



AGENDA

Ordinary Council Meeting Wednesday, 24 January 2024

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

Date: Wednesday, 24 January 2024

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.

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- 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 INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE
STANDING COMMITTEE MEETING HELD ON 29 NOVEMBER 2023**

File Number: 24/01/2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

1. That the Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 29 November 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 29 November 2023**



MINUTES

Infrastructure, Environment and Compliance Standing Committee Meeting

Wednesday, 29 November 2023

Order Of Business

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 29 NOVEMBER 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), Aaron Meehan (General Manager Infrastructure), Darryl Brooks (General Manager Liveability), Kerri Anderson (Acting General Manager Finance & Corporate), Tiarna Hurt (Executive Assistant), James D'Arcy (Manager Infrastructure Planning), Kevin Searle (Manager Infrastructure Works), Adam Branch (Acting Manager Water & Wastewater), Leanne Petersen (Manager Facilities & Parks)

1 OPENING

Cr Henschen opened the meeting and welcomed attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Cr Henschen noted Mayor Otto's leave of absence.

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Attendance:

At 9:03am, Acting Mayor Gavin Jones entered the meeting.

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

4 DECLARATION OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE STANDING COMMITTEE MEETING HELD ON 1 NOVEMBER 2023

COMMITTEE RESOLUTION 2023/131

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 1 November 2023 be received.

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

Against: Nil

CARRIED 6/0

6 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET

6.1 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE) PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/132

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That Councillor Jones's Infrastructure Planning, Works (Construction & Maintenance), Portfolio Report to Council 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

7 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE)

Attendance:

At 9:23am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:24am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

7.1 FREEMANS LANE, KINGAROY - CONCRETE PAVEMENT

COMMITTEE RESOLUTION 2023/133

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That the Committee recommend to Council:

That Council fund the rehabilitation of a section of Freemans Lane to the value of \$200,000 from Council's flood co-contribution allocation.

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

Against: Nil

CARRIED 6/0

7.2 2024/25 ADVANCED DESIGN PROGRAM

COMMITTEE RESOLUTION 2023/134

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That Council note the proposed 2023/24 Advanced Design Program for future construction delivery.

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

Against: Nil

CARRIED 6/0

7.2.1 QUESTION ON NOTICE - FOOTPATH WORKS NANANGO STATE SCHOOL

Question on notice from Cr Erkens:

Can Council provide any details for the footpath works at the Nanango State School?

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/135

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/136

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That the meeting resume at 10:41am

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

Against: Nil

CARRIED 6/0

7.3 APPLICATION FOR THE ROAD CLOSURE FOR THE UNMAINTAINED GOOMERI WEST ROAD WHICH ADJOINS LOT 52 FY407

COMMITTEE RESOLUTION 2023/137

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

1. That Council advise the applicant and the Department of Resources that:
 - (a) It supports an application for a temporary road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1.
 - (b) Make note to the department that Council does not support a permanent road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1. The reasons for this objection are as follows:
 - i The long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - (c) Should the Department Resources approve the proposed permanent road closure or a temporary road closure with road licence, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
 - (a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed permanent road closure.

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

Against: Nil

CARRIED 6/0

Attendance:

At 10:50 am, Cr Gavin Jones left the meeting.

At 10:50 am, Cr Gavin Jones returned to the meeting.

8 WATER & WASTEWATER

8.1 WATER AND WASTEWATER PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/138

Moved: Cr Gavin Jones

Seconded: Cr Kirstie Schumacher

That Councillor Jones's Water and Wastewater Portfolio Report to Council 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

8.1.1 QUESTION ON NOTICE - MT WOOROLIN RESEVOIR

Question on notice from Cr Schumacher:

Can a briefing on the Mt Wooroolin Reservoir be organised before the Ordinary Meeting?

8.1.2 MEDIA RELEASE REGARDING WATER QUALITY & TESTING

RESOLVED 2023/139

That a media release be prepared regarding the frequency of water testing and Council's dedication to water quality.

9 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH

Attendance:

At 11:00am, Manager Infrastructure Works Kevin Searle left the meeting.

At 11:00am, Manager Infrastructure Planning James D'Arcy left the meeting.

At 11:00am, Acting Manager Water & Wastewater Adam Branch left the meeting.

At 11:00am, General Manager Infrastructure Aaron Meehan left the meeting.

At 11:05am, General Manager Infrastructure Aaron Meehan returned to the meeting.

9.1 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/140

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Cr Henschen's Natural Resource Management, Compliance and Environmental Health Portfolio Report to Council 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

9.2 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/141

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Natural Resource Management, Compliance and Environmental Health Operational update 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 DISASTER MANAGEMENT

10.1 LOCAL DISASTER MANAGEMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/142

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That Councillor Potter's Local Disaster Management Portfolio report to Council 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

11 WASTE & RECYCLING MANAGEMENT

Attendance:

At 11:35am, Acting General Manager Finance & Corporate Kerri Anderson left the meeting

At 11:37am, Acting General Manager Finance & Corporate Kerri Anderson returned to the meeting.

At 11:38am, General Manager Infrastructure Aaron Meehan left the meeting.

At 11:43am, General Manager Infrastructure Aaron Meehan returned to the meeting.

11.1 WASTE & RECYCLING MANAGEMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/143

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Waste Management Portfolio Report to Council 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

11.1.1 QUESTION ON NOTICE - LANDFILL TENDER PROTERA

Question on notice from Cr Schumacher:

Are there any long term options for landfill operations, as Protera is only contracted?

Attendance:

At 11:48 am, Cr Danita Potter left the meeting.

At 11:50 am, Cr Danita Potter returned to the meeting.

11.2 WASTE & RECYCLING MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/144

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Waste and Recycling Management Operational Update 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

11.2.1 QUESTION ON NOTICE - BLACKBUTT TRANSFER STATION

Question on notice from Acting Mayor Jones:

Can clear indication be given of what is permitted at the Blackbutt Transfer Station?

12 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS

12.1 RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND FIRST NATION AFFAIRS PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/145

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That Cr Duff's Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council 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

Attendance:

At 12:03pm, Chief Executive Officer Mark Pitt left the meeting.

At 12:05pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 12:06pm, Chief Executive Officer Mark Pitt returned to the meeting.

12.2 SAFETY AUDIT SOUTH BURNETT POOLS

COMMITTEE RESOLUTION 2023/146

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council:

That the Pool Safety Audits and Pool Safety Improvement Plan for all pools be adopted and the findings that were identified from the audit become action items to ensure Council Pool Facilities comply with the Australian Standards 2416 and the Royal Life Saving Guidelines for Safe Pool Operations.

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

Against: Nil

CARRIED 6/0

Attendance:

At 12:19pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

12.3 REQUEST TO APPLY FOR THE ACTIVE WOMEN AND GIRLS GRANT

COMMITTEE RESOLUTION 2023/147

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the Committee recommend to Council:

That Council make application for funding under the Active Women and Girls Program, which promotes increased participation of women and girls in sport and active recreation.

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

Against: Nil

CARRIED 6/0

12.3.1 COUNCILLOR INPUT ON GRANT APPLICATIONS & RESPONSES

RESOLVED 2023/148

That Councillors have the opportunity to workshop their input on grant applications and the activities that result from the applications.

Attendance:

At 12:22 pm, Cr Gavin Jones left the meeting.

At 12:24 pm, Cr Gavin Jones returned to the meeting.

13 PARKS & GARDENS

13.1 FACILITIES AND PARKS OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/149

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the Facilities and Parks Operational update 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

13.1.1 QUESTION ON NOTICE - PERISHED TREE IN KUMBIA

Question on notice from Cr Henschen:

Is the perished tree in Kumbia being replaced in the near future?

13.1.2 QUESTION ON NOTICE - FEDERAL MEMBER SUPPORT FOR GRANTS

Question on notice from Cr Schumacher:

Can Council write to Federal Members requesting advocacy for grant applications after the grant application has been submitted?

