing needs at present in the region. A co-ordinated, responsible, strategic and innovate solution is required to promote supply. The region faces some unique challenges compounded by an older population, increased net migration, traditionally low rental supply, high project worker fluctuations, very high proportion of significantly disadvantaged socio-economic population and a large population living alone in traditional single unit dwellings.

The types of dwellings Australians live in has changed over time. The proportion of households occupying separate houses has decreased in the past 25 years, from 76% of all households in 1996 to 71% in 2021, offset by increases in semi-detached and townhouse households. In 2021, around 13% of households lived in semi-detached row or terrace and townhouses, up from 8% in 1996. Around 15% of households lived in flats or apartments in 2021, an increase from 13% in 1996.²² Traditional housing structures have a long economic and functional life and have been almost exclusively low density single detached dwellings of 3-4 bedroom configuration in the region (92.4% compared to national average of 71%). There has been a substantial increase of residential unit, semi detached and townhouse households in Australia, however the South Burnett region is stagnant at 4%, well below the national average of 15%. This increased density reduces the demand for new land and provides in-fill opportunities and recent sales and rental data indicate market acceptance for this style of housing.

²² Australian Bureau of Statistics 2001 and 2022



5. Key Focus Areas

Areas of focus have been determined through a review of existing data and engagement with stakeholders as identified in the methodology. These focus areas will be considered when identifying and prioritising actions.

5.1 Development Areas

Council has limited lots of serviced land available for housing. Two available allotments have recently been transacted to an affordable housing organisation to be developed to housing. Numerous un-serviced Council allotments are potentially surplus but not 'development ready' or suitable for housing development. Council is continually investigating land use, development, and feasibility with a view to identifying surplus land that may be repurposed to housing and/or social support uses.

Council currently own 33 residential units and 3 single unit dwellings in Nanango township and 2 single unit dwellings in Murgon Township. These are predominantly rented to the public with 1 unit occupied by a current employee and two units currently being refurbished to be utilised for employee accommodation on completion.

Response Opportunities

Understanding the needs of the region, the below response opportunity has been identified to potentially address development areas:

- Opportunity for Council to partner with key stakeholders and State to work together on key actions that need to be implemented to support housing delivery on Council land, which can be utilised to deliver a range of housing accommodation.

5.2 Private Rental Market

Almost all local government areas in Queensland are considered to have 'tight' rental markets (characterised by a vacancy rate under 2.5%). Over three quarters of Queensland local government areas (77%) have vacancy rates under 1% as at March 2022. The rental vacancy rate (as of August 2022) was 0.4% with agents reporting no improvement in supply in the interim.

Net migration to the region surged in 2020/21, which was driven by various factors including COVID-19, relatively affordable house prices and rental levels, low interest rates and the recent emergence of increased social assistance services. This has been compounded by an influx of workers for major projects predominantly in the renewable energy or related sectors.

This surge in demand has not been alleviated by new home construction and new lot registrations. These have remained historically below Queensland average and the lag for new development to be market ready has stalled growth in the region. This high demand and limited new supply have concentrated the market and created value/cost increases in both sale and rental prices. This in conjunction with recent changes to rental tenancy laws has encouraged investment owners to dispose of residential investments.

Recent evidence indicates that out of the investment properties that have transacted in the region, the majority have transacted to owner occupiers and have been removed from the available rental housing system, thus depleting net rental stock. This trend along with increased worker accommodation demand from major renewable energy projects in the region and other worker schemes such as the PALM scheme have reduced rental availability to negligible levels and created a rental housing crisis.



Response opportunities

Understanding the needs of the region, the below response opportunities have been identified to potentially address private rental market demand:

- Identify market opportunities that can be accelerated and housing projects that can commence construction in the short to medium term.
- Identify available land and look at flexible and innovative housing options to reduce availability lag time.
- Investigate crisis accommodation options and develop flexible and innovative accommodation options to be able to adapt to the changing supply needs.
- Future planning and investment required from major projects stakeholders to lessen the surging effect of worker influx associated with the construction phases of major projects.
- Continually identifying supply opportunities to address the ongoing demand.

5.3 Private Sales Market

There has been a significant decline of new residential land stock being market ready in the past decade in the region. There is available land in the region, however, is not residential development ready due to requiring services such as trunk infrastructure. Primarily, the most significant factor is development and holding costs exceeding net realisable value, thus creating an economically unviable environment for residential development in the region. The market has adapted creating a very high proportion of rural residential allotments, which have lower development cost, less services and historically good market acceptance.

Cost escalation issues have plagued the residential construction industry in recent years due to several factors including continual cost increases, limited supply of construction materials and skilled labour shortages. This has created an extended and potentially unquantifiable lag time to project completion and potential overcapitalisation risks which have been viewed negatively in the regions' marketplace.

The established housing market has experienced strong demand which has resulted in increased sale prices across the region. There has been a higher proportion of unit sales relative to supply indicating an appetite for alternative housing solutions apart from the traditional detached single unit dwelling. The disproportionate distribution of housing types and lack of diversity may restrict the regions' growth in the future.

Response opportunities

Understanding the needs of the region, the below response opportunity has been identified to potentially address the demand:

- Council to promote housing diversity and alternate housing models and continue to encourage investment in the region.



5.4 Social Housing

There is a high demand for social housing across Queensland and allocations are focused on supporting households with the highest need. Weekly median household incomes in the South Burnett are \$1,045 compared to the Queensland median of \$1,675. There are currently 267 social housing dwellings (39 provided by Community Housing) in the region.

It is understood that the registered social housing demand with very high need as a first preference is 101 and further 3 with lower rated preferences²³. Interviews with local stakeholders indicates that some community members may have withdrawn from making application for social housing until they are aware of houses becoming available.

With over 104 applicants on the waiting list and the average applicant having 1.55 people in the household as part of the application, there are currently over 383 people living in overcrowded situations and 119 sleeping rough (census, 2021). It is understood that there have been 19 people on the waitlist for over 3.08 years.

The ageing and very high proportion of severely socio-economically disadvantaged population in combination with low family incomes creates high demand for social housing.

Council estimates that there is an immediate need for a further 140 social housing dwellings.

Response opportunities

Understanding the needs of the region, the below response opportunity has been identified to potentially address the demand for social housing:

- Significant, strategic, diverse and immediate future investment is required in the region to mitigate the ongoing housing crisis.

5.5 Aged Persons Housing

Currently there are 11 aged care services which offer 301 residential places. There are no home or restorative care places within the region. As of 10 August 2021, 52.8% of the population suffered from a chronic health condition.

Given the ageing population and the higher-than-average proportion of elderly in the region and the disproportionately high percentage of lone person households (30.2%) there is a looming requirement for increased aged care places and transitional and alternative housing and assisted living.

Response opportunities

Understanding the needs of the region, the below response opportunity has been identified to potentially address the demand for suitable housing for an aging population:

- Council to encourage investment in aged care, transitional housing and assisted living facilities.
- Endeavour to remove cultural perceptions to transitioning to more appropriate housing models.
- Partner with the local aged care sector to identify the financial and administrative restrictions preventing the transition from traditional single unit dwellings currently occupied by lone person households in the region.

²³ Social Housing Register at 30 June 2023.



5.6 Government Employee Housing

To employ appropriately skilled and suitable employees, employers are required to prioritise attraction and retention incentives such as housing when housing stock is limited, and the standards do not match accommodation expectations. Relocating an employee's family away from more populated areas creates stress, therefore availability of good standard housing assists in the transition and performance.

Currently SBRC does not supply any local government employee housing in the region. However, the lack of housing in the region has been noted as a major hurdle in attracting talent to council to fulfil a range of positions (as at 27 September, there were 11 job vacancies at council).

The State government supplies housing for government employees in government owned dwellings. The majority are provided for Police, Health, and Education. In addition, these departments provide "operational housing" for staff were located on operational sites e.g., police stations, hospitals, and schools. When there is not enough State supplied housing stock, State government workers also rent in the private market. Based on local knowledge and engagement with the community, Council estimates that there is a need for additional dwellings for ten new departmental staff that will need to be provided by GEH or the departments.

Although not specifically included in this Plan, it is important that another compounding factor to housing availability in the region is key worker accommodation. There are currently over 50 job vacancies in the region for key services such as youth workers, education providers, dentists, DFV support workers and counsellors. Challenges in attracting and retaining people to fulfill these roles will also centre around the availability of suitable homes, leaving the community without sufficient services.

Response opportunities

Understanding the needs of the region, the below response opportunity has been identified to potentially address the demand for government housing:

- There is a shortage of government employee housing in the region presenting an opportunity to work with the State in finding solutions on how more government employee housing can be delivered to meet current and future demand.

5.7 Cohort Specific Housing

With an expanding and diversifying population, the demand for specific cohort housing will likely increase within the region. There are a number of factors that are driving the need suitable housing including:

- Over a quarter of the population being over 65 years;
- 30% of the population living on their own;
- 93% of total housing being single unit dwellings
- Less than 3% social housing;
- 59.9% of the population being in the states' most disadvantaged quintile.

These factors combine to highlight the significant demand and need for all forms of cohort housing. Council will continue to work with community housing groups, government, and stakeholders to promote development to meet these and other specific housing needs. Based on this, the Council has identified that further investigation and need analysis should be conducted for:

- Crisis accommodation (noting vulnerable populations including persons under extreme financial stress, mental health challenges, homelessness and victims of domestic and family violence);



- Accessible accommodation (noting populations requiring specialist disability accommodation, suitable housing for elderly men and women as well as specific single room accommodation for women aged 55+);
- Affordable accommodation (for unestablished young families, lone person households and disadvantaged families)

Overall there is also a need for an improved standard of rental housing with improved efficiencies.

Response opportunities

Understanding the needs of the region, the below response opportunities have been identified to potentially address the demand for cohort specific housing:

- Council have the opportunity to continue working with State to address cohort specific housing and support people in need across the region.
- Council to advocate to the State Government for further investment in crisis accommodation for Domestic Violence and the Homelessness with wrap around services.

5.8 Short Term Accommodation

Crisis level demand on traditional housing in the region has spilled over and created unprecedented demand in the short-term accommodation sector. This sector has typically been visitor and tourist based; however, it now has an influx of semi-permanent and longer-term occupants.

There is evidence of above industry standard occupancy rates and increased tariffs in the past two years despite additional available rooms being added to the market in the region. Owner/managers advise full to near full occupancy and increased term occupancy trends. Major projects and worker accommodation including from workers schemes contributing somewhat to the increase rather than the more traditional tourism/travellers. Tourism and other industries in the region are reliant on short term accommodation availability to facilitate tourists/travellers.

Response opportunities

Understanding the needs of the region, the below response opportunities have been identified to potentially address short-term accommodation:

- Council to work with industry to explore opportunities to facilitate other diverse accommodation options for workers and longer-term occupants.





6. Response Opportunities

A Local Housing Action Plan enables engagement across all levels of government, and benefits from partnerships between private and not-for-profit organisations.

An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses can then be determined that provide flexibility in delivery and support each of the broad areas identified.



6.1 Existing Initiatives

The Council has already worked on several key initiatives to address the housing crisis to date and look forward to accelerating opportunities in partnership with the State. Some of the key activities and initiatives the Council has implemented include:

- Co-hosted the South Burnett Housing and Homelessness Forum on Friday 7 October 2022.
- Regional Housing Project
- South Burnett Regional Council Land Reviews
- Partnering with local not for profit advocates to secure funding for crisis accommodation and wrap around services.



6.2 Actions

The Council with the support of the Queensland Government through the Housing and Homelessness Action Plan 2021-2025 is committed to engage in the delivery of its initial Local Housing Action Plan through this set of actions, developed to target immediate to longer term housing responses. This is an iterative process, and these actions and target outcomes will seek to either create immediate benefit or to establish foundations that help respond to ongoing housing need.

Land and Development		Timeline
1.1	Council in partnership with State to investigate development opportunities in current townships to facilitate medium/high density dwellings on: <ul style="list-style-type: none"> • Council land • State Land • Identifying allotments for suitability to repurpose 	June 2024
1.2	Council to investigate underutilised parkland/reserves to deliver residential land to then develop and maintain partnerships with State and Federal Government to ensure collaboration on housing solutions and identification of appropriate funding.	June 2025
1.3	Council to investigate opportunities to develop relationships with private businesses investing in infrastructure in the region to implement housing solutions as part of the project deliverables.	June 2026
1.4	Council to advocate for an increase in short term transitional housing for youth that are unable to access the private rental market.	June 2026

Planning		Timeline
2.1	Council to acknowledge and plan for net migration and changing demography through planning scheme changes to facilitate greater housing diversity and need.	June 2025
2.2	Council to advocate the need for digital connectivity (NBN) when implementing new housing developments to also attract and retain workers who can flexibly work in the region.	June 2025
2.3	Council to complete actions of land use assessment and review.	June 2025
2.5	Council to consider opportunities to promote greater housing diversity in the region.	June 2025

Optimisation		Timeline
3.1	Council to undertake a trunk infrastructure capacity assessment for the region/specific townships.	June 2025
3.2	Council to promote safe, sustainable and efficient housing solutions that protect at risk tenants.	June 2025



○ Master planning		Timeline
4.1	South Burnett Regional Councils' Sport and Recreation Plan: Council to the complete review to identify parklands that compliment future multi-storey and duplex development.	June 2025

○ Supports		Timeline
5.1	Council to advocate to the State Government for further investment in crisis accommodation for Domestic Violence and the Homelessness with wrap around services.	June 2024
5.2	Continue to partner with and encourage community housing investment.	June 2024
5.3	Advocate for funding for the delivery of transition into tenancy programs.	June 2024
5.4	Council to advocate for appropriate wrap around services and infrastructure to support both social and physical growth of the region.	June 2024
5.5	Council to assist not for profit advocates to complete a needs analysis for cohort specific housing in the region.	June 2025

○ People in need		Timeline
6.1	Council to encourage investment to deliver more transitional style accommodation for older persons in the region to attract investment into vertically integrated Aged Care.	June 2025
6.2	Disability housing - Housing that accommodates all abilities and access to meet the needs of a growing disabled population	June 2025
6.3	Council to partner with the State to investigate the housing needs for State Government employees including QPS, Queensland Health and Department of Education.	June 2025
6.4	Independent Living (55+) Develop partnerships with community housing providers and the State Government to encourage investment in accommodation for 55+ Men and Woman seeking to downsize from existing accommodation but remain in independent living.	June 2025



Construction		Timeline
7.1	Long term Housing Investment Council to work with industry to transition temporary workforce housing solutions into longer term accommodation for the region.	June 2026
7.2	Partner with state government to investigate and introduce regional development incentive policies to attract residential development.	June 2025
7.3	Advocate for the construction of single room accommodation to support people over 55+ to downsize but retain independence.	June 2025
7.4	Work with new industries to develop housing strategies and solutions as part of their infrastructure investment in the region.	June 2024
7.5	Advocate to the State Government for assistance to landlords to increase the liveability, compliance and efficiency of rental accommodation.	June 2024

Capital solutions		Timeline
8.1	Council to identify opportunities to engage with existing and perspective private businesses to invest in housing solutions in the region.	June 2024

6.2 Next Steps

A working group of key representatives from South Burnett Regional Council, not for profit advocates and select State Government agencies will progress actions, review findings, report quarterly and develop future steps.

17.4 INFRASTRUCTURE CHARGES & PLANNING INCENTIVES

File Number: 25-10-2023
Author: Executive Assistant Liveability
Authoriser: Chief Executive Officer

PRECIS

Presented at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 2023 was a report regarding the Infrastructure Charges & Planning Incentives.

SUMMARY

13.3 INFRASTRUCTURE CHARGES & PLANNING INCENTIVES

COMMITTEE RESOLUTION 2023/1

Moved: Cr Kirstie Schumacher
 Seconded: Cr Kathy Duff

That the Committee recommends to Council:

1. That Council approve the extension to the Developer Incentive Scheme (DIS) for 2 years to 31 December 2025. The proposed 2-year extension provides a reasonable amount of time for developers to move the through the planning application process, and progress to a stage where a development can be implemented in time to take advantage of the reduction in charges available.

Description	Criteria
Effective Dates	1 January 2024 to 31 December 2025
Applicable Development	All development is eligible if located within the South Burnett Regional Council area
Infrastructure charges discounts	<ul style="list-style-type: none"> ▪ 50% discount for any commercial use or industrial activity; ▪ 50% discount for long-term employment generating development; ▪ 75% discount for Reconfiguring a lot for Residential development; ▪ 75% discount for Residential development; (excluding in the Rural Residential Zone) ▪ 100% discount for Residential development in the Rural Residential zone; or ▪ 100% discount for Rural or Tourist activity (eg. Short-term accommodation) in the rural zone.
Recommendation and Approval	Manager Environment and Planning recommends reduction in infrastructure charges, for approval by the Chief Executive Officer.
Infrastructure Agreement	Approval for Chief Executive Officer to enter into Infrastructure Agreement with applicant.

2. Approve the release of the forms and guidelines to support and promote the Development Incentive Scheme, as presented:
 - Fact Sheet – Development Incentives;
 - Application form;
 - Appendix A: Rules and procedures; and
 - Appendix B: Definitions
3. Council delegate to the CEO the power, under the *Planning Act 2016* (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount per Council policy under the Developer Incentive Scheme.

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

Against: Nil

CARRIED 5/0

OFFICER’S RECOMMENDATION

That

1. South Burnett Regional Council approve the extension to the Developer Incentive Scheme (DIS) for 2 years to 31 December 2025. The proposed 2-year extension provides a reasonable amount of time for developers to move the through the planning application process, and progress to a stage where a development can be implemented in time to take advantage of the reduction in charges available.

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Recommendation and Approval	Manager Environment and Planning recommends reduction in infrastructure charges, for approval by the Chief Executive Officer.
Infrastructure Agreement	Approval for Chief Executive Officer to enter into Infrastructure Agreement with applicant.

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

- Fact Sheet – Development Incentives;
 - Application form;
 - Appendix A: Rules and procedures; and
 - Appendix B: Definitions
3. Council delegate to the CEO the power, under the *Planning Act 2016* (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount per Council policy under the Developer Incentive Scheme.

BACKGROUND

Presented at the Infrastructure, Governance and Finance Standing Committee Meeting held on 11 October 2023.

ATTACHMENTS

Nil

17.5 APPLICATION FOR FUNDING UNDER THE SAFE PLACES EMERGENCY ACCOMMODATION INCLUSION ROUND

File Number: 19/10/2023
Author: Manager Facilities and Parks
Authoriser: Chief Executive Officer

PRECIS

Application for funding under the safe places emergency accommodation program, which contributes to the Department of Social Services' Outcome 4.1 Housing and Homelessness. This is for the building, renovation, or purchase of new or expanded emergency accommodation for women and children experiencing family and domestic violence (FDV).

SUMMARY

That Council apply for grant funding under the safe places emergency accommodation program for capital expenditure on construction of emergency accommodation for women and children experiencing family and domestic violence (FDV).

OFFICER'S RECOMMENDATION

That South Burnett Regional Council endorse the application for grant funding under the safe places emergency accommodation program to construct emergency accommodation for women and children experience family and domestic violence (FDV).

FINANCIAL AND RESOURCE IMPLICATIONS

There is a need for specialist services and accommodation for victims of family and domestic violence (FDV). This is particularly evident for first nations women, women and children with disabilities and from culturally and linguistically diverse (CALD) backgrounds. The recent Local Housing Action Plan for the SBRC area identified a lack of specialised services and cohort housing in the SBRC area.

The parcel of land Council allocates to this project would be held until an outcome on the grant application is announced. The value of the land parcel will be determined by an independent market valuation prior to grant submission.

LINK TO CORPORATE/OPERATIONAL PLAN

EC12 Develop and implement a plan that makes our regions towns "communities of choice" for people living with disability.

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

OR6 Implement consultative, responsible and sound project management practices.

IN10 Investigate options for leasing opportunities to not for profit groups and organisations.

OPL/01 Support community development and wellbeing through delivery of Council's Community Grants programme.

OPL/09 Advocate for and pursue opportunities for mental health and suicide prevention initiatives and projects that support community well-being.

OPL/20 Investigate partnerships between Council and service providers facilitating assistance for homeless persons.

OPL/23 Create a pipeline of 'shovel ready' projects that support asset management principles and liveability outcomes for the community.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Consultation has been held within internal sections for Council. Further consultation will occur with community organisations in the South Burnett region that provide support to Emergency Accommodation.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

Council to retain ownership and engage third party management in conjunction with local not for profit organisations and groups.

REPORT

Safe Places Emergency Accommodation is a capital works program funding the building, renovation, or purchase of new or expanded emergency accommodation for women and children experiencing family and domestic violence (FDV). Eligible applicants for the grant include Local government and incorporated associations.

Grant activities must provide new or expanded emergency accommodation for women and children leaving FDV and should be delivered in locations with high demand for emergency accommodation. Applications must show the unmet demand in these locations for emergency accommodation and the impact that providing accommodation for women and children leaving FDV will have.

\$90.9 million is available in grants over 4 years (2023-24 to 2026-27). Applicants are encouraged to source financial and in-kind contributions from other levels of government and private and philanthropic sources to maximise the benefits of the \$90.9 million available. No prerequisite contribution is required, however SBRC can provide a block of land as an in-kind contribution. Applications with financial or in-kind support are more likely to be preferred. The amount of funding awarded will be determined on a case-by-case basis depending on Government and program priorities.

The Local Housing Action Plan identified the distinct lack of specialised and cohort housing in the SBRC area. This grant presents an opportunity to assist some of the most vulnerable members of our region.

The opportunity exists to utilise and offer in kind the surplus council owned land in Murgon for the construction of a facility that complies with the grant conditions. For example, a triplex unit configuration comprising of two units and a supplementary unit constructed specifically for people with disabilities. The design would also incorporate additional safety and surveillance facilities to reassure and protect this vulnerable cohort.

Applications for the grant close on 14 November 2023 at 9:00pm.

ATTACHMENTS

1. **Safe Places Inclusion Round Grant Opportunities Guidelines**
2. **Safe Places Inclusion Round Consultation Findings**



Australian Government
Department of Social Services

Community
Grants Hub
Improving your grant experience



Safe Places Emergency Accommodation Inclusion Round

Grant Opportunity Guidelines

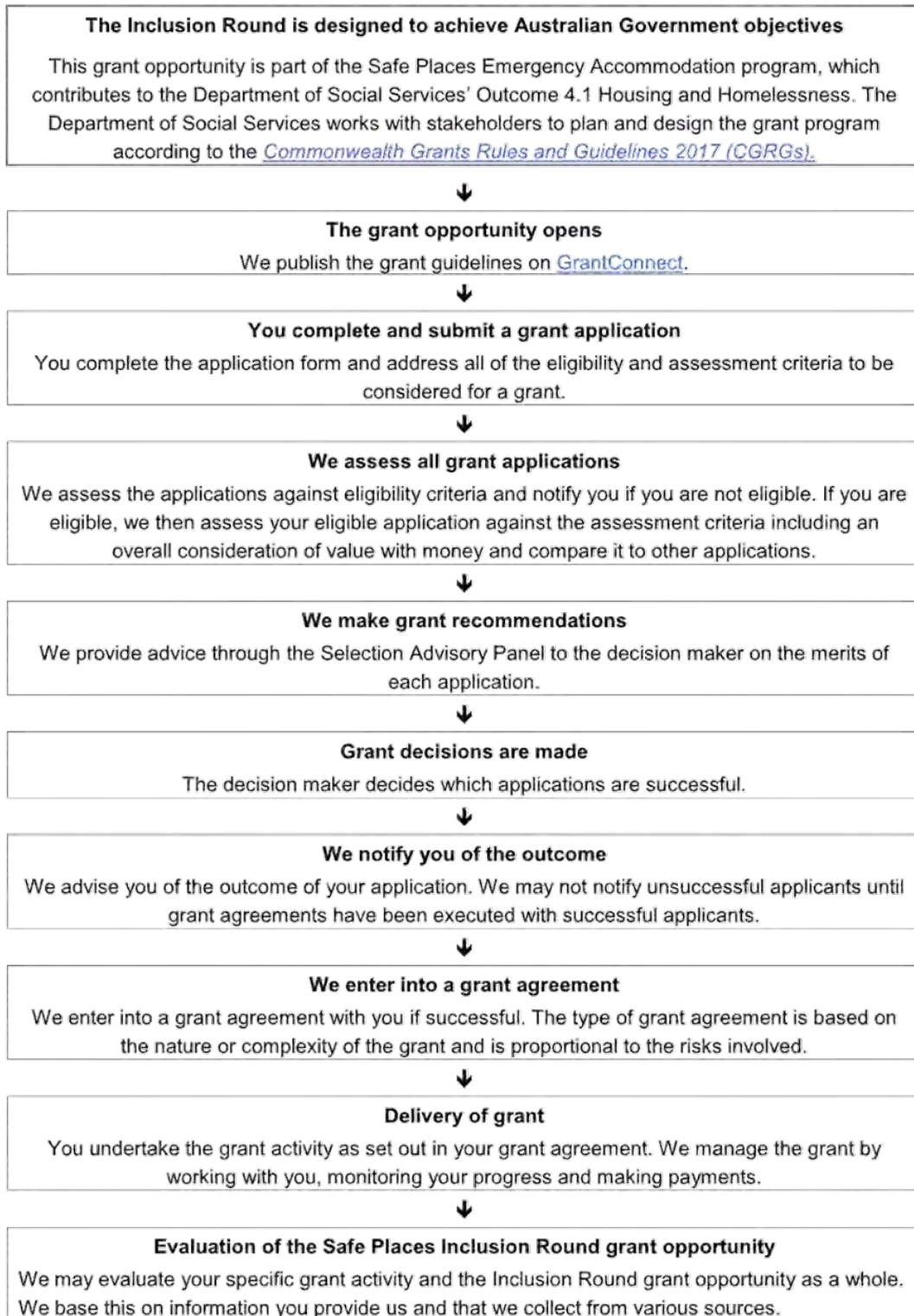
Opening date:	21 September 2023
Closing date and time:	9:00 PM AEDT on 14 November 2023
Commonwealth policy entity:	Department of Social Services
Administering entities:	Department of Social Services and Community Grants Hub
Enquiries:	<p>If you have any questions, contact Community Grants Hub Phone: 1800 020 283 (option 1) Email: support@communitygrants.gov.au</p> <p>Questions should be sent no later than 5:00 PM AEDT on 7 November 2023</p>
Date guidelines released:	21 September 2023
Type of grant opportunity:	Open competitive