14 QUESTIONS ON NOTICE

14.1 QUESTION ON NOTICE - INFRASTRUCTURE

COMMITTEE RESOLUTION 2023/150

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the response to the questions on notice 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

15 CONFIDENTIAL SECTION

Nil

16 CLOSURE OF MEETING

The Meeting closed at 12:37pm.

The minutes of this meeting were confirmed at the Infrastructure, Environment and Compliance Standing Committee Meeting held on .

.....
CHAIRPERSON

7.2 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 6 DECEMBER 2023

File Number: 24/01/2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

1. That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 6 December 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 6 December 2023**

DISCLAIMER

*The following copy of the Minutes of the meeting of the South Burnett Regional Council held on 06 December 2023 are **UNCONFIRMED** and are supplied as a courtesy.*



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Liveability, Governance and Finance Standing Committee Meeting Wednesday, 6 December 2023

Order Of Business

1	Opening	4
2	Leave of Absence / Apologies	4
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4	Declaration of Interest	4
5	Confirmation of Minutes of Previous Meeting	5
5.1	Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 8 November 2023.....	5
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7	Corporate Governance & Strategy	6
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7.2	South Burnett Regional Council Caretaker Period Guidelines - Procedure023	7
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7.6	Amendment of Fees and Charges 2023-24 - McCauley Weir.....	8
8	Portfolio - Community Development, Arts & Heritage and Library Services	8
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8.2	Community and Lifestyle Operational update	9
9	Property & Facility Management	10
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9.2	Trusteeship of Goodger Hall - Lot 186 on FY850	12
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10	Portfolio - Tourism & Visitor Information Centres, Sport & Recreation and Commercial Enterprises	14
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11	Portfolio - Regional Development, Development Services, Community & Social Housing	15

11.1	Regional Development, Development Services and Community & Social Housing Portfolio Report	15
11.2	Development Services Operational Update.....	16
12	Development Services - (Planning, Building, Plumbing)	16
12.1	Delegated Authority Reports (1 November 2023 to 28 November 2023)	16
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14.3	Future use of Lot 19 on CP891608 - 9 Knowles Street, Nanango	20
14.4	Legal Update - Update on Planning Matter before the Planning and Environment Court.	20
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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 6 DECEMBER 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), Aaron Meehan (General Manager Infrastructure), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (General Manager Liveability), Tiarna Hurt (Executive Assistant), Debra Moore (Manager Community & Lifestyle), Leanne Petersen (Manager Facilities & Parks), Rebecca Bayntun (Manager Corporate, Governance & Strategy), David Hursthouse (Coordinator Community Development), Kerri Anderson (Manager Finance & Sustainability), Paul Turner (Land Investigation Officer), Cathy Jackson (Lease Officer), Lynelle Paterson (Coordinator Executive Services)

1 OPENING

Cr Potter opened the meeting and welcomed attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Cr Potter noted Mayor Otto's leave of absence.

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

4 DECLARATION OF INTEREST

I, Cr Gavin Jones inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in agenda item 9.2 Trusteeship of Goodger Hall.

This declarable conflict of interest arises because I am a member of a community reference group that assists Stanwell to make allocations from its Community Partnership Fund and recently considered a grant application from an unincorporated community body, which grant application related to the possible future use of this site.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

Attendance:

At 11:27 am, Cr Gavin Jones left the meeting.

MOTION

COMMITTEE RESOLUTION 2023/129

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That Cr Jones must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

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

Against: Nil

CARRIED 5/0**Attendance:**

At 11:44am, Cr Gavin Jones returned to the meeting after the matter was discussed and voted upon.

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 8 NOVEMBER 2023**

COMMITTEE RESOLUTION 2023/130

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 8 November 2023 be received.

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

Against: Nil

CARRIED 6/0**6 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2023 OLYMPICS & PARALYMPICS****Attendance:**

At 9:08am, Manager Corporate, Governance & Strategy Rebecca Bayntun entered the meeting.

6.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION & ADVOCACY AND 2032 OLYMPICS & PARALYMPICS PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/131

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That Acting Mayor Jones' Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council be received.

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

Against: Nil

CARRIED 6/0

7 CORPORATE GOVERNANCE & STRATEGY

7.1 LOCAL LAW REVIEW

COMMITTEE RESOLUTION 2023/132

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That the Committee recommend to Council to;

1. Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and
2. Adopt the following recommendations that Council:
 - (a) Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011.
 - (b) Repeal Model Local Law No. 2 (Meetings) 2008.
3. Workshop shared accomodation, temporary homes, animals and parking in January 2024.

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:47am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:47 am, Acting Mayor Gavin Jones left the meeting.

At 9:48am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 9:50 am, Acting Mayor Gavin Jones returned to the meeting.

At 9:52 am, Acting Mayor Gavin Jones left the meeting.

At 9:54 am, Acting Mayor Gavin Jones returned to the meeting.

7.2 SOUTH BURNETT REGIONAL COUNCIL CARETAKER PERIOD GUIDELINES - PROCEDURE023

COMMITTEE RESOLUTION 2023/133

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That the South Burnett Regional Council Caretaker Period Guidelines – Procedure023 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

7.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ASSET MANAGEMENT POLICY - STRATEGIC014

COMMITTEE RESOLUTION 2023/134

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Asset Management Policy – Strategic014 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

7.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE CREDIT CARD POLICY - STATUTORY031

COMMITTEE RESOLUTION 2023/135

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Corporate Credit Card Policy – Statutory031 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

7.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INFORMATION PRIVACY POLICY - STATUTORY038

COMMITTEE RESOLUTION 2023/136

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That the South Burnett Regional Council Information Privacy Policy – Statutory038 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

7.6 AMENDMENT OF FEES AND CHARGES 2023-24 - MCCAULEY WEIR

COMMITTEE RESOLUTION 2023/137

Moved: Cr Jane Erkens

Seconded: Cr Gavin Jones

That the committee recommend to council:

That the 2023/24 Fees and Charges be amended to include the following:

1. McCauley Weir– Key Deposit of one hundred dollars (\$100) which is refundable on the return of the key subject to the terms and conditions of use.
2. That the amended fees take effect as of 1 January 2024.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 10:14 am, Cr Kirstie Schumacher left the meeting.

At 10:17 am, Cr Kirstie Schumacher returned to the meeting.

8 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES

8.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/138

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That Cr Potter's Community Development, Arts & Heritage and Library Services Portfolio Report to Council 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

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/139

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/140

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the meeting resume at 10:41am.

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

Against: Nil

CARRIED 6/0

Attendance:

At the resumption of the meeting, Manager Facilities & Parks Leanne Petersen was not present.

At the resumption of the meeting, Manager Corporate, Governance & Strategy Rebecca Bayntun was not present.

At the resumption of the meeting, General Manager Infrastructure Aaron Meehan was not present.

At 10:44am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 10:44am, General Manager Infrastructure Aaron Meehan returned to the meeting.

8.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/141

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Community and Lifestyle Operational Update be received.

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

Against: Nil

CARRIED 6/0

9 PROPERTY & FACILITY MANAGEMENT

9.1 BARAMBAH UNITED FOOTBALL CLUB INC - FINANCIAL SUPPORT

COMMITTEE RESOLUTION 2023/142

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the Committee recommends to Council;

1. To develop a Policy for managing requests for financial support by community organisations and not-for-profit groups.
2. Offer for the Barambah United Football Club Inc to apply for a community organisation loan for the shortfall of co-contribution funds.

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

Against: Cr Scott Henschen

CARRIED 5/1

Attendance:

At 11:27 am, Acting Mayor Gavin Jones having informed the meeting of a declarable conflict of interest in **Item 9.2** and the committee deciding for Acting Mayor Jones to not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

MOTION

COMMITTEE RESOLUTION 2023/144

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That Council put item 9.2 to the vote.