Contents

1. Safe Places Emergency Accommodation Inclusion Round: Grant opportunity processes	4
1.1 Introduction	5
2. About the grant program	5
2.1 About the Inclusion Round grant opportunity	6
2.2 Definitions of key terms	7
Safe place	7
Emergency accommodation	8
Priority groups	8
Specialist service	8
Livable Housing Guidelines	9
3. Grant amount and grant period	9
3.1 Grants available	9
3.2 Grant period	10
4. Eligibility criteria	10
4.1 Who is eligible to apply for a grant?	10
4.2 Additional eligibility requirements	11
4.3 Who is not eligible to apply for a grant?	11
5. What the grant money can be used for	12
5.1 Eligible grant activities	12
5.2 Eligible locations	12
5.3 Eligible expenditure	12
5.4 What the grant money cannot be used for	13
6. The assessment criteria	14
6.1 Minimum requirements for capital works proposals	15
7. How to apply	17
7.1 Attachments to the application	18
7.2 Joint (Consortia) applications	19
7.3 Timing of grant opportunity process	19
7.4 Questions during the application process	20
8. The grant selection process	20
8.1 Assessment of grant applications	20
8.2 Financial viability	21
8.3 Who will assess and select applications?	21
8.4 Who will approve grants?	22
9. Notification of application outcomes	22
9.1 Feedback on your application	22

9.2	Further grant opportunities	22
10.	Successful grant applications	23
10.1	The grant agreement	23
10.2	Commonwealth Child Safe Framework	24
10.3	Indigenous organisation type classifications	24
10.4	Multicultural access and equity	25
10.5	How we pay the grant	25
10.6	Grant payments and GST	26
11.	Announcement of grants	26
12.	How we monitor your grant activity	26
12.1	Keeping us informed	26
12.2	Reporting	27
12.3	Acquitting your grant	28
12.4	Grant agreement variations	28
12.5	Compliance visits	28
12.6	Record keeping	29
12.7	Evaluation	29
12.8	Acknowledgement	29
13.	Probity	29
13.1	Enquiries and feedback	29
13.2	Conflicts of interest	30
13.3	Privacy	30
13.4	Confidential information	31
13.5	Freedom of information	32
14.	Consultation	32
15.	Glossary	33

1. Safe Places Emergency Accommodation Inclusion Round: Grant opportunity processes



1.1 Introduction

These guidelines contain information on the Safe Places Emergency Accommodation Inclusion Round (Inclusion Round) grant opportunity. You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program and grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the grant opportunity.

This grant opportunity and process will be administered by the Department of Social Services (the department) and Community Grants Hub.

2. About the grant program

Safe Places Emergency Accommodation (Safe Places) is a capital works program funding the building, renovation or purchase of new or expanded emergency accommodation for women and children experiencing family and domestic violence (FDV).

The intended outcomes of the program are an increase in the number of:

- appropriate emergency accommodation to provide additional safe places for women and children experiencing FDV
- women and children experiencing FDV being housed in safe places due to the provision of the additional emergency accommodation.

As part of the [National Plan to End Violence against Women and Children 2022–2032](#) (the National Plan), the Government committed \$100 million over 5 years (2022–23 to 2026–27) to continue funding capital works under Safe Places through the Inclusion Round.

The National Plan is a commitment to a country free of gender-based violence where all people live free from fear and violence and are safe at home, at work, at school, in the community and online. This is a human right for all people and we commit to ending violence against women and children in Australia in one generation. The National Plan commits to 10 years of sustained action, effort and partnership across sectors and levels of government towards our vision of ending violence against women and children in one generation. It outlines what needs to happen to achieve this vision.

Safe Places contributes to the department's Outcome 4.1 Housing and Homelessness. The objective of Outcome 4.1 Housing and Homelessness is to provide support for affordable housing and homelessness prevention initiatives, including the design and implementation of innovative early-stage projects.

The department and Community Grants Hub administers the Safe Places program in accordance with the [Commonwealth Grants Rules and Guidelines 2017](#) (CGRGs).

2.1 About the Inclusion Round grant opportunity

The Australian Institute of Health and Welfare (AIHW) estimates the number of people impacted by FDV who are unable to access emergency accommodation due to a shortage in supply remains high with more than 10,987 people turned away from emergency accommodation in 2021–22.¹

The Inclusion Round builds on the Government's investment in Safe Places of \$72.6 million over 2020–21 to 2024–25. It will provide capital works grants to support the renovation, building or purchase of new or expanded crisis or emergency accommodation for women and children experiencing FDV.

The intended outcomes of the Inclusion Round are:

- * women and children experiencing FDV are housed in safe places created by the additional emergency accommodation
- * First Nations women and children, women and children from culturally and linguistically (CALD) backgrounds, and women and children with disability — including those who experience the intersection of racism, ableism and sexism — can access emergency accommodation with appropriate supports to meet their needs.

The Inclusion Round aims to address some of the key findings of the National Plan Stakeholder Consultation Final Report,² which identified existing emergency accommodation is not always appropriate or accessible for particular cohorts. For example:

- * First Nations women highlighted the need for purpose-built accommodation, including in remote and regional communities, so those experiencing violence were not forced to leave social and community networks that keep them safe.
- * Limited accessible housing options for women and children with disability.
- * Barriers to seeking and receiving help for women and children from CALD backgrounds due to a lack of specialised services, especially for those on temporary visas.

The Inclusion Round will focus on improving access to appropriate emergency accommodation for First Nations women and children, women and children from CALD backgrounds, and women and children with disability — including those who experience the intersection of racism, ableism and sexism. It is important to note, however, emergency accommodation delivered under the Inclusion Round must be open to all women and children leaving FDV. Organisations are not required to have a singular focus on particular groups of women and children, but the department will expect applicants to demonstrate how projects have appropriate supports in place for at least one of the groups of women and children listed above.

All women and children, regardless of identity, must be provided with accommodation or referral. Referral should be made only if accommodation is unavailable or a provider has security or safety concerns for the presenting women and children, staff or existing residents.

¹ This refers to clients who did not have their need for emergency accommodation provided or referred by a specialist homelessness service in 2021–22. Australian Institute of Health and Welfare (AIHW), [Specialist homelessness services annual report 2021–22](#), see Clients who have experienced family and domestic violence; Figure FDV.3: Clients who experienced family or domestic violence, by services needed and provided, 2021–22.

² Monash Gender and Family Violence Prevention Centre, [National Plan Stakeholder Consultation Final Report](#), 2022.

Grants under the Inclusion Round are for capital works only: the purchase, building or renovation of new or expanded emergency accommodation. Grantees will take on the following responsibilities for emergency accommodation for the duration of a 15-year Designated Use Period:

- funding FDV services and other specialist wrap-around services for clients using emergency accommodation
- planning for and funding ongoing maintenance of dwellings
- reporting on the use of the accommodation.

Designated Use is the provision of emergency or crisis accommodation for women and children experiencing FDV, including the delivery of specialist services. A Designated Use Period is the period commencing on the date a grantee achieves practical completion of their capital works and expiring 15 years after that date.

The department has engaged with states and territories, sector stakeholders and victim-survivors to inform the design of the Inclusion Round to make sure it meets the needs of women and children leaving FDV.

2.2 Definitions of key terms

It is important to understand the following terms when reading these guidelines and applying for a grant.

Safe place

For the purposes of the Inclusion Round, safe places are in dwellings that provide women and children leaving FDV with:

- safety, security, privacy and dignity
- a self-contained living space for the sole use of one person or family group that includes at least one bedroom, bathroom, kitchen(ette), and laundry.

The department may consider projects with communal laundries if applicants demonstrate communal laundries are the best option for their projects.

The number of safe places offered by a single dwelling (that is, the number of women and children that can use the dwelling at any one time) is calculated based on 2 persons per bedroom. For example, a 2-bedroom dwelling for one family offers 4 safe places — 2 safe places per bedroom.

The calculation for the number of safe places is consistent with the definition of overcrowding accepted by the Australian Bureau of Statistics and AIHW,³ noting there may be individual circumstances where it is appropriate for emergency accommodation to be provided in a way that does not meet the definition.⁴

The department will apply its definition and calculation of safe places to all applications assessed for the Inclusion Round. The department will calculate the cost of each application to the Commonwealth based on the grant funding amount per dwelling and per safe place.

³ [Canadian National Occupancy Standard \(aihw.gov.au\)](https://www.aihw.gov.au)

⁴ This includes the more detailed parameters for overcrowding relating to the age and gender of children for permanent housing.

It is important to note the calculation for the number of safe places is for the department's assessment and reporting purposes to ensure consistency when calculating the number of safe places offered by each application. There is no requirement for grantees to enforce the calculation of 2 persons per bedroom. Determining the appropriate number of persons per bedroom for emergency accommodation funded under the Inclusion Round is an operational matter for grantees and should be based on the preferences and needs of women and children on a case-by-case basis.

Please note dormitory-style accommodation is not eligible under the Inclusion Round because it does not provide appropriate levels of privacy or dignity to victim-survivors of FDV who may be experiencing significant trauma.

Emergency accommodation

For the purposes of the Inclusion Round, emergency accommodation is short-term accommodation for less than 12 months. Emergency accommodation includes refuges and crisis shelters.

This definition incorporates emergency accommodation options described by the AIHW, but excludes hotels, motels, boarding houses and rooming houses.

In recognition of client diversity and different models of emergency accommodation across states and territories, the department will consider applications for emergency accommodation that allows women and children to stay longer than 12 months if applicants demonstrate the need, suitability, tenancy timelines and referral pathways for this type of accommodation.

It is important to note the guidelines for length of stay up to 12 months are not mandatory for every client using emergency accommodation. The department recognises that grantees need to apply the guidelines at their own discretion and according to the circumstances of each client.

Priority groups

For the purposes of the Inclusion Round, priority groups refers to First Nations women and children, women and children from CALD backgrounds, and women and children with disability – including those who experience the intersection of racism, ableism and sexism.

Specialist service

For the purposes of the Inclusion Round, a specialist service has expertise in FDV and provides specialist support to women and children experiencing FDV. Please note grants awarded under the Inclusion Round are for capital works only and grantees cannot use funding for specialist services.

A specialist service should be:

- **Client-centred** – A client-centred service puts clients at the centre of planning and service delivery. Each client has choice and control over the support they receive to suit their strengths, needs and goals.
- **Trauma-informed** – Trauma-informed care and practice recognises the prevalence of trauma and its impacts on the emotional, psychological and social wellbeing of people and communities.

Trauma-informed practice means integrating an understanding of past and current experiences of violence and trauma in all aspects of service delivery. The goal of trauma-informed systems is to avoid re-traumatising individuals, and support safety, choice and control to promote healing.

- **Culturally appropriate** – A culturally appropriate service understands, and is responsive to, a client's cultural beliefs, values and norms.

- **Accessible** – A service is accessible if all women and children leaving FDV, including women and children in the priority groups for the Inclusion Round, can access and participate in the service, including any physical environment, information and technology. Accessibility is a precondition for women and children leaving FDV to live independently and participate fully and equally in society.

Livable Housing Guidelines

The [Livable Housing Design Guidelines](#) set out agreed best practice standards for livable design features in housing. The guidelines describe livable design elements and what is required to achieve a Livable Housing Australia (LHA) Silver-, Gold- or Platinum-level accreditation. Certification of homes against the guidelines provides assurance that homes are easier to access, navigate and live in, and are cost-effective to adapt as life circumstances change.

For the Inclusion Round:

- Newly constructed emergency accommodation must meet LHA's Silver-level accreditation at a minimum.⁵
- Emergency accommodation created by repurposing, refurbishing or purchasing existing buildings is more likely to be preferred if it meets LHA's Silver-level accreditation at a minimum.
- Emergency accommodation for women and children is more likely to be preferred if it meets LHA's Gold- or Platinum-level accreditation.
- Emergency accommodation consisting of multiple dwellings is more likely to be preferred if at least one dwelling meets LHA's Gold- or Platinum-level accreditation.

3. Grant amount and grant period

3.1 Grants available

The Government announced a total of \$100 million (GST exclusive) over 5 years (2022–23 to 2026–27) for the department to deliver the Inclusion Round, of which up to \$90.9 million is available for grants over 4 years (2023–24 to 2026–27).⁶

The Government anticipates awarding grant funding of between \$500,000 to \$8 million (GST exclusive) per grant depending on the scope and complexity of each project. The amount of funding awarded to applicants will be determined on a case-by-case basis depending on Government and program priorities.

To maximise the benefits of the \$90.9 million for grants, the department encourages applicants to source financial and in-kind contributions from other levels of government and private and philanthropic sources. Applications with financial or in-kind support are more likely to be preferred.

The department strongly encourages applicants to apply for grant funding amounts that include contingency funding for unexpected expenses such as capital works costs that might increase in the future. You will be required to specify any contingency funding in a project plan and budget template, which you must attach to your application.

⁵ For newly constructed emergency accommodation, a grantee must make financial and time provisions for an [LHA assessor](#) to assess and certify that the design and the completed dwelling(s) is compliant with LHA Silver Level.

⁶ The remaining \$9.1 million will be used to carry out the department's administration of the Inclusion Round, including grants administration from 2023–24 to 2026–27.

3.2 Grant period

The maximum period of this grant is 4 years (2023–24 to 2026–27).

The period for a grant will vary depending on the scope and complexity of the project.

Grant payments will be linked to meeting agreed project milestones and key performance indicators.

Designated Use Period

Following the grant period, grantees are required to meet ongoing obligations over a 15-year Designated Use Period for their emergency accommodation. This may include annual reporting on the use of the accommodation, such as the number of clients and their length of stay.

Designated Use is the provision of emergency or crisis accommodation for women and children experiencing FDV, including the delivery of specialist services.

Designated Use Period is the period commencing on the date a grantee achieves practical completion of their capital works and expiring 15 years after that date.

Grant agreements will require grantees to agree to a Designated Use Period of 15 years for emergency accommodation, including:

- the requirement to submit an annual report confirming dwellings are managed as emergency accommodation for a minimum of 15 years
- delivering an ongoing and sustainable FDV specialist service or maintaining a formal partnership with an FDV specialist service that is ongoing and sustainable
- the requirement that you comply with policies and procedures associated with working with vulnerable people and children for the life of the emergency accommodation.

4. Eligibility criteria

The decision maker can choose to waive the eligibility criteria, however, they must be made aware of the risks. The waiver may be used to ensure that applicants are not excluded solely on the basis of entity type, particularly if they are applicants that may otherwise be considered suitable. Clear evidence will be provided to the delegate to enable a decision on whether eligibility criteria should be waived.

4.1 Who is eligible to apply for a grant?

To be eligible you must be one of the following entity types:

- Company⁷
- Corporate State or Territory Entity
- Incorporated Association
- Indigenous Corporation
- Local Government⁸
- Statutory Entity.

⁷ Company is a company incorporated under the *Corporations Act 2001* (Cth)

⁸ Includes New South Wales local governments created as Body Politics.

If you are applying as a Trustee on behalf of a Trust, you must have an eligible entity type as listed above.

Applications from consortia are acceptable as long as there is a lead applicant that is solely accountable to the Commonwealth for the delivery of grant activities and is an eligible entity as per the list above. Eligible lead organisations can form consortia with ineligible organisations.

4.2 Additional eligibility requirements

To be eligible for this grant opportunity, you must demonstrate the following:

- Evidence your proposal provides new (additional) safe places for emergency accommodation for women and children leaving FDV, as defined in section 2.2.
- Confirmation your organisation is an FDV specialist service provider or evidence it has an existing or planned formal partnership with an FDV specialist service provider to deliver the proposal (for example, letter of support or memorandum of understanding).
- Confirmation your organisation will comply with all relevant Commonwealth, state and territory, and local government regulations, including implementation and compliance with the *National Principles for Child Safe Organisations*. Grantees will be required to submit evidence of compliance to the department on an annual basis over the 15-year Designated Use Period.
- Confirmation any newly constructed accommodation will meet LHA's Silver-level accreditation at a minimum.
- Confirmation that you (the applicant) and any organisation(s) you partner with will agree to the department's reporting and evaluation requirements for the Inclusion Round.

4.3 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an organisation included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- an organisation included on the [Workplace Gender Equality Agency website](#) on the non-compliant organisations list
- Cooperative
- International Entity
- Corporate Commonwealth Entity
- Non-corporate Commonwealth Entity
- Non-corporate Commonwealth Statutory Authority
- Non-corporate State or Territory Entity
- Non-corporate State or Territory Statutory Authority
- Partnership⁹
- Person¹⁰
- Sole Trader
- Unincorporated Association.

⁹ Partnership – the individual partners will enter into the agreement with the agency. A Partnership Agreement or a list of all individual partners of the Partnership may be requested.

¹⁰ A person is a natural person, an individual, a human being.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your project must provide new or expanded emergency accommodation for women and children leaving FDV.

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

- * construction of new dwellings that meet LHA's Silver-level accreditation at a minimum
- * acquiring suitable land for the construction of new emergency or crisis accommodation
- * land clearance and site works for expansion of emergency accommodation
- * infrastructure provision, such as water, sewerage and electricity
- * construction of additional design features such as spaces that meet specific needs of particular groups of women and children (for example, gardens and outdoor areas, spaces to accommodate carers for women and children with disability, prayer rooms, spaces for yarning circles, and so on)
- * development approvals, levies and other planning and zoning costs
- * refurbishments and purchase of buildings to repurpose
- * building certifications including Certificate of Occupancy
- * other items as agreed to by the department.

5.2 Eligible locations

Projects should be delivered in locations with high unmet demand for emergency accommodation.

Applicants must demonstrate high unmet demand for emergency accommodation in their proposed locations and the potential impact of their projects on women and children experiencing FDV in those locations.

To assist applicants, the department has published fact sheets in the grant opportunity documents on [GrantConnect](#). The fact sheets detail priority locations with high unmet demand for emergency accommodation and include quantitative analysis of unmet demand for emergency accommodation for women and children experiencing FDV based on state and territory Specialist Homelessness Services data. The department encourages applicants to outline supplementary data and additional evidence they may have in their response to assessment criterion 1, such as waiting lists or other qualitative evidence (that is, localised knowledge and evidence, including from frontline workers, victim-survivors, and community members, including religious leaders and Elders).

5.3 Eligible expenditure

You can only spend the grant on eligible expenditure that you have incurred on eligible grant activities.

Eligible expenditure items are:

- * construction of new dwellings
- * construction of additional design features
- * acquiring suitable land for the construction of new dwellings
- * land clearance and site works for expansion of emergency accommodation

- * infrastructure provision, such as water, sewerage and electricity
- * development approvals, levies and other planning and zoning costs
- * refurbishments and purchase of buildings to repurpose
- * building certifications including Certificate of Occupancy and LHA assessments
- * a project manager
- * administrative costs of complying with the department's reporting requirements for capital works during the grant period, including costs of auditing financial statements
- * other items as agreed to by the department.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your grant activity may be eligible for grant funding. The decision maker makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You must incur the expenditure on your grant activity between the start date and end or completion date for your grant activity for it to be eligible.

5.4 What the grant money cannot be used for

You cannot use the grant for the following activities:

- * apart from GST, the covering of any tax obligation that arises from the provision of the grant
- * non-construction costs such as the provision of management services or support services
- * marketing costs associated with the grant
- * community engagement and consultation
- * activities that are already funded on an ongoing basis
- * wages not related to the construction of the dwellings
- * dormitory-style accommodation
- * family and domestic violence service delivery costs
- * the covering of retrospective costs
- * costs incurred in the preparation of a grant application or related documentation
- * subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- * travel
- * administrative costs of complying with the department's reporting requirements during the 15-year Designated Use Period
- * other costs not specified in the grant agreement
- * activities for which other Commonwealth, state or territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all assessment criteria in the application.

The application form includes character limits — up to 6,000 characters (approximately 900 words) per criterion. The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

The grant opportunity documents on [GrantConnect](#) include a guide on responding to the assessment criteria. The department strongly encourages applicants to read the guide before preparing applications.

Criterion 1: Explain how your project meets demand for emergency accommodation and provides access to services.

A preferred response will:

- Outline the location of the accommodation and the group(s) of women and children it aims to support.
- Demonstrate there is unmet demand for emergency accommodation in the proposed location.
- Explain why the location of the accommodation is appropriate for the needs of First Nations women and children, women and children from culturally and linguistically diverse backgrounds, and/or women and children with disability, including their access to general services, amenities and public transport.

Criterion 2: Explain how your project provides the priority group(s) with dignity, security, safety and privacy.

A preferred response will:

- Explain how the design of the accommodation meets the needs of First Nations women and children, women and children from culturally and linguistically diverse backgrounds, and/or women and children with disability, and meets the requirements of the Inclusion Round.
- Explain how the project incorporates specialist support services that meet the needs of First Nations women and children, women and children from culturally and linguistically diverse backgrounds, and/or women and children with disability.
- Outline how you determined the design of your accommodation and types of specialist services, including any consultation with the local community and the women and children your project aims to support.
- Demonstrate specialist support services are client-centred, trauma-informed, accessible and culturally appropriate.
- Provide evidence of your organisation's existing links with relevant services and stakeholders in the community.
- Provide evidence of an intake and assessment procedure and a safety plan that are appropriate for the women and children who will use your accommodation.

Criterion 3: Explain how the cost and design of your project represents value for money.

In addition to completing and attaching a project plan and budget, a preferred response will:

- Explain why the cost of the project offers value for money based on the location, design (including compliance with the [Livable Housing Design Guidelines](#) as specified in section 2.2 of the Grant Opportunity Guidelines), type of capital works required and building standards.
- Outline how the cost of the project accounts for contingency funding and unexpected expenses, including capital works costs that might increase in the future.
- Demonstrate available land, property and construction as it relates to your project.
- Outline any other sources of funding or in-kind contributions that will contribute to the project and provide funding amounts and evidence where possible.

Criterion 4: Demonstrate you have the expertise and resources to deliver the project and support clients.

A preferred response will:

- Demonstrate your organisation, or an organisation it is partnering with, has experience delivering similar projects and managing relationships with builders to ensure capital works projects are completed to appropriate standards on time and within budget.
- Outline policies for managing tenancy and referrals, including how long clients can stay in the accommodation, under what circumstances potential clients will be turned away, and how women and children will be referred to other emergency accommodation and services if necessary.
- Provide evidence your organisation can fund ongoing specialist services for women and children using the accommodation and ongoing maintenance of the accommodation over the 15-year Designated Use Period.