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

Against: Nil

CARRIED 5/0

9.2 TRUSTEESHIP OF GOODGER HALL - LOT 186 ON FY850

COMMITTEE RESOLUTION 2023/145

Moved: Cr Jane Erkens

Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That Council become trustees of the Goodger Hall, locally known as the Goodger School of Arts, being a Reserve for Public Hall R685, Lot 186 on FY850. and pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to complete the transfer of trusteeship.

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

Against: Nil

CARRIED 5/0**Attendance:**

At 11:44 am, Acting Mayor Gavin Jones returned to the meeting.

At 11:47am, Coordinator Community Development David Hursthouse entered the meeting.

9.3 SUPPLEMENTARY REPORT FOR GIFTING OF ST. FAITH CHURCH AND CEMETERY, MONDURE

COMMITTEE RESOLUTION 2023/146

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommend to Council:

That Council respectfully decline the offer to be gifted the St. Faith Anglican Church and negotiate the potential subdivision to split the cemetery from the lot in order for Council to accept an offer to take on the cemetery property located at Mondure.

In Favour: Crs Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Crs Gavin Jones, Jane Erkens and Scott Henschen

CARRIED 3/3 on the casting vote of the Chair

In accordance with Section 254E of the *Local Government Regulation 2012*

9.4 COMMUNITY CONSULTATION REGARDING MILP INC LEASE / GIFT OF A SECTION OF MCMAHON PARK

COMMITTEE RESOLUTION 2023/147

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee recommend to Council that;

1. Council resolves that under *Section 236(1)(b)(ii)* of the *Local Government Regulation 2012* for the disposal of the valuable non-current assets by offering a three (3) year non-exclusive use Deed of Licence to Occupy for Part of Lot 37 on RP842815, 70 Perkins Street, Murgon known as McMahon Park to the Murgon Independent Lifestyle Project Inc.
2. Pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy between Council and the Murgon Independent Lifestyle Project Inc on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.
3. Council provides ongoing support and encourage MILP Inc to progress the project and develop partnerships and source funding through other organisations at a local, regional, state and federal level.

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

Against: Nil

CARRIED 6/0

9.5 SALE OF LOTS 202 & 213 AERODROME ROAD TO DEPARTMENT OF MAIN ROADS

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee recommend to Council:

That Council offer the land for sale to Department of Main Roads.

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.

COMMITTEE RESOLUTION 2023/148

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

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

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 6/0****9.5.1 QUESTION ON NOTICE - AERODROME ROAD**

Question on notice from Cr Erkens:

Would we look at putting the road where the road reserve is rather than selling blocks of land?

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

At 12:13pm, Manager Finance & Strategy Kerri Andersen entered the meeting.

10.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/149

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That Cr Erken's Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report. to Council 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

11 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING**11.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/150

Moved: Cr Kirstie Schumacher
Seconded: Cr Gavin Jones

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing Portfolio Report to Council 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

ADJOURN LUNCH

COMMITTEE RESOLUTION 2023/151

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That the meeting adjourn for lunch.

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

Against: Nil

CARRIED 6/0

Attendance:

At the resumption of the meeting, Acting Mayor Gavin Jones was not present .

At the resumption of the meeting, General Manager Infrastructure Aaron Meehan was not present.

RESUME MEETING

COMMITTEE RESOLUTION 2023/152

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the meeting resume at 1:25pm.

In Favour: Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****11.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE**

COMMITTEE RESOLUTION 2023/153

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the Development Services Operational update be received for information.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****12 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)****12.1 DELEGATED AUTHORITY REPORTS (1 NOVEMBER 2023 TO 28 NOVEMBER 2023)**

COMMITTEE RESOLUTION 2023/154

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the Delegated Authority report be received.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****Attendance:**

At 1:34pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

12.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

COMMITTEE RESOLUTION 2023/155

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the List of correspondence pending completion of assessment report as of 28 November 2023 be received.

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

Against: Nil

CARRIED 5/0**13 QUESTIONS ON NOTICE****13.1 RATING CATEGORIES PIGGERIES**

COMMITTEE RESOLUTION 2023/156

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the response to the question regarding Rating Categories Piggeries raised by Councillor Henschen be received and noted.

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

Against: Nil

CARRIED 5/0

14 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/157

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

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*:

14.1 Interest on Overdue Rates

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.

14.2 Dog Registration Write Off

This matter is considered to be confidential under Section 254J - c 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 the local government's budget.

14.3 Future use of Lot 19 on CP891608 - 9 Knowles Street, Nanango

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.

14.4 Legal Update - Update on Planning Matter before the Planning and Environment Court.

This matter is considered to be confidential under Section 254J - e 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

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

Against: Nil

CARRIED 5/0**Attendance:**

At 1:45pm, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 1:49pm, Manager Community & Lifestyle Debra Moore returned to the meeting.

At 1:50pm, Land Investigation Officer Paul Turner entered the meeting.

At 1:50pm, Lease Officer Cathy Jackson entered the meeting.

At 1:51pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 1:59pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

COMMITTEE RESOLUTION 2023/158

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 5/0

14.1 INTEREST ON OVERDUE RATES

COMMITTEE RESOLUTION 2023/159

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee note the report for information.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****14.2 DOG REGISTRATION WRITE OFF**

COMMITTEE RESOLUTION 2023/160

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That the committee recommend to Council:

That Council pursue the outstanding 2022/23 dog registration fees via the renewal notices for 2023/24.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****Attendance:**

At 2:19pm, General Manager Infrastructure Aaron Meehan left the meeting.

14.3 FUTURE USE OF LOT 19 ON CP891608 - 9 KNOWLES STREET, NANANGO

COMMITTEE RESOLUTION 2023/161

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

1. That negotiations continue to determine suitability to enter into a new lease agreement in accordance with *s(236)(1)(c)(iii) & (3)(5) of the Local Government Regulation 2012* for the disposal of a non-valuable current asset being Lot 19 on CP891608; or
2. Negotiate the sale of the property to an adjoining landowner in accordance with *s(236)(c)(iv) & (3)(5) of the Local Government Regulation 2012*;
 - (a) The property be offered for Tender under *s227 of the Local Government Regulation 2012* should negotiations with the existing lessee and adjoining landowners fail.
3. Pursuant to *Section 257(1)(b) of the Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute a Lease between the existing leaseholder or sale of property to an adjoining landowner on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

14.4 LEGAL UPDATE - UPDATE ON PLANNING MATTER BEFORE THE PLANNING AND ENVIRONMENT COURT.

COMMITTEE RESOLUTION 2023/162

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the report be received for information.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 5/0****15 CLOSURE OF MEETING****The Meeting closed at 2:19pm.****The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on .**.....
CHAIRPERSON

7.3 MINUTES OF THE COUNCIL MEETING HELD ON 13 DECEMBER 2023

File Number: 24-01-2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

1. That the Minutes of the Council Meeting held on 13 December 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

1. **Minutes of the Council Meeting held on 13 December 2023**



MINUTES

**Ordinary Council Meeting
Wednesday, 13 December 2023**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 13 DECEMBER 2023 AT 9:00AM**

PRESENT: Councillors:

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

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Darryl Brooks (General Manager Liveability), Leanne Petersen (Manager Facilities & Parks), Kerri Anderson (Manager Finance and Sustainability), Debra Moore (Manager Community and Lifestyle), David Hursthouse (Coordinator Development Services), Cathy Jackson (Lease Officer), Adam Branch (Acting Manager Water & Wastewater), Kimberley Donohue (Executive Assistant).

1 OPENING

Acting Mayor Jones opened the meeting and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Mayor Brett Otto.

3 PRAYERS

Cr Duff led the chamber in the Lord's Prayer.

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 Gavin Jones inform this meeting that I have a declarable conflict of interest in relation to Item 15.10 - Trusteeship of Goodger Hall - Lot 186 on FY850.