6.1 Minimum requirements for capital works proposals

In addition to meeting the assessment criteria, capital works proposals must also meet all minimum requirements in Table 1 to be assessed as potentially suitable for grant funding.

Table 1 – Minimum requirements for capital works proposals

Category	Minimum requirement	High quality proposal
Project status	<p>Applicant describes the current state of planning on the project, including details of land acquisition, design work, consultant engagement, development applications to relevant statutory authorities, and engagement with project management.</p> <p>Applicant completes all of <i>section 1.2 – Current state of the project</i> in the mandatory project plan and budget template.¹¹</p>	<p>In addition to the minimum requirement, a high quality proposal will describe existing engagement with an architect and a development application that is already drafted or under consideration.</p>

¹¹ Refer to section 7.1 for further information on attachments to the application, including the mandatory project plan and budget template.

Category	Minimum requirement	High quality proposal
Basic design details	<p>Applicant describes how the building itself and the entire site for emergency accommodation meets the project's service delivery outcomes.</p> <p>Applicant completes all of <i>section 2.2 – Project design outcomes</i> in the mandatory project plan and budget template.</p>	<p>In addition to the minimum requirement, a high quality proposal will include copies of any concept drawings done for both the site and building(s).</p>
Project timeline	<p>Applicant describes the likely project delivery timeframe to understand the degree of planning completed by the applicant.</p> <p>Applicant completes all of <i>section 3.2 – Milestone completion times</i> in the mandatory project plan and budget template.</p>	<p>In addition to the minimum requirement, a high quality proposal will explain any potential issues with meeting milestones.</p>
Cost and funding information	<p>Applicant explains how project cost and funding are aligned, and details likely costs and sources of funding.</p> <p>Applicant completes tables at sections 4.2 and 4.3 in the mandatory project plan and budget template.</p> <p>Applicant attaches financial statements for the 2 most recent financial years to the application form (if applicable).</p>	<p>In addition to the minimum requirement, a high quality proposal will include a price estimate from a building contractor or an industry expert. A very high quality proposal will include a quantity surveyor estimate.</p>
Project risk	<p>Applicant describes the highest-rated risks that could prevent successful delivery of the project and strategies it has employed, or will employ, to mitigate those risks.</p> <p>Applicant completes all of <i>section 5.2 – Risks and mitigations</i> in the mandatory project plan and budget template and, at minimum, amends standard risks and mitigations so they are specific to the project.</p>	<p>In addition to the minimum requirement, a high quality proposal will add new project-specific risks and mitigations in the table at section 5.2 of the project plan and budget template.</p>
Project management	<p>Applicant describes it has engaged or is planning to engage project management expertise at a level necessary for the project's size, value and complexity.</p> <p>Applicant completes all of <i>section 6.2 – Project management options</i> and, at minimum, has not identified a project manager but will work to engage a project manager if the application is successful.</p>	<p>In addition to the minimum requirement, a high quality proposal will describe engagement with a project architect. A very high quality proposal will describe engagement with a specialist project management consultant.</p>

Category	Minimum requirement	High quality proposal
Contracting approach	<p>Applicant describes how a building contractor will be engaged to undertake the project, including details of tendering processes if applicable, and a website or previous project details of a contractor (if selected).</p> <p>Applicant completes all of <i>section 7.2 – Builder contractor options</i> in the mandatory project plan and budget template and, at minimum, puts forward Contracting Option 1 – Not Yet Decided.</p>	<p>In addition to the minimum requirement, a high quality proposal will name the building contractor engaged for the project and describe the status of contract details.</p>

7. How to apply

Before applying, you must read and understand these Grant Opportunity Guidelines and all other grant opportunity documents for the Inclusion Round.

All grant opportunity documents are published on the [GrantConnect](#) website. Any changes to grant documentation are published as addenda¹² on GrantConnect. By registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

You may submit more than one application. A separate application must be submitted for each project. If more than one application is submitted for the same project, only the latest accepted application will progress.

To apply you must:

- complete the online application form on [GrantConnect](#)
- provide all information requested
- address all eligibility and assessment criteria
- complete all required templates
- include all necessary attachments
- submit your application(s) to the Community Grants Hub by 9:00 PM AEDT on 14 November 2023.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code Act 1995](#) and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help regarding the application process, submitting an application online, technical difficulties or you find an error in your application after submission but before the closing date and time, you should contact the Community Grants Hub immediately on 1800 020 283 (option 1) or email support@communitygrants.gov.au. The department does not have to accept any additional information, or requests from you to correct your application after the closing date and time.

¹² Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

You cannot change your application after the closing date and time.

We can refuse to accept any additional information from you that would change your application after the closing date and time.

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

You should keep a copy of your application and any supporting documents.

You will receive an automated notification acknowledging receipt of your application.

7.1 Attachments to the application

All of the following documents must be attached to your application for it to be considered compliant and proceed to assessment. Templates are provided in the grant opportunity documents as specified:

- * Project plan and budget (mandatory template provided).
- * (If applicable) If your organisation is not an FDV specialist service provider but has an existing or planned formal partnership with an FDV specialist service provider to deliver the proposal, provide evidence of this partnership (for example letter of support or memorandum of understanding).

If a mandatory template is not used, your application will be considered non-compliant and will not proceed to assessment.

Higher-quality applications will also include the following documents, however, these documents are not mandatory. Templates are provided in the grant opportunity documents as specified:

- * accommodation design concept drawings or similar
- * builder estimate or quantity surveyor report
- * Community Engagement Plan (optional template provided)
- * client intake assessment form or process
- * FDV safety plan template or process
- * residential agreement or other document outlining rules and responsibilities that women and children using the emergency accommodation must follow
- * list of all referral pathways your project can offer to women and children leaving FDV, including organisation name, service type and your relationship with the organisation (optional template provided)
- * evidence of any other sources of funding or in-kind contributions that will contribute to the project (for example, letters confirming commitment to fund the project), including ongoing funding for specialist services for women and children using the accommodation and ongoing maintenance of the accommodation over the 15-year Designated Use Period.

You must attach supporting documentation according to the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments that we have not asked for.

Please note: There is a 2 MB limit for each attachment.

7.2 Joint (Consortia) applications

We recognise that some organisations may want to join together as a group to deliver a project.

In these circumstances, you must appoint a 'lead organisation'. Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth. The lead organisation must be an eligible entity type as outlined in section 4.1. The application must identify all other members of the consortium.

Eligible lead organisations can form consortia with ineligible organisations.

7.3 Timing of grant opportunity process

You must submit an application between the published opening and closing dates.

Late applications

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

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

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

How to lodge a late application

Applicants seeking to submit a late application will be required to submit a late application request to the Community Grants Hub.

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

The late application request form and instructions for how to submit it can be found on the [Community Grants Hub website](#).

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

The delegate or their appointed representative¹³ will determine whether a late application will be accepted. The decision of the delegate will be final and not subject to a review or appeals process.

Once the outcome is determined, the Community Grants Hub will advise the applicant if their request is accepted or declined.

Expected timing for this grant opportunity

If you are successful, you will be expected to start your grant activity from April 2024.

¹³ This may be the department's delegate or nominated staff member at the EL2 level or above.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment and selection of applications	7 weeks
Approval of outcomes of selection process	4 weeks
Notifying applicants	1 week
Drafting grant agreements	2 weeks
Issuing, negotiating and signing grant agreements	Up to 6 weeks
Earliest start date of grant activity	April 2024
End date of grant activity	The end date will vary depending on the requirements of each project, but end dates will be no later than 30 June 2027

7.4 Questions during the application process

If you have any questions during the application period, contact the Community Grants Hub on 1800 020 283 (option 1) or email support@communitygrants.gov.au.

The Community Grants Hub will respond to emailed questions within 5 working days. The Questions and Answers document will be updated to include answers to questions and addenda will be published on [GrantConnect](#).

The question period will close at 5:00 PM AEDT on 7 November 2023. Following this time, only questions about using and/or submitting the application form will be answered.

8. The grant selection process

8.1 Assessment of grant applications

The Community Grants Hub will review your application against the eligibility criteria. Only eligible applications will proceed to the next stage. Eligible applications will be considered through an open competitive grant process.

If eligible, the department will assess your application against the assessment criteria (see section 6). The department will consider your application on its merits based on how well it meets the assessment criteria.

The department will seek advice from states and territories on relevant aspects of applications in their jurisdictions. The advice will be provided to a Selection Advisory Panel for consideration.

Following assessment, a Selection Advisory Panel will consider:

- * how each application compares to other applications
- * whether each application provides value with relevant money.¹⁴

¹⁴ See glossary for an explanation of 'value with money'.

When assessing the extent to which an application represents value with relevant money, the Selection Advisory Panel will have regard to:

- the overall objective(s) to be achieved in providing the grant
- the relative value of the grant sought, including the cost to the Commonwealth per dwelling and per safe place
- financial or in-kind contributions
- extent to which the geographic location of the application matches identified priorities, including high unmet demand for emergency accommodation
- the extent to which the evidence in the application demonstrates the project will contribute to meeting outcomes/objectives
- how grant activities will support groups or individuals
- building costs and characteristics including dwelling type, bedroom configuration, facilities, compliance with the Livable Housing Design Guidelines, and additional design features that improve access and meet the specific needs of First Nations women and children, women and children from CALD backgrounds, and/or women and children with disability
- land costs by locational characteristics: remote, regional, metropolitan (inner and outer urban)
- advice from states and territories
- advice from other Commonwealth departments and agencies
- how it compares to other applications.

In line with [Priority Reform Two](#) of the [National Agreement on Closing the Gap](#), the Selection Advisory Panel may prioritise the recommendation of First Nations organisations, or organisations staffed or led by First Nations people, when considering applications that aim to support First Nations women and children experiencing FDV.

Similarly, the Selection Advisory Panel may prioritise the recommendation of multicultural or disability organisations when considering applications that aim to support women and children from CALD backgrounds or with disability respectively.

8.2 Financial viability

Applicants may be subject to a financial viability assessment. The financial viability assessment forms part of the risk mitigation strategy and can include:

- establishing whether relevant persons have any adverse business history (for example, current or past bankruptcy)
- assessment of the financial health of an entity.

8.3 Who will assess and select applications?

The department will assess each eligible and compliant application on its merit. Assessment will be undertaken by departmental personnel, and potentially personnel from other Commonwealth agencies, who will complete training to ensure consistent assessment of all applications.

The department will seek advice from states and territories on potential risks and sensitivities of grant applications in their jurisdictions. The department will only share information with states and territories that is necessary to inform their advice. The role of states and territories is only to advise, not to assess applications or select grantees. The purpose of the consultation is to determine whether states and territories will support projects on an ongoing basis.

Any expert or advisor who is not a Commonwealth official will be required to perform their duties in accordance with the CGRGs.

The Selection Advisory Panel may seek additional information about you or your application and this may delay completion of the selection process. The Panel may do this from within or outside of the Commonwealth, even if the sources are not nominated by you as referees. Assessment personnel may also consider information about you or your application that is available through the normal course of business.

The Selection Advisory Panel recommends to the decision maker which applications are suitable to approve for a grant.

8.4 Who will approve grants?

The Minister for Social Services (the decision maker) decides which grants to approve based on recommendations of the Selection Advisory Panel and availability of grant funds for the purposes of the grant program.

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

- * the approval of the grant
- * the grant funding amount to be awarded.

There is no appeal mechanism for decisions to approve or not approve a grant.

9. Notification of application outcomes

We will write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

9.1 Feedback on your application

A feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will be available upon request. Applicants seeking individual feedback should submit requests to safeplaces@dss.gov.au. Requests for individual feedback will only be accepted within 20 days of receipt of the outcome of your application. Feedback will be provided within 20 business days of receipt of the request.

If an applicant is invited to apply for a future grant opportunity, as outlined in section 9.2, the department will provide the applicant with individual feedback.

9.2 Further grant opportunities

The department acknowledges that some applicants might require more time than offered by the Inclusion Round to prepare high-quality capital works proposals and secure development approval.

To achieve an overall mix of grants that meets the objectives of the Inclusion Round effectively, the decision maker may invite applicants with provisionally suitable applications that require further development to future grant opportunities that are restricted, targeted or ad hoc.

If the decision maker decides to invite applicants to future grant opportunities, the department will notify these applicants individually, most likely at the same time it notifies applicants of their selection outcomes for the Inclusion Round. The department will provide these applicants with individual feedback on their applications.

The decision maker will only invite applicants to future grant opportunities if their applications meet all of the following requirements:

- Eligible and compliant for the Inclusion Round.
- Meets assessment criteria 1 and 2, and partially meets assessment criteria 3 and 4.
- Meets all minimum requirements for capital works proposals as listed in Table 1 at section 6.1.
- Recommended by the Selection Advisory Panel as provisionally suitable for a grant, subject to further development of the capital works proposal to address areas for improvement.

The decision maker does not have to invite all applicants that meet the requirements above and will select applicants based on one or more of the following considerations:

- The objectives of the Inclusion Round and the Safe Places program.
- Geographic and/or demographic service gaps in the overall mix of grants approved by the decision maker for the Inclusion Round.
- Locations with high unmet demand for emergency accommodation for women and children leaving FDV, particularly First Nations women and children, women and children from CALD backgrounds, and women and children with disability – including those who experience the intersection of racism, ableism and sexism.
- Potential or existing market failure in locations with unmet demand for emergency accommodation.
- Total amount of grant funding available following the approval of grants for the Inclusion Round.
- Government priorities.
- Alignment with state and territory initiatives for women and children experiencing FDV.
- Applications that are most likely to address any of the considerations listed above, subject to further development of capital works proposals to address identified areas for improvement.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We will offer successful applicants a Capital Works Agreement for this grant opportunity.

The agreement has general/standard grant conditions that cannot be changed. A sample grant agreement is available on GrantConnect as part of the grant documentation. We will use a schedule to outline the specific grant requirements.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed.

Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the decision maker. This may include clauses requiring you to grant securities in favour of the Commonwealth for the funded property. These are identified in the agreement.

We may manage the grant agreement through our Grant Recipient Portal. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the

Commonwealth have entered into the grant agreement. We will notify you when this happens and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

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

Capital Works Agreement

We will use a Capital Works Agreement.

You will have 20 business days from the date of a written offer to sign and return the grant agreement. The grant agreement is not considered to be executed until both you and the Commonwealth have signed the agreement. During this time, we will work with you to finalise details of the agreement.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

You may request changes to the grant agreement. However, we will review any changes to make sure they do not affect the grant as approved by the decision maker.

10.2 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the National Principles for Child Safe Organisations. The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the Commonwealth Child Safe Framework (CCSF).

The Australian Government is considering appropriate ways to apply the requirements of the CCSF to grant recipients. A child safety clause is likely to be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children, or
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity.

A child safety clause may also be included in the grant agreement if the Commonwealth considers the grant activity involves children more broadly.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement, you must always comply with your state and territory legislative requirements for working with children and mandatory reporting.

10.3 Indigenous organisation type classifications

All Australian governments are working with Aboriginal and Torres Strait Islander people, their communities, organisations and businesses to implement the National Agreement on Closing the Gap (National Agreement) at the national, state and territory, and local levels. The National Agreement identifies 4 priority areas for reform within government. One of these is Priority Reform 2, building the Aboriginal and Torres Strait Islander community-controlled sector to deliver services to Aboriginal and Torres Strait Islander communities.

To assist government with improving and reporting on the level of community grant funding going to Aboriginal and Torres Strait Islander organisations, changes have been made to the way organisation data is collected. Aboriginal and Torres Strait Islander organisations will now be classified into 3 tiers and asked to self-identify which group they fall under.

The 3 tiers and their definitions are:

Organisation	Definition
Aboriginal and Torres Strait Islander Community Controlled organisation	These are organisations that are incorporated, not for profit, at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Aboriginal and Torres Strait Islander Operated and Controlled organisation	These are organisations that are at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Other Aboriginal and Torres Strait Islander organisation	These are organisations that are at least 50% Aboriginal and Torres Strait Islander owned OR at least 50% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).

10.4 Multicultural access and equity

The Australian Government’s *Multicultural Access and Equity Policy* obliges Australian Government agencies to ensure their policies, programs and services – including those provided by contractors and service delivery partners – are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse backgrounds.

Grant applicants should consider how they will ensure their services will be accessible to people from culturally and linguistically diverse backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency. Based on an assessment of the client target group, **costs for translating and interpreting services should be factored into grant applications.**

10.5 How we pay the grant

The grant agreement will state the:

- * maximum grant amount to be paid
- * any financial contributions you must make
- * any in-kind contributions you will make
- * any contribution, financial or in-kind, provided by a third party.

We will make payments according to an agreed schedule set out in the grant agreement, usually upon completion of milestones reflecting the stage of construction. Payments are subject to satisfactory progress on the project.

10.6 Grant payments and GST

GST will be paid for this grant. If you are registered for the [Goods and Services Tax \(GST\)](#), where applicable, we will add GST to your grant payment and issue you with a [Recipient Created Tax Invoice](#).

If a government-related entity is deemed successful, GST will not apply.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#).¹⁵ We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be included in an aggregate number of grants awarded under this grant opportunity, which is reported on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.3 of the [CGRGs](#). This means the details of your grant will not be listed and you as the grant recipient will not be identified on GrantConnect. The purpose of this procedure is to protect the privacy of women and children who use your accommodation.

12. How we monitor your grant activity

12.1 Keeping us informed

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

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

You must also inform us of any changes to your:

- * organisation name
- * ABN
- * addresses
- * nominated contact details
- * bank account details
- * land title where relevant to the grant activity.

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

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

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports and remind you of your reporting obligations before a report is due. You will be expected to report on:

- * progress towards achievement of outcomes
- * contributions of participants directly related to the project
- * expenditure of the grant.

The amount of detail you provide in your reports should be relative to the size and complexity of the grant and the grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, ask for more information or request an independent audit of claims and payments.

Activity Work Plan

You will be required to work with the department to complete an Activity Work Plan on the template provided by us. An Activity Work Plan will be used to outline the specific grant requirements. The Activity Work Plan documents planned deliverables, milestones and outputs for the funded project as well as risk management and community engagement relevant to the funded project.

Successful applicants' progress and outcomes against the Activity Work Plan including any compliance requirements will be monitored throughout the grant through progress reports.

Progress reports

Progress reports must:

- * include evidence of your progress toward completion of agreed activities and outcomes
- * show the total eligible expenditure incurred to date
- * be submitted quarterly by the report due date (you can submit reports ahead of time if you have completed relevant activities).

We will only make grant payments when we receive satisfactory progress reports.

You must tell us of any reporting delays as soon as you become aware of them.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress or any significant delays or difficulties in completing the project.

Final report

When you complete the project, you must submit a final report.

Final reports must:

- * identify if and how outcomes have been achieved
- * include the agreed evidence as specified in the grant agreement
- * identify the total eligible expenditure incurred
- * be submitted by the due date and in the format provided in the grant agreement.

Designated Use report

Your project will have a 15-year Designated Use Period commencing on the date you achieve practical completion of your capital works and expiring 15 years after that date.

During this period you must submit an annual Designated Use report, which might include, but is not limited to:

- certifying the project is meeting the Designated Use requirements and all applicable state or territory requirements
- number of women and children assisted in the 12-month reporting period, including the number of women and children from priority groups
- annual percentage of occupancy in the 12-month reporting period.

12.3 Acquitting your grant

Audited financial acquittal report

You will be required to provide a Financial Acquittal Report annually in the format detailed in the grant agreement. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and to report on any underspends of the grant money.

We may ask you to provide an independently audited financial acquittal report. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds.

An audited financial acquittal report is a report prepared independent to the grant recipient by a:

- Registered Company Auditor under the *Corporations Act 2001*
- certified Practising Accountant
- member of the National Institute of Accountants, or
- member of the Institute of Chartered Accountants who is not a principal member, shareholder, officer or employee of the grantee or a related body corporate.

The report includes an income and expenditure statement, verifying that grant funding was spent to perform the activity(ies) as set out in the grant agreement. It must include details on spending against line item expenditure and, if relevant, detail reasons for any unspent funds. The report is to be accompanied by the audit opinion.

Underspent funding must be returned to the Department of Social Services.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting your Funding Arrangement Manager.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We may evaluate the grant opportunity to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.8 Acknowledgement

If you are awarded a grant, you will not be able to make any public announcement in connection with the awarding of the Grant without the Commonwealth's prior written approval.

If you make a public statement about a project funded under the program, we require you to acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

13. Probity

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

These guidelines may be changed by the department. When this happens, the revised guidelines are published on [GrantConnect](#).

13.1 Enquiries and feedback

Complaints about this grant opportunity

Complaints about this grant opportunity or the Community Grants Hub's service(s) must be made in writing using the [online complaints form](#) on the [Department of Social Services](#) website, or by contacting the Department of Social Services complaints line.

Phone: 1800 634 035

Email: complaints@dss.gov.au

Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints about the selection process

Applicants can contact the complaints service with complaints about the Community Grants Hub's service(s) or the selection process.

Details of what makes an eligible complaint can be provided by asking the Community Grants Hub. Applicants can use the complaints form on the Department's website, by phone or mail.

Phone: 1800 634 035
Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

Phone (toll free): 1300 362 072
Email: ombudsman@ombudsman.gov.au
Website: www.ombudsman.gov.au

13.2 Conflicts of interest

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

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

You will be asked to declare, as part of your application, any perceived or existing conflicts of interest or that, to the best of your knowledge, there is no conflict of interest.

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub in writing immediately.

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

We publish our conflict of interest policy on the [Community Grants Hub](#) website.

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- * what personal information we collect
- * why we collect your personal information
- * who we give your personal information to.

In submitting a grant application under this opportunity, you agree to the Australian Government collecting your personal information, including your name, contact details and role in your organisation, in order to assess your application and for the purpose of grants administration. If you do not provide this information we cannot assess your grant application.

The Australian Government may also use and disclose information collected about you under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us in your application, including personal information, with other Commonwealth entities, the responsible Minister, Assistant Ministers and their staff, and with Members of Parliament, for other purposes including government administration, research or service delivery, or as otherwise authorised or required by Australian law.

As part of your application, you also declare your ability to comply with the Privacy Act and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the Australian Government would breach an Australian Privacy Principle as defined in the Privacy Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to give out to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 conditions below:

1. You clearly identify the information as confidential and explain why we should treat it as confidential.
2. The information is commercially sensitive.
3. Revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- * Commonwealth employees and contractors to help us manage the program effectively
- * employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities
- * employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
- * other Commonwealth, state, territory or local government agencies in program reports and consultations

- the Auditor-General, Ombudsman or Privacy Commissioner
- the responsible Minister or Parliamentary Secretary
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.5 Freedom of information

All documents that the Australian Government has, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Team
 Government and Executive Services Branch
 Department of Social Services (DSS)
 GPO Box 9820
 Canberra ACT 2601

By email: foi@dss.gov.au

14. Consultation

The department consulted a wide range of stakeholders to inform the design of the Inclusion Round. This included:

- Releasing a Discussion Paper for public consultation on engage.dss.gov.au from 30 January to 10 March 2023, with 37 submissions received.
- Facilitating workshops in each state and territory capital city and Townsville, as well as 2 virtual workshops in March 2023. Attendees included stakeholders across the housing and homelessness, and FDV sectors, as well as organisations working with, and advocating for, the priority groups.
- A Roundtable discussion with sector stakeholders and the Minister for Social Services, the Hon Amanda Rishworth MP, held on 6 June 2023.
- Ongoing engagement with state and territory governments.
- Engaging the Cultural and Indigenous Research Centre Australia (CIRCA) to facilitate:
 - specialist sector workshops with organisations working with, or advocating for, the priority groups, which were held from February to March 2023
 - interviews with victim-survivors of FDV who have lived experience of emergency accommodation, which were held from late May to June 2023.

The department has published its consultation findings and 2 CIRCA reports in the grant opportunity documents for this grant opportunity.

15. Glossary

Term	Definition
accessible	For the purposes of the Inclusion Round, a service is accessible if all women and children leaving FDV, including women and children in the priority groups for the Inclusion Round, can access and participate in the service, including any physical environment, information and technology. Accessibility is a precondition for women and children leaving FDV to live independently and participate fully and equally in society.
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013 .
additional design features	For the purposes of the Safe Places Inclusion Round, additional design features are aspects of a project that meet specific needs of the priority groups and provide women and children with dignity. Examples of additional design features include, but are not limited to: gardens and outdoor areas, spaces to accommodate carers for women and children with disability, prayer rooms, and spaces for yarning circles.
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings.
client-centred	A client-centred service puts clients at the centre of planning and service delivery. Each client has choice and control over the support they receive to suit their strengths, needs and goals.
commencement date	the expected start date for the grant activity.
Commonwealth entity	a department of state, or a parliamentary department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act.