The nature of my interest is as follows:

This declarable conflict of interest arises because I am a member of a community reference group that assists Stanwell to make allocations from its Community Partnership Fund and recently considered a grant application from an unincorporated community body, which grant application related to the possible future use of this site.

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

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest in relation to Item 20.3 - South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 3 October 2023.

The nature of my interest is as follows:

This declarable conflict of interest arises due to being a board member of the SBCHF.

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

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 22 NOVEMBER 2023

RESOLUTION 2023/191

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Minutes of the Council Meeting held on 22 November 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

Attendance:

At 9:12am, Executive Assistant Wendy Kruger entered the meeting.

At 9:12am, Executive Assistant Wendy Kruger left the meeting.

At 9:13am, Executive Assistant Wendy Kruger entered the meeting.

At 9:13am, Executive Assistant Wendy Kruger left the meeting.

8 NOTICES OF MOTION

8.1 SPEED CAMERAS

RESOLUTION 2023/192

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That South Burnett Regional Council writes to the Premier and Minister for Transport and Main Roads to express concerns for the placement of the mobile roadside traffic cameras so that they are positioned in areas of known risk to road users and not where they could be perceived to have a non-safety focus.

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

Against: Nil

CARRIED 6/0

9 BUSINESS OUTSTANDING

9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2023/193

Moved: Cr Jane Erkens
 Seconded: Cr Danita Potter

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 MEETING DATES FOR THE ORDINARY MEETINGS OF COUNCIL

RESOLUTION 2023/194

Moved: Cr Kathy Duff
 Seconded: Cr Scott Henschen

That Council adopt the dates, times and locations for Ordinary meetings of Council, January to March 2024 as follows:

Date	Time	Location
Wednesday 24 January 2024	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 14 February 2024	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 6 March 2024	9.00am	Warren Truss Chamber Glendon Street Kingaroy

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

Against: Nil

CARRIED 6/0

10.2 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2023/195

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 30th November 2023 be received and noted and that a workshop be scheduled to consider the next quarter review with a focus on capital program.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 9:39am, Cr Kathy Duff left the meeting.

10.3 QUOTE SBRCQ 2023/24-18 - REPLACE WATER TRUCKS 2016, 2017 AND 2022

RESOLUTION 2023/196

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That South Burnett Regional Council purchase from Daimler Trucks Sunshine Coast, three (3) Mitsubishi Fuso Shogun FV74 for \$796,769.73 excluding GST.

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

Against: Nil

CARRIED 5/0

10.4 LOCAL LAW REVIEW WORKSHOP

RESOLUTION 2023/197

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That South Burnett Regional Council

1. Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and
2. Adopt the following recommendations that Council:
 - (a) Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011.
 - (b) Repeal Model Local Law No. 2 (Meetings) 2008.
- 3 Conduct a workshop shared accommodation, temporary homes, animals and parking in January 2024

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

Against: Nil

CARRIED 5/0

10.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ASSET MANAGEMENT POLICY - STRATEGIC014

RESOLUTION 2023/198

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the South Burnett Regional Council Asset Management Policy – Strategic014 be adopted as presented.

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

Against: Nil

CARRIED 5/0

10.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE CREDIT CARD POLICY - STATUTORY031

RESOLUTION 2023/199

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the South Burnett Regional Council Corporate Credit Card Policy – Statutory031 be adopted as presented.

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

Against: Nil

CARRIED 5/0

10.7 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INFORMATION PRIVACY POLICY - STATUTORY038

RESOLUTION 2023/200

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That the South Burnett Regional Council Corporate Information Privacy Policy – Statutory031 be adopted as presented.

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

Against: Nil

CARRIED 5/0

10.8 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL EXPENSES REIMBURSEMENT FOR COUNCILLORS POLICY - STATUTORY002

RESOLUTION 2023/201

Moved: Cr Scott Henschen
Seconded: Cr Danita Potter

That the South Burnett Regional Council Expenses Reimbursement for Councillors Policy – Statutory002 be adopted as presented.

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

Against: Nil

CARRIED 5/0

Attendance:

At 9:46am, Cr Kathy Duff returned to the meeting.

10.9 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL LOCAL LAW - MAKING PROCESS POLICY - STATUTORY056

RESOLUTION 2023/202

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the South Burnett Regional Council Local Law – Making Process Policy – Statutory056 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

11 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET

11.1 FREEMANS LANE, KINGAROY - CONCRETE PAVEMENT

RESOLUTION 2023/203

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That South Burnett Regional Council fund the rehabilitation of a section of Freemans Lane to the value of \$200,000 from Council's flood co-contribution allocation.

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

Against: Nil

CARRIED 6/0

11.2 APPLICATION FOR THE ROAD CLOSURE FOR THE UNMAINTAINED GOOMERI WEST ROAD WHICH ADJOINS LOT 52 FY407

RESOLUTION 2023/204

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

1. That South Burnett Regional Council advise the applicant and the Department of Resources that:
 - (a) It supports an application for a temporary road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1.
 - (b) Make note to the department that Council does not support a permanent road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1. The reasons for this objection are as follows:
 - i the long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - (c) Should the Department Resources approve the proposed permanent road closure or a temporary road closure with road licence, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
 - (a) Execute, as road manager, form Part C 'Statement in relation to an application under the Land Act 1994 over State land' for the proposed permanent road closure.

In Favour: Crs 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

Nil

13 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH**Attendance:**

At 9:58am, Manager Community & Lifestyle Debra Moore entered the meeting.

At 10:06am, Lease Officer Cathy Jackson entered the meeting.

13.1 DOG REGISTRATION WRITE OFF

RESOLUTION 2023/205

Moved: Cr Scott Henschen
 Seconded: Cr Kirstie Schumacher

That South Burnett Regional Council pursue the outstanding 2022/23 dog registration fees via the renewal notices for 2023/24.

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

CARRIED 3/3 ON THE CASTING VOTE OF THE ACTING MAYOR

ADJOURN MORNING TEA

RESOLUTION 2023/206

Moved: Cr Scott Henschen
 Seconded: Cr Danita Potter

That the meeting adjourn for morning tea.

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

CARRIED 6/0

Presentation of 2023 Santa Workshop Winners.

RESUME MEETING

RESOLUTION 2023/207

Moved: Cr Gavin Jones
 Seconded: Cr Scott Henschen

That the meeting resume at 10:58am.

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 DARLING DOWNS REGIONAL WASTE AND RESOURCE RECOVERY MANAGEMENT PLAN**

RESOLUTION 2023/208

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That South Burnett Regional Council notes and supports the Darling Downs Regional Waste and Resource Recovery Management Plan.

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 AWARD OF SBRCQ 23/24-66 - TRUSTEE PERMIT TO OCCUPY**

RESOLUTION 2023/209

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. Enter a Trustee Permit to Occupy with Sarah Saxer for Lot 2 on Crown Plan N2349, being 44 King Street, Nanango for \$629.20 per annum inclusive of GST for five (5) years as per SBRCQ 23/24-66.
2. Council delegates to the Chief Executive Officer the power pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, to negotiate, finalise and execute a Trustee Permit to Occupy with Sarah Saxer on terms and conditions the Chief Executive Officer reasonably 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

15.2 UPDATE ON SIR CHARLES ADERMANN PARK COMMUNITY CONSULTATION.

RESOLUTION 2023/210

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. Acknowledge the extension of the community consultation of Sir Charles Adermann Park into May 2024 to allow time to review traffic behaviour and community feedback on road safety in the area and review the community survey results and written responses.
2. Note the feedback received to date from both the public meeting and online feedback and confirms that Adermann Park will be not utilised for any car parking services and that the feedback received will inform the 2024 – 2025 capital and operational budgets.

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

Against: Nil

CARRIED 6/0

15.3 SAFETY AUDIT SOUTH BURNETT POOLS

RESOLUTION 2023/211

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the Pool Safety Audits and Pool Safety Improvement Plan for all pools be adopted and the findings that were identified from the audit become action items to ensure Council Pool Facilities comply with the Australian Standards 2416 and the Royal Life Saving Guidelines for Safe Pool Operations.

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

Against: Nil

CARRIED 6/0

15.4 RENEWAL OF MOA - SBCARE INCORPORATED

RESOLUTION 2023/212

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That South Burnett Regional Council;

1. *Section 236(1)(b)(ii) of the Local Government Regulation 2012* applies for Council to enter into a Memorandum of Agreement with SBCare Incorporated for the use of the small office located in the Wondai Hall being part of Lot 3 on CP904146 for a three (3) year term;
2. That Council resolves under *Section 257(1)(b) of the Local Government Act 2009* to delegate the power to the Chief Executive Officer to negotiate, finalise and execute the Memorandum of Agreement between Council and SBCare Incorporated on terms and conditions the Chief Executive Officer considers satisfactory to Council.
3. That SBCare contributes \$100 plus GST towards costs per annum and that this price increases by CPI each year. In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil**CARRIED 6/0**

15.5 COMMUNITY CONSULTATION REGARDING MILP INC LEASE/GIFT OF A SECTION OF MCMAHON PARK

RESOLUTION 2023/213

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council;

1. resolves that under *Section 236(1)(b)(ii) of the Local Government Regulation 2012* for the disposal of the valuable non-current assets by offering a three (3) year non-exclusive use Deed of Licence to Occupy for Part of Lot 37 on RP842815, 70 Perkins Street, Murgon known as McMahon Park to the Murgon Independent Lifestyle Project Inc.;
2. pursuant to *Section 257(1)(b) of the Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy between Council and the Murgon Independent Lifestyle Project Inc on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council; and
3. provides ongoing support and encourage MILP Inc to progress the project and develop partnerships and source funding through other organisations at a local, regional, state and federal level.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 6/0**

Attendance:

At 11:31am, General Manager Infrastructure Aaron Meehan left the meeting.

At 11:32am, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 11:34am, Manager Community & Lifestyle Debra Moore left the meeting.

At 11:36am, Manager Community & Lifestyle Debra Moore returned to the meeting.

15.6 SUPPLEMENTARY REPORT FOR GIFTING OF ST. FAITH CHURCH AND CEMETERY, MONDURE.

MOTION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and commence negotiations for the potential subdivision to split the cemetery from the Church lot at no cost to Council before Council would be able to accept an offer to take on the cemetery property located at Mondure.

AMENDMENT

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and write to the church seeking a response in regards to understanding the condition of the cemetery, its current operations and the church's plans to maintain the cemetery in the future and that a report be brought back to a future Council meeting.

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

Against: Nil

CARRIED 6/0

THE AMENDMENT BECAME THE RESOLUTION

RESOLUTION 2023/214

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and write to the church seeking a response in regards to understanding the condition of the cemetery, its current operations and the church's plans to maintain the cemetery in the future and that a report be brought back to a future Council meeting

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

Against: Cr Jane Erkens,

CARRIED 5/1

15.7 FUTURE USE OF LOT 19 ON CP891608 - 9 KNOWLES STREET, NANANGO

RESOLUTION 2023/215

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That

1. Negotiations continue to determine suitability to enter into a new lease agreement in accordance with *s(236)(1)(c)(iii) & (3)(5) of the Local Government Regulation 2012* for the disposal of a non-valuable current asset being Lot 19 on CP891608; or
2. Negotiate the sale of the property to an adjoining landowner in accordance with *s(236)(c)(iv) & (3)(5) of the Local Government Regulation 2012*;
 - (a) The property be offered for Tender under *s227 of the Local Government Regulation 2012* should negotiations with the existing lessee and adjoining landowners fail.
3. Pursuant to *Section 257(1)(b) of the Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute a Lease between the existing leaseholder or sale of property to an adjoining landowner on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 11:45am, Acting Manager Water & Wastewater Adam Branch entered the meeting.

15.8 AMENDMENT OF FEES AND CHARGES 2023-24 - MCCAULEY WEIR

RESOLUTION 2023/216

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the 2023/24 Fees and Charges be amended to include the following:

1. McCauley Weir– Key Deposit of one hundred dollars (\$100) which is refundable on the return of the key subject to the terms and conditions of use.
2. That the amended fees take effect as of 1 January 2024.

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

Against: Nil

CARRIED 6/0

15.9 BARAMBAH UNITED FOOTBALL CLUB INC - FINANCIAL SUPPORT

RESOLUTION 2023/217

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That South Burnett Regional Council:

1. develop a Policy for managing requests for financial support by community organisations and not-for-profit groups; and
2. offer for the Barambah United Football Club Inc to apply for a community organisation loan for the shortfall of co-contribution funds.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 11:46am, Cr Gavin Jones left the meeting due to a COI and Cr Henschen took the chair.

At 11:48am, Coordinator Planning & Development David Hursthouse entered the meeting.

15.10 TRUSTEESHIP OF GOODGER HALL - LOT 186 ON FY850

RESOLUTION 2023/218

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council become trustees of the Goodger Hall, locally known as the Goodger School of Arts, being a Reserve for Public Hall R685, Lot 186 on FY850. and pursuant to *Section 257(1)(b) of the Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to complete the transfer of trusteeship.

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

Against: Nil

CARRIED 5/0**Attendance:**

At 11:55 am, Cr Gavin Jones returned to the meeting and resumed the chair.

16 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES**16.1 REQUEST TO APPLY FOR THE ACTIVE WOMEN AND GIRLS GRANT**

RESOLUTION 2023/219

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council make application for funding under the Active Women and Girls Program, which promotes increased participation of women and girls in sport and active recreation.

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

Against: Nil

CARRIED 6/0**17 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING****17.1 QUEENSLAND RESILIENCE AND RISK REDUCTION FUND - GRANT OPPORTUNITY**

RESOLUTION 2023/220

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That South Burnett Regional Council delegate to the Chief Executive Officer (CEO) two (2) grant applications to be submitted for funding under the Queensland Resilience and Risk Reductions Fund.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 12:13pm, Manager Finance & Sustainability Kerri Anderson left the meeting.

At 12:16pm, Manager Finance & Sustainability Kerri Anderson returned to the meeting.

17.2 REGIONAL DEVELOPMENT ACTION PLAN

RESOLUTION 2023/221

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That South Burnett Regional Council endorse the Regional Development Action Plan to deliver on the Regional Development Strategy 2021 – 2026 as amended.

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

Against: Nil

CARRIED 6/0

17.3 COMBINED APPLICATION FOR MATERIAL CHANGE OF USE FOR EXTRACTIVE INDUSTRY (REMOVAL OF QUARRY MATERIAL) AND RECONFIGURATION OF A LOT (ACCESS EASEMENT) AT 79 ZERNERS ROAD MURGON (AND DESCRIBED AS LOT 1 ON RP98690 & LOT 1 ON RP96067). APPLICANT: ROAMALLA PTY LTD C/- GASKELL PLANNING CONSULTANTS

RESOLUTION 2023/222

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council approve the Development Permit for Material Change of Use for Extractive Industry and Reconfiguring a Lot (Access Easement) at 79 Zerners Road, Murgon (Lot 1 on RP98690 & Lot 1 on RP96067). Applicant: Roamalla Pty Ltd c/- Gaskell Planning Consultants.