Term	Definition
<u>Commonwealth Grants Rules and Guidelines (CGRGs)</u>	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
co-sponsoring entity	when 2 or more entities are responsible for the policy and the appropriation for outcomes associated with it.
culturally appropriate	a culturally appropriate service understands, and is responsive to, a client’s cultural beliefs, values and norms.
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	the person who makes a decision to award a grant.
Designated Use	the provision of emergency or crisis accommodation for women and children experiencing family and domestic violence, including the delivery of specialist services.
Designated Use Period	the period commencing on the date a grantee achieves practical completion of their capital works and expiring 15 years after that date.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Emergency accommodation	for the purposes of the Inclusion Round, emergency accommodation is short-term accommodation for less than 12 months. Emergency accommodation includes refuges and crisis shelters. This definition incorporates emergency accommodation options described by the AIHW, but excludes hotels, motels, boarding houses and rooming houses.
funding arrangement manager	is the officer responsible for the ongoing management of the grantee and their compliance with the grant agreement.

Term	Definition
grant	for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ol style="list-style-type: none"> a. under which relevant money¹⁶ or other Consolidated Revenue Fund (CRF) money¹⁷ is to be paid to a grantee other than the Commonwealth b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single [entity] Portfolio Budget Statement Program.
GrantConnect	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
grantee	the individual/organisation which has been selected to receive a grant.
Portfolio Budget Statement (PBS) Program	described within the entity's Portfolio Budget Statement , PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be grant programs. A PBS program may have more than one grant program associated with it, and each of these may have one or more grant opportunities.

¹⁶ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

¹⁷ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
Priority groups	for the purposes of the Inclusion Round, priority groups refers to First Nations women and children, women and children from CALD backgrounds, and women and children with disability – including those who experience the intersection of racism, ableism and sexism.
Safe place	<p>For the purposes of the Inclusion Round, safe places are in dwellings that provide women and children leaving FDV with:</p> <ul style="list-style-type: none"> ▪ safety, security, privacy and dignity ▪ a self-contained living space for the sole use of one person or family group that includes at least one bedroom, bathroom, kitchen(ette) and laundry. <p>The department may consider projects with communal laundries if applicants demonstrate communal laundries are the best option for their projects.</p> <p>The number of safe places offered by a single dwelling (that is, the number of women and children that can use the dwelling at any one time) is calculated based on <u>2 persons per bedroom</u>. For example, a 2-bedroom dwelling for one family offers 4 safe places — 2 safe places per bedroom.</p>
Selection Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications from the program specific, service provider composition and service location perspectives.
selection criteria	comprise eligibility criteria and assessment criteria.
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
Specialist service	For the purposes of the Inclusion Round, a specialist service has expertise in family and domestic violence and provides specialist support to women and children experiencing family and domestic violence.
Trauma-informed	<p>Trauma-informed care and practice recognises the prevalence of trauma and its impacts on the emotional, psychological and social wellbeing of people and communities.</p> <p>Trauma-informed practice means integrating an understanding of past and current experiences of violence and trauma in all aspects of service delivery. The goal of trauma-informed systems is to avoid re-traumatising individuals, and support safety, choice and control to promote healing.</p>

Term	Definition
value with money	<p>refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to the:</p> <ul style="list-style-type: none"> ▪ quality of the project proposal and activities ▪ fit for purpose of the proposal in contributing to government objectives ▪ absence of a grant is likely to prevent the grantee and government's outcomes being achieved ▪ potential grantee's relevant experience and performance history.



Department of Social Services Safe Places Inclusion Round Consultation Findings

CIRCA Findings from Victim-Survivor Interviews

10 July 2023



DSS Safe Places Inclusion Round Consultation Findings



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Developed by the Cultural & Indigenous Research Centre Australia 2023

All research conducted by CIRCA for this project was in compliance with ISO 20252:2019 Market, Opinion and Social Research

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ACKNOWLEDGEMENTS

We acknowledge Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands and waters in which we work and the knowledge-holders of the oldest continuous cultures in the world. We pay our respects to Elders past and present.

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CONTENTS

1. Executive summary	1
2. Introduction	6
3. Methodology	7
3.1 Interviews	9
3.2 Data analysis	11
3.3 Limitations	11
3.4 Lessons learned	12
4. Findings	13
4.1 What are the physical design and cultural features needed within emergency accommodation to support victim-survivor women and children from First Nations, CALD and disability backgrounds?	13
4.2 What other supports or services are needed to support victim-survivor women and children from First Nations, CALD and disability backgrounds when they are in emergency accommodation? Which are most critical and at what time points?	19
4.3 What other services should be in proximity to the accommodation to fully support victim-survivor women and children from First Nations, CALD and disability backgrounds as they exit domestic and family violence?	24
4.4 What should the grant application process require applicants demonstrate to ensure they will meet the needs of victim-survivor women and children from First Nations, CALD and disability backgrounds for emergency accommodation?	25
4.5 What should the grant application review team look out for as red flags that suggest the applicant will not do an adequate job supporting victim-survivor women and children from First Nations, CALD and disability backgrounds in emergency accommodation?	27
5. Key themes for the Safe Places Inclusion Round	28
5.1 Overall themes	28
5.2 Themes regarding the physical design, cultural features and location of accommodation	28
5.3 Themes regarding the supports and services provided alongside emergency accommodation	29
6. Appendix 1: Organisational Recruitment Information	31

DSS Safe Places Inclusion Round Consultation Findings

7. Appendix 2: Recruitment Screener	34
8. Appendix 3: Participant Information Statement	41
9. Appendix 4: Consent Form Women	44
10. Appendix 5: Consent Form for Caregivers of Young People	45
11. Appendix 6: Assent Form for Young People	46
12. Appendix 7: Discussion Guide	48

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DSS Safe Places Inclusion Round Consultation Findings

LIST OF TABLES AND FIGURES

Figure 1: Key features needed by all women and children victim-survivors in emergency accommodation.	1
Figure 2: Key features required by victim-survivors from all three cohorts	2
Table 1.1: Recommended application requirements and red flags	3
Table 1.2: Consultation themes	4
Table 3.1 Characteristics of interview participants	7

LIST OF ABBREVIATIONS

CALD	culturally and linguistically diverse
DSS	Department of Social Services
FDV	family and domestic violence
Safe Places	Safe Places Emergency Accommodation Program

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1. EXECUTIVE SUMMARY

CIRCA conducted 15 interviews with victim-survivors from 17 May to 6 June 2023 to explore the accessibility and cultural needs of women and children victim-survivors of family and domestic violence (FDV) who access emergency accommodation. Participants were women from culturally and linguistically diverse (CALD) or First Nations backgrounds and/or women living with disability. At the time of the interviews the participants resided in urban, regional or remote areas of New South Wales, South Australia, Victoria or Western Australia.

This section summarises the key findings from the research.

Appropriate design features and location for emergency accommodation

- Interview participants identified physical design and cultural features needed by all women and children victim-survivors exiting FDV, regardless of background or identity. These included **homely, welcoming and clean** dwellings with **features that contribute to safety**; **self-contained spaces** with features that reduce potential tension between tenants of emergency accommodation; **access to the internet**; **spaces for children to play**; and **soundproofing** (illustrated in Figure 1 below).

Figure 1: Key features needed by all women and children victim-survivors in emergency accommodation.



DSS Safe Places Inclusion Round Consultation Findings

- ❶ Women from CALD backgrounds suggested features such as **private spaces for prayer**, and a **consideration of halal requirements**.
- ❷ Women from First Nations backgrounds, who were all from regional or remote areas, emphasised the need for **more of any kind of emergency accommodation**.
- ❸ Women living with disability emphasised the importance of **physically accessible buildings**, and consideration of **sensory preferences** when designing accommodation.
- ❹ In terms of location, victim-survivors suggested that proximity to shops, public transport, community groups and service providers was **important for emergency accommodation, but in less visible areas of the community** to ensure privacy and safety. For emergency accommodation providers in regional and remote areas, choosing a location that allows victim-survivors to **park and arrive discreetly** is essential. All victim-survivors should be **supported to think through the specific challenges and opportunities** they may face associated with the location of the service.

Supports and services required alongside emergency accommodation

- ❶ Victim-survivors emphasised **most importantly the need to be treated respectfully by staff at emergency accommodation** as well as be **consulted about what they need** (illustrated in Figure 2 below).
- ❷ Victim-survivors from all cohorts also emphasised the importance of **psychological support immediately upon entering emergency accommodation** for all women and children, as well as **access to a well-resourced, knowledgeable caseworker** who could provide support during and after the victim-survivor’s time in emergency accommodation. In the period of transitioning from emergency accommodation, they requested **support to find housing** and **access to legal services**.

Figure 2: Key features required by victim-survivors from all three cohorts



DSS Safe Places Inclusion Round Consultation Findings

- ❖ Victim-survivors from a CALD background emphasised the importance of **language support, specialised support for non-Australian citizens, and cleaning services.**
- ❖ Victim-survivors from a First Nations background underscored the need for **alternatives to presenting to the police** if help is needed after hours, **more support to access services**, better **coordination between services** and **access to on-call support by culturally safe, local Aboriginal workers or Elders.**
- ❖ Victim-survivors living with disability expressed a need for **more information about what to expect**, such as **rules and procedures while residing in the emergency accommodation service**, a system of **‘peer navigators’** to help orient victim-survivors who have just arrived, and **specialised assistance from caseworkers who understand accessibility issues.**

Grant application inclusion criteria

To ensure the needs of victim-survivor women and children from First Nations, CALD and disability backgrounds for emergency accommodation will be met, grant applicants should demonstrate the following requirements and avoid elements that may be a red flag in applications. These are summarised in Table 1.1 below.

Table 1.1: Recommended application requirements and red flags

Applicant priorities/requirements	Applicant red flags
✓ Engage in a co-design process with potential users of the service	✗ Lack of demonstrated understanding of the backgrounds and needs of the women likely to use the service
✓ Develop strategies to reduce stress caused by sharing space with others (e.g. fewer people per dwelling, separate families and singles, offer tenants choice where possible)	✗ Inability to provide residents with self-contained spaces
✓ Demonstrate understanding of the specific cultural needs of women likely to use the service	✗ No consideration of how to facilitate support for children
✓ Demonstrate understanding of accessibility needs	✗ Unable to demonstrate that they have existing/meaningful links with service providers in the local area
✓ Demonstrate how to ensure physical accessibility of dwelling and sensory options provided to tenants	✗ Unable to demonstrate how they will facilitate access to caseworkers for women
✓ Demonstrate links to specialised services for people with accessibility needs	✗ No mechanism to support workers to learn about the cultural backgrounds of service users
✓ Demonstrate how to facilitate access to services in regional/remote areas	✗ No mechanism to provide language support

DSS Safe Places Inclusion Round Consultation Findings

Applicant priorities/requirements	Applicant red flags
✓ Demonstrate how to facilitate access to Aboriginal workers and Elders	✗ No Aboriginal staff
✓ Demonstrate how they will enable access to information about what to expect while using their service	✗ Relying on police to provide support after hours because emergency accommodation is not staffed past 5pm
✓ Demonstrate how they will enable access to psychological support, caseworkers, language support and housing support	

Key themes to inform the Inclusion Round

- Key themes that emerged in the findings were the importance of **ensuring emergency accommodation is designed in consultation with those with lived experience**; that users of emergency accommodation can make **choices** while using the service; the need for **more emergency accommodation in regional/remote areas**; and that users of emergency accommodation require **further support to access longer-term housing**.
- Recurring themes were related to the physical design, cultural features and location of emergency accommodation; services to offer alongside accommodation; the grant assessment process; and grant support provided by DSS. These are outlined in Table 1.2 below.

Table 1.2: Consultation themes

Recurring themes from consultation	
Physical design	The grant opportunity should encourage: <ul style="list-style-type: none"> - self-contained spaces - physical safety features (e.g. cameras and fences) alongside some kind of human oversight (e.g. staff onsite) - soundproofing.
Cultural features	The grant opportunity should encourage: <ul style="list-style-type: none"> - private prayer spaces - spaces for children - separation of children and elderly/single people - policies around kitchen use that respect cultural needs - as much choice as is practical for tenants.
Location	The grant opportunity should encourage and prioritise the development of accommodation that is: <ul style="list-style-type: none"> - close to shops - close to public transport - close to community groups and service providers - private and off the main street.