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 - COMPARISON OF INFRASTRUCTURE CHARGES

RESOLUTION 2023/223

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the response to the question regarding a full report be brought back with a comparison of infrastructure fees and charges between other Council's raised by Councillor Duff 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 QUESTION ON NOTICE - BLACKBUTT TRANSFER STATION

RESOLUTION 2023/224

Moved: Cr Gavin Jones
Seconded: Cr Danita Potter

That the response to the question regarding what is permitted at the Blackbutt Transfer Station raised by Acting Mayor 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

18.3 QUESTION ON NOTICE - APPROVED SUBDIVISIONS IN THE REGION

RESOLUTION 2023/225

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the response to the question regarding approved subdivisions within the region be brought back to Council raised by Councillor Erkens 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

Attendance:

At 11:48am, Coordinator Planning & Development David Hursthouse left the meeting

18.4 QUESTION ON NOTICE - WASTE REMOVAL AT BROADMAN ROAD

RESOLUTION 2023/226

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That the response to the question regarding can customer be contacted back regarding a request for waste removal at Broadman Road raised by Councillor Erkens 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

18.5 QUESTION ON NOTICE - LANDFILL TENDER PROTERRA

RESOLUTION 2023/227

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the response to the question regarding, are there any long term options for landfill operations, as Proterra is only contracted, 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**18.6 QUESTION ON NOTICE - PERISHED TREE IN KUMBIA.**

RESOLUTION 2023/228

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the response to the question regarding Is the perished tree in Kumbia being replaced in the near future raised by Councillor Henschen 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 2023/229

Moved: Cr Gavin Jones
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 Murgon Visitor Information Centre

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 Financial Hardship Rates Application – Assessment Number -23839-10000-000

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.

20.3 South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 3 October 2023

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.

20.4 Confidential - Mt Wooroolin Reservoir Tender Evaluation

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

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

Against: Nil

CARRIED 6/0

Attendance:

At 12:16pm, Cr Danita Potter left the meeting.

At 12:17 pm, Cr Danita Potter returned to the meeting.

At 12:18pm, Executive Assistant Kimberley Donohue left the meeting.

At 12:21pm, Executive Assistant Kimberley Donohue returned to the meeting.

At 12:21pm, Chief Executive Officer Mark Pitt left the meeting.

At 12:24pm, Chief Executive Officer Mark Pitt returned to the meeting.

At 12:29pm, Lease Officer Cathy Jackson left the meeting.

At 12:33pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 12:35pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 12:46pm, Cr Kathy Duff left the meeting.

At 1:07 pm, Cr Jane Erkens left the meeting.

At 1:10 pm, Cr Jane Erkens returned to the meeting.

At 1:16 pm, Cr Kirstie Schumacher left the meeting due to a COI.

At 1:21 pm, Cr Kirstie Schumacher returned to the meeting.

RESOLUTION 2023/230

Moved: Cr Gavin Jones

Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 5/0

20.1 MURGON VISITOR INFORMATION CENTRE

RESOLUTION 2023/231

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That item 20.1 lay on the table pending community consultation

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

Against: Nil

CARRIED 5/0

20.2 FINANCIAL HARDSHIP RATES APPLICATION – ASSESSMENT NUMBER -23839-10000-000

RESOLUTION 2023/232

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That South Burnett Regional Council:

1. Request the owner enter into a payment arrangement for Assessment Number 23839-10000-000 for \$350.00 per fortnight commencing 1 February 2024 for a period of 12 months;
2. Payments increasing to \$400.00 per fortnight from 1 February 2025 for a period of 12 months;
3. Payments increasing to \$500.00 per fortnight from 1 February 2026 for a period of 12 months;
4. Payments increasing to \$550.00 per fortnight from 1 February 2027 for a period of 12 months under normal rate arrangement conditions;
5. Payments increasing to \$650.00 per fortnight from 1 February 2028 for a period of 12 months under normal rate arrangement conditions;
6. Suspend interest from accumulating while hardship payment arrangement is maintained;
7. A review of this Payment Plan monthly; or at other times if Council is advised that the Applicant's circumstances have changed significantly;
8. The expiry of this Payment Plan upon payment in full of all outstanding rates and charges; and
9. The Chief Executive Officer be authorised to negotiate a suitable payment plan should the Applicant reject or request a variance of this Payment Plan.

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

Against: Nil

CARRIED 5/0

20.4 CONFIDENTIAL - MT WOOROLIN RESERVOIR TENDER EVALUATION

RESOLUTION 2023/233

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That Council:

1. Accept the submission from Pensar Structures Pty Ltd the preferred tender for Tender 23_24-09; and
2. Delegate to the Chief Executive Officer to negotiate the contract; and
3. Make a budget amendment for the second quarter review of \$330,000 to be allocated from restricted cash and program savings.

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

Against: Nil

CARRIED 5/0

Attendance:

At 1:22pm, Cr Kirstie Schumacher left the meeting due to a COI.

20.3 SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED BOARD MEETING MINUTES - 3 OCTOBER 2023

RESOLUTION 2023/234

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the report on South Burnett Community Hospital Foundation Limited Board meeting held on 3 October 2023 be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter and Scott Henschen

Against: Nil

CARRIED 4/0

21 CLOSURE OF MEETING

The Meeting closed at 1.23pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 December 2030.

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CHAIRPERSON

8 NOTICES OF MOTION

Nil

9 BUSINESS OUTSTANDING

9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File Number: 24/01/2024

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

N/A

ATTACHMENTS

- 1. Business Outstanding Table**

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Meeting Date: 24 January 2024

Attachment No: 1

Meeting	Subject	Resolution	Notes
<p>Council 13/12/2023</p>	<p>Update on Sir Charles Adermann Park Community Consultation.</p>	<p>RESOLUTION 2023/210</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Acknowledge the extension of the community consultation of Sir Charles Adermann Park into May 2024 to allow time to review traffic behaviour and community feedback on road safety in the area and review the community survey results and written responses. 2. Note the feedback received to date from both the public meeting and online feedback and confirms that Adermann Park will be not utilised for any car parking services and that the feedback received will inform the 2024 – 2025 capital and operational budgets. <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 13/12/2023</p>	<p>Application for the Road Closure for the Unmaintained Goomeri West Road Which Adjoins Lot 52 FY407</p>	<p>RESOLUTION 2023/204</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <ol style="list-style-type: none"> 1. That South Burnett Regional Council advise the applicant and the Department of Resources that: <ol style="list-style-type: none"> (a) It supports an application for a temporary road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1. 	

	<p>(b) Make note to the department that Council does not support a permanent road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1. The reasons for this objection are as follows:</p> <p style="padding-left: 20px;">i the long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.</p> <p>(c) Should the Department Resources approve the proposed permanent road closure or a temporary road closure with road licence, that there be no cost to Council associated with the road closure.</p> <p>2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.</p> <p>(a) Execute, as road manager, form Part C 'Statement in relation to an application under the Land Act 1994 over State land' for the proposed permanent road closure.</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 13/12/2023</p>	<p>Community Consultation regarding MILP Inc Lease/Gift of a section of McMahon Park</p> <p>RESOLUTION 2023/213</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council;</p> <ol style="list-style-type: none"> 1. resolves that under <i>Section 236(1)(b)(ii)</i> of the <i>Local Government Regulation 2012</i> for the disposal of the valuable non-current assets by offering a three (3) year non-exclusive use Deed of Licence to Occupy for Part of Lot 37 on RP842815, 70 Perkins Street, Murgon known as McMahon Park to the Murgon Independent Lifestyle Project Inc.; 2. pursuant to <i>Section 257(1)(b)</i> of the <i>Local Government Act 2009</i>, the Council resolves to delegate to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to

		<p>Occupy between Council and the Murgon Independent Lifestyle Project Inc on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council; and</p> <p>3. provides ongoing support and encourage MILP Inc to progress the project and develop partnerships and source funding through other organisations at a local, regional, state and federal level.</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 13/12/2023	Safety Audit South Burnett Pools	<p>RESOLUTION 2023/211</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Jane Erkens</p> <p>That the Pool Safety Audits and Pool Safety Improvement Plan for all pools be adopted and the findings that were identified from the audit become action items to ensure Council Pool Facilities comply with the Australian Standards 2416 and the Royal Life Saving Guidelines for Safe Pool Operations.</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 13/12/2023	Quote SBRCQ 2023/24-18 - Replace Water Trucks 2016, 2017 and 2022	<p>RESOLUTION 2023/196</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Scott Henschen</p>