DSS Safe Places Inclusion Round Consultation Findings

Recurring themes from consultation

Services

The grant opportunity should ensure organisations prioritise:

- supporting and training staff so they are equipped to treat all residents with respect
- providing written information about what to expect within the emergency accommodation service
- providing mental health support for all women and children
- providing a caseworker for all women and children
- providing access to an Aboriginal worker/Elder for all women of First Nations background
- facilitating language support for women who require it
- building links with services that can support non-citizens
- support with childcare
- regular cleaning service.

2. INTRODUCTION

The Australian Government has made a commitment of \$100 million over 5 years (2022–23 to 2026–27) to the Safe Places Emergency Accommodation Program (Safe Places), via an Inclusion Round of capital works investment that will fund the building, renovation or purchase of new emergency accommodation for women and children experiencing domestic and family violence. The Inclusion Round will focus on improving access to emergency accommodation for women and children from culturally and linguistically diverse (CALD) and First Nations backgrounds, and women and children with disability.

The Department of Social Services (DSS) enlisted CIRCA to identify the accessibility and cultural needs of these cohorts by consulting with stakeholders that service these cohorts, and with women and children who have lived experience of family and domestic violence (FDV) and emergency accommodation. The information collected through these consultations will inform: the overall design of the Inclusion Round; the grant opportunity guidelines released as part of the Inclusion Round; resources required for grant applicants; and the design specifications for construction of safe places.

This report presents the findings from interviews with victim-survivors with experience of emergency accommodation. These consultations were designed to answer the following research questions:

- ❖ What are the physical design and cultural features needed within emergency accommodation to support victim-survivor women and children from First Nations, CALD and disability backgrounds?
- ❖ What other supports or services are needed to support victim-survivor women and children from First Nations, CALD and disability backgrounds when they are in emergency accommodation? Which are most critical and at what time points?
- ❖ What other services should be in proximity to the accommodation to fully support victim-survivor women and children from First Nations, CALD and disability backgrounds as they exit domestic and family violence?
- ❖ What should the grant application process require applicants demonstrate to ensure they will meet the needs of victim-survivor women and children from First Nations, CALD and disability backgrounds for emergency accommodation?
- ❖ What should the grant application review team look out for as red flags that suggest the applicant will not do an adequate job supporting victim-survivor women and children from First Nations, CALD and disability backgrounds in emergency accommodation?

3. METHODOLOGY

The interviews provided a platform for victim-survivors from First Nations or CALD backgrounds, or who lived with disability or cared for children with disability, to share their experiences of using emergency accommodation, which may be used to inform the Inclusion Round.

Table 3.1 illustrates the breakdown of interviews by characteristic.

Table 3.1 Characteristics of interview participants

Inter-view	State	Geographic region	Cohort	Type of accommodation	Language spoken	Age	Date last used emergency accommodation
1	NSW	Urban	CALD	Multiple places, all private room, most with shared kitchen, some with ensuite	Lebanese	18+	2022
2	NSW	Urban	CALD	Private room, shared facilities	Vietnamese	18+	2022
3	NSW	Urban	CALD	Private room, shared facilities	Lebanese	18+	2022
4	NSW	Regional	First Nations	Private house (3 bdr), not shared with others	English	18+	2015
5	NSW	Urban	CALD	Shared room, shared facilities	Urdu	18+	2022
6	NSW	Urban	CALD	Private room, shared facilities	English	18+	2022
7	SA	Urban	CALD/Disability	Private house (not shared with others)	Cantonese	18+	2014
8	SA	Urban	CALD/Disability	Private house (not shared with others)	Mandarin	18+	2015
9	NSW	Regional	First Nations/Disability	Motel room, no kitchen	English	18+	2019
10	NSW	Regional	First Nations/Disability	Private room, shared facilities	English	18+	2014
11	WA	Urban	CALD	Private room, shared facilities	Vietnamese	18+	2021
12	Victoria	Urban	CALD/Disability	Motel room, private bathroom, access to kitchen	English	18+	Within last 10 years
13	NSW	Remote	First Nations	Private house, fully furnished (not shared with others)	English	18+	Within last 10 years

DSS Safe Places Inclusion Round Consultation Findings

Inter-view	State	Geographic region	Cohort	Type of accommodation	Language spoken	Age	Date last used emergency accommodation
14	NSW	Regional	Disability	Private room, private living and dining space, private bathroom, shared laundry	English	18+	2020
15	NSW	Regional	First Nations/Disability	Motel room, no access to kitchen	English	18+	2019

Criteria for inclusion were based on:

- State or territory of residence
- Residence in urban, regional or remote community
- Age 15+
- Gender:
 - Those aged 15–17 could identify as any gender.
 - Those aged 18 or over, had to identify as women.
- Lived experience of FDV and of emergency accommodation in prior 10 years
- CALD: Language other than English spoken at home, non-Anglo background, or non-Christian religious affiliation
- Disability: self-identification as living with disability, or caring for a child with disability
- Aboriginal and Torres Strait Islander status: self-identification
- Not in acute crisis at the time of interview
- Ability to provide informed consent.

Recruitment of participants was conducted through the distribution of a document containing recruitment information to organisations with lived-experience panels of victim-survivors (who are past the crisis point in their lives) to identify women and young people who might be interested in participating (see Appendix 1: Organisational Recruitment Information). The document was distributed through various channels, including:

- CIRCA’s partner, Homelessness NSW, which has a broad network across NSW and Australia. The chief executive officer, who is also the deputy chair of Homelessness Australia, drew on national networks to support the recruitment of program participants.

DSS Safe Places Inclusion Round Consultation Findings

- victim-survivor panels of other FDV and specialist homelessness service (SHS) peak bodies across the country through CIRCA's relationships with other organisations in the sector
- organisations referred to CIRCA by DSS that were identified as willing and able to refer eligible participants to be interviewed.

A recruitment screener was used to ensure participants were eligible for the research (Appendix 2: Recruitment Screener). Recruitment aimed to include representation across states and territories, across geographical regions and a roughly even spread across cohorts.

During the recruitment phone call eligible participants were able to inform the researcher about any accommodations they required to fully participate, including:

- whether they would like to participate in-person, over the phone, or over Zoom (or other videoconference software)
- accommodations for visual or hearing impairment or cognitive or physical disabilities
- whether they would like to bring a support-person to the interview with them.

3.1 Interviews

Fifteen interviews were conducted across cohorts and geographic regions (Table 3.1). The interviews were held between 17 May 2023 and 6 June 2023. Eleven interviews were conducted over the phone, and 4 were held face to face. Each session lasted approximately 60 minutes. A psychological support worker was made available at the time of the interviews and for half an hour afterwards. Most participants did not require psychological support.

A team of CIRCA's Aboriginal and Torres Strait Islander research consultants and bi- and multilingual research consultants facilitated the interviews. Prior to the interviews, participants were offered a choice to opt in or out of an in-language or in-culture interview, and appropriate research consultants were allocated accordingly. Prior to the interview, the researcher sent the following documents to the participants:

- Participant information statement (see **Appendix 3: Participant Information Statement**)
- Consent form (see Appendix 4: Consent Form Women)
- Discussion guide (see Appendix 7: Discussion Guide)
- Support services list.

In addition, prior to the interview, the researcher:

DSS Safe Places Inclusion Round Consultation Findings

- identified and made any disability and other accommodations to ensure victim-survivor participants felt comfortable participating fully in the interview
- arranged to have a psychological support worker from Jannawi Family Centre (a specialist agency that works with victim-survivor women from diverse backgrounds) available to provide support to participants during and after each interview.

At the start of the interview, the researcher obtained written consent from participants who were doing an in-person interview and audio-recorded verbal consent from any participants who were interviewed by phone.

Provisions were made during project planning to conduct interviews with young people aged 15–17, however no young people were referred to participate in the study, and hence no interviews with young people were conducted. See Appendix 5: Consent Form for Caregivers of Young People for the consent form that would have been provided to the parents or caregivers of young people, and Appendix 6: Assent Form for Young People for the assent form that young people would have been required to sign after consent had been collected from their parents.

During the interview, researchers used the following approach to ensure research participants had choice and control at each step of the process:

- Participants were given the choice to bring someone with them to the interview for support (a family member, friend or other supportive individual).
- Researchers did not ask participants to tell their stories of abuse.
- If referring to a particular criminal act, researchers used the specific legal description that fits best (rather than descriptive words).
- Researchers did not use words like abuse but instead spoke more broadly.
- Researchers did not audio-record or video-record the interviews.
- Researchers gave participants the option to ‘step outside’ at any point during the interview to talk to the psychological support worker, who was available at the time of the interview.
- Interviews were only facilitated by women.
- Interviewers were trained in creating space for victim-survivors to have choice and control and be engaged with respect throughout the interview process; and were provided with a distress protocol and a list of support services to give to the participant.
- The discussion guide was kept short (approximately 10 questions) to allow 20–30 minutes for introductions and give participants the opportunity to describe themselves, outside the context of being a victim-survivor.

DSS Safe Places Inclusion Round Consultation Findings

- ❖ Where necessary, interviewers took extra time to repeat and explain questions to participants to help them understand and answer the questions.
- ❖ After the interview, the psychological support worker was available for 30 minutes, if participants needed her.
- ❖ Three days after the interview the interviewer, or another woman at CIRCA, called to check in with the participant to make sure they had the supports they needed, and if not to direct them to appropriate supports. One participant requested information about supports and was sent this information.
- ❖ Five days after that, CIRCA contacted the participant again to make sure they had the supports they needed (if needed) and if not, directed them to appropriate supports.

The discussion guide (Appendix 7: Discussion Guide) used by CIRCA research consultants covered topics including physical design and cultural features that victim-survivors needed to feel fully supported while in emergency housing; and the supports and services victim-survivors most needed at various time points during and immediately after their time in emergency housing. Each participant received an incentive payment of \$80 to thank and compensate them for their time.

3.2 Data analysis

Focus group notes and transcripts were analysed using Excel. A coding framework was generated based on the research questions, complete with definitions. The coding framework was then reviewed and approved by the CIRCA research director.

The data was then coded in Excel and analysed aligning to each of the research questions.

3.3 Limitations

Qualitative research can provide rich descriptions of how people experience and feel about a given issue or topic. However, the results of qualitative research are not representative of the overall target population due to relatively small sample sizes and selection methods. In qualitative research, a rich and complex understanding is prioritised over collecting data that can be generalised more broadly. Qualitative enquiry also allows researchers to incorporate non-verbal cues, interactions and observations into the research process to add meaning to the results.

Timeframe constraints and challenges identifying prospective consultation participants meant that most of these consultation participants were NSW based. In addition, all CALD victim-survivors who participated in interviews were from urban or regional areas and all First Nations victim-survivors were from regional or remote areas. Finally, we were not able to recruit any young people (15–17). These sample limitations mean that our findings do not include the experiences of: First Nations victim-

DSS Safe Places Inclusion Round Consultation Findings

survivors from urban areas, CALD participants in regional or remote areas, or any young people, and that our findings are skewed towards NSW-based victim-survivors.

3.4 Lessons learned

Some of the difficulties encountered in recruitment provided lessons for future projects.

- ❖ **Factoring in more time for ethics approval:** Ethics approval for such a sensitive topic is essential, but also potentially time consuming. Allowing at least 55 working days for the ethics process is essential for future consultations with victim-survivors.
- ❖ **Building more robust communication channels with service providers who can potentially refer participants:** The complexity of the recruitment criteria and the sensitivity of the topic, as well as the time and resource constraints of organisations and individuals in the domestic violence and emergency accommodation sector, indicate that robust communication with service providers is essential. Future consultations should include time for: phone calls to services to explain the study, phone calls and emails to follow up, and email follow-ups with updates on how recruitment is progressing.
- ❖ **Decoupling ethics approval from elements of recruitment:** The process of building relationships with service providers relied on ethics approval being provided. The ethics process took considerable time, which meant less time was available for building relationships with service providers that could refer participants. A process which allows for building relationships with service providers prior to receiving ethics approval would potentially result in a larger number of referrals from a more diverse geographic range. Alternatively, a similar result could be achieved by factoring in a period of 10–15 working days for recruitment after ethics approval has been received, prior to data collection starting.