		<p>That South Burnett Regional Council purchase from Daimler Trucks Sunshine Coast, three (3) Mitsubishi Fuso Shogun FV74 for \$796,769.73 excluding GST.</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>
Council 13/12/2023	Monthly Financial Information	<p>RESOLUTION 2023/195</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 30th November 2023 be received and noted and that a workshop be scheduled to consider the next quarter review with a focus on capital program.</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 13/12/2023	Freemans Lane, Kingaroy - Concrete Pavement	<p>RESOLUTION 2023/203</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council fund the rehabilitation of a section of Freemans Lane to the value of \$200,000 from Council's flood co-contribution allocation.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>

		<u>Against:</u> Nil	CARRIED 6/0
Council 13/12/2023	Local Law Review Workshop	<p>RESOLUTION 2023/197</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council</p> <ol style="list-style-type: none"> 1. Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and 2. Adopt the following recommendations that Council: <ol style="list-style-type: none"> (a) Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011. (b) Repeal Model Local Law No. 2 (Meetings) 2008. 3 Conduct a workshop shared accommodation, temporary homes, animals and parking in January 2024 <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>RESOLUTION 2023/198</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>That the South Burnett Regional Council Asset Management Policy – Strategic014 be adopted as presented.</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>	

CARRIED 5/0		
<p>Council 13/12/2023</p>	<p>Regional Development Action Plan</p>	<p>RESOLUTION 2023/221</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council endorse the Regional Development Action Plan to deliver on the Regional Development Strategy 2021 – 2026 as amended.</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 13/12/2023</p>	<p>Request to Apply for the Active Women and Girls Grant</p>	<p>RESOLUTION 2023/219</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council make application for funding under the Active Women and Girls Program, which promotes increased participation of women and girls in sport and active recreation.</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 13/12/2023</p>	<p>Confidential - Mt Wooroolin Reservoir Tender Evaluation</p>	<p>RESOLUTION 2023/233</p>
		<p>Moved: Cr Jane Erkens</p>
		<p>Seconded: Cr Danita Potter</p>
		<p>That Council:</p>
		<ol style="list-style-type: none"> 1. Accept the submission from Pensar Structures Pty Ltd the preferred tender for Tender 23_24-09; and 2. Delegate to the Chief Executive Officer to negotiate the contract; and 3. Make a budget amendment for the second quarter review of \$330,000 to be allocated from restricted cash and program savings.
		<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>CARRIED 5/0</p>
<p>Council 13/12/2023</p>	<p>Murgon Visitor Information Centre</p>	<p>RESOLUTION 2023/231</p>
		<p>Moved: Cr Jane Erkens</p>
		<p>Seconded: Cr Scott Henschen</p>
		<p>That item 20.1 lay on the table pending community consultation</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>CARRIED 5/0</p>
		<p>RESOLUTION 2023/231</p>
		<p>Moved: Cr Jane Erkens</p>

	<p>Seconded: Cr Scott Henschen</p> <p>That item 20.1 lay on the table pending community consultation</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>Council 13/12/2023</p> <p>Future Use of Lot 19 on CP891608 - 9 Knowles Street, Nanango</p>	<p>RESOLUTION 2023/215</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That</p> <ol style="list-style-type: none"> 1. Negotiations continue to determine suitability to enter into a new lease agreement in accordance with <i>s(236)(1)(c)(iii) & (3)(5) of the Local Government Regulation 2012</i> for the disposal of a non-valuable current asset being Lot 19 on CP891608; or 2. Negotiate the sale of the property to an adjoining landowner in accordance with <i>s(236)(c)(iv) & (3)(5) of the Local Government Regulation 2012;</i> <ol style="list-style-type: none"> (a) The property be offered for Tender under <i>s227 of the Local Government Regulation 2012</i> should negotiations with the existing lessee and adjoining landowners fail. 3. Pursuant to <i>Section 257(1)(b) of the Local Government Act 2009</i>, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute a Lease between the existing leaseholder or sale of property to an adjoining landowner on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council. <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 13/12/2023</p>	<p>Supplementary Report for Gifting of St. Faith Church and Cemetery, Mondure.</p>	<p>MOTION</p>
		<p>Moved: Cr Kathy Duff</p>
		<p>Seconded: Cr Danita Potter</p>
		<p>That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and commence negotiations for the potential subdivision to split the cemetery from the Church lot at no cost to Council before Council would be able to accept an offer to take on the cemetery property located at Mondure.</p>
		<p>AMENDMENT</p>
		<p>Moved: Cr Kirstie Schumacher</p>
		<p>Seconded: Cr Kathy Duff</p>
		<p>That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and write to the church seeking a response in regards to understanding the condition of the cemetery, its current operations and the church’s plans to maintain the cemetery in the future and that a report be brought back to a future 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>CARRIED 6/0</p>
		<p>THE AMENDMENT BECAME THE RESOLUTION</p>
		<p>RESOLUTION 2023/214</p>
		<p>Moved: Cr Kathy Duff</p>
		<p>Seconded: Cr Danita Potter</p>

	<p>That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and write to the church seeking a response in regards to understanding the condition of the cemetery, its current operations and the church’s plans to maintain the cemetery in the future and that a report be brought back to a future Council meeting</p> <p><u>In Favour:</u> Crs Gavin Jones, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Cr Jane Erkens,</p> <p style="text-align: right;">CARRIED 5/1</p>
<p>Council 13/12/2023</p> <p>Trusteeship of Goodger Hall - Lot 186 on FY850</p>	<p>RESOLUTION 2023/218</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council become trustees of the Goodger Hall, locally known as the Goodger School of Arts, being a Reserve for Public Hall R685, Lot 186 on FY850.and pursuant to <i>Section 257(1)(b)</i> of the <i>Local Government Act 2009</i>, the Council resolves to delegate to the Chief Executive Officer the power to complete the transfer of trusteeship.</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>
<p>Council 13/12/2023</p> <p>Amendment of Fees and Charges 2023-24 - McCauley Weir</p>	<p>RESOLUTION 2023/216</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That the 2023/24 Fees and Charges be amended to include the following:</p>

	<p>1. McCauley Weir– Key Deposit of one hundred dollars (\$100) which is refundable on the return of the key subject to the terms and conditions of use.</p> <p>2. That the amended fees take effect as of 1 January 2024.</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 22/11/2023</p> <p>Sale by Tender of 4 Haly Street, Kingaroy to adjoining owners</p>	<p>RESOLUTION 2023/165</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council offer the land for sale by tender to the three adjoining owners by;</p> <p>1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> 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 retain the property in Council ownership and tender the property for lease/permit for grazing purposes.</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 22/11/2023</p>	<p>Proposed Tender to Adjoining owners for sale of 29 Tiernan Terrace, Murgon</p>	<p>RESOLUTION 2023/164</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council approve for sale by tender to adjoining owners 29 Tiernan Terrace, Murgon (Lot 72 RP855764) by;</p> <ol style="list-style-type: none"> 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, and 2. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to negotiate and execute contract of sale. <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 22/11/2023</p>	<p>Proposed tender for sale of 23 Jellicoe Street, Proston</p>	<p>RESOLUTION 2023/167</p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council approve for sale by tender 23 Jellicoe Street, Proston (Lot 38 RP57676) by;</p> <ol style="list-style-type: none"> 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; and 3. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to negotiate and execute contract of sale.

		<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 22/11/2023	Proposed tender for sale of Lot 18 McConnel Way, Mondure	<p>RESOLUTION 2023/166</p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council approve for sale by tender Lot 18 McConnel Way, Mondure (Lot 18 RP27655) by;</p> <ol style="list-style-type: none"> 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; and 3. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to complete contracts of sale. <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 22/11/2023</p>	<p>Murgon PCYC Toilet Re- Furbishment - Awarding of Contract to Successful Tenderer</p>	<p>RESOLUTION 2023/163</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council award AKR Builders the tender SBRC 2324_04 for the renovations of the Murgon PCYC main toilets and to construct two new Person with Disability (PWD) facilities.</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>CARRIED 6/0</p>		
<p>Council 22/11/2023</p>	<p>Nanango CBD Parking & Operations - Community Consultation</p>	<p>RESOLUTION 2023/157</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. conduct further engagement with each business providing a letter requesting them to utilise off street parking locations and providing a map of alternative parking options; 2. meet with individual businesses on Drayton Street (Fitzroy St – Drayton St) in early 2024 to determine if there has been a change in the supply of carparking bays by business owners; and 3. contact both Stanwell Corporation, Meandu Mine and the bus company and find out how many workers park there and is it possible to liaise to find a more suitable place that does not impact on retail parking. <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>CARRIED 6/0</p>		

<p>Council 22/11/2023</p>	<p>Council resolution for repeated operational expenditure, sole suppliers and original equipment manufacturers</p>	<p>RESOLUTION 2023/156</p>
		<p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council resolves it is satisfied that the registers of suppliers for Repeated Operational Expenditure, Sole Suppliers and Original Equipment Manufacturers contain suppliers that provide goods or services to Council where the expenditure cannot be sourced traditionally via quotation, tender or expressions of interest.</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>CARRIED 6/0</p>
<p>Council 22/11/2023</p>	<p>Grant Opportunity - Staff Emergency Service (SES) Support Grants 2024-2025</p>	<p>RESOLUTION 2023/162</p>
		<p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Develop and apply to the Queensland Fire and Emergency Services (QFES) for grant funding under SES Support Grants 2024-25 round for the purchase of a SES vehicle to be used exclusively for carrying out SES activities; and 2. Approve the required Council contribution estimated to be \$32,500 from the 2024 – 2025 fleet budget towards the purchase of a SES vehicle should the grant application be successful. <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>

CARRIED 6/0		
<p>Council 22/11/2023</p>	<p>Wondai Roundabout and CBD Streetscape Project Development</p>	<p>RESOLUTION 2023/159</p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Approve the Bunya Highway roundabout drawings and design concept subject to gaining the necessary approvals from the Department of Transport and Main Roads; 2. Accept the funding option presented today with the total project value of \$2.85 million with an existing funding allocation of \$700,000 W4Q and \$800,000, Council funds the project with an additional \$880k from LRCI Round 4b and from existing capital program available allocations, reassign \$275k from Road Reseals and \$200k from major dig out programme; and 3. Approve the layout plan in accordance with Concept Plan- Option 1 with a single-coloured exposed aggregate footpath surfacing. <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 22/11/2023</p>	<p>Kumbia Recreation Reserve Preliminary Master Plan</p>	<p>RESOLUTION 2023/168</p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Adopt the Draft Kumbia Recreation Reserve Preliminary Master Plan; and

		<p>2. Undertake community consultation to seek views on the priority projects to be included in the stage one of park redevelopment.</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 22/11/2023	Business & Digital Transformation Review	<p>RESOLVED 2023/154</p> <p>That a report be brought back to Council with a road map of the business and digital transformation and what Council needs to do to fast track this process.</p>
Council 22/11/2023	Potential Purchase of Community Health Building, Kingaroy	<p>RESOLUTION 2023/190</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council offer to purchase the property from the State of Queensland (represented by Queensland Health).</p> <p>1. Contract of sale to be in accordance with;</p> <ul style="list-style-type: none"> (i) <i>Local Government Regulation 2012.</i> (ii) Queensland Government Land Transaction Policy 2021. (iii) SBRC Procurement Policy. (iv) SBRC Investment Policy. <p>2. Pursuant to <i>Section 257(1)(b)</i> of the Act, the Council resolves to delegate to the CEO the power to negotiate terms and bring a report back to 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>
Council 22/11/2023	Question on Notice - Access Point at Proston Lookout	<p>Question on notice from Cr Henschen: Is the only access to the property at the Proston Lookout through the Lookout itself?</p>
Council 22/11/2023	Media Statement - Off Street Parking for employees	<p>RESOLVED 2023/158 That a media release be prepared to encourage employees to park off street and leave front of business parks for customers.</p>
Council 22/11/2023	Glendon Street Amenities Electricity Update	<p>RESOLUTION 2023/188 Moved: Cr Danita Potter Seconded: Cr Scott Henschen That Council delegate to the Chief Executive Officer to make an application for an exceptional circumstances exemption in relation to the power connection of the Glendon Street Amenities until the potential purchase of the adjacent community health building is resolved.</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 22/11/2023</p>	<p>Trustee Lease - Tingoorra Sports Association Inc</p>	<p>RESOLUTION 2023/176</p>
<p>Moved: Cr Scott Henschen</p>		
<p>Seconded: Cr Kirstie Schumacher</p>		
<p>That South Burnett Regional Council:</p>		
<ol style="list-style-type: none"> 1. resolves that the exception in <i>Local Government Regulation 2012 section 236 (1)(b)(ii)</i> applies to Council for the disposal by way of grant of a Lease of the valuable non-current asset, which is Lot 91 on Crown Plan FY2885, to the Tingoorra Sports Association Inc; and 2. delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Tingoorra Sports Association Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council. 		
<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>CARRIED 6/0</p>		
<p>Council 22/11/2023</p>	<p>Request for a Flying Fox in First Settlers Park, Benarkin</p>	<p>RESOLUTION 2023/174</p>
<p>Moved: Cr Scott Henschen</p>		
<p>Seconded: Cr Kirstie Schumacher</p>		
<p>That the request for a flying fox be considered in future stages of the First Settlers Park development and Council's 10-year capital works program.</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>CARRIED 6/0</p>		

<p>Council 22/11/2023</p>	<p>Consideration for Remission on Rates - Assessment 21247-10000- 000, 31065- 00000-000 & 31015-00000- 000</p>	<p>RESOLUTION 2023/187</p>
		<p>Moved: Cr Kirstie Schumacher</p>
		<p>Seconded: Cr Jane Erkens</p>
		<p>That South Burnett Regional Council does not accede to the request for a rate remission for rate assessments 21247-10000-000, 31065-00000-000 & 31015-00000-000 effective from 1 July 2023 as it is not fully compliant with Council's policy.</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>CARRIED 6/0</p>
<p>Council 22/11/2023</p>	<p>Cycle Network Local Government Grants Program</p>	<p>RESOLUTION 2023/180</p>
		<p>Moved: Cr Danita Potter</p>
		<p>Seconded: Cr Kathy Duff</p>
		<p>That South Burnett Regional Council delegate to the Chief Executive Officer (CEO) for a grant application to be submitted for funding under the Queensland Governments Cycle Network Local Government Grants Program.</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>CARRIED 6/0</p>

<p>Council 25/10/2023</p>	<p>SBRCQ 2223_135 Purchase of PPE Field Uniforms</p>	<p>RESOLUTION 2023/147 Moved: Cr Kathy Duff Seconded: Cr Kirstie Schumacher</p>	<p>That Council approves the recommendation to establish a 12-month supply arrangement for Hi-Visibility Field Uniforms with CA Design and Print.</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>CARRIED 6/0</p>	
<p>Council 25/10/2023</p>	<p>Outline Council's Intent in a Planning Policy</p>	<p>RESOLVED 2023/113</p>	<p>That Council include in an appropriate planning policy, that Council's intent is to assist, support and encourage development.</p>	<p>07 Dec 2023 11:20am Searle, Karen</p>	<p>Seeking assistance from Liveability to develop policy</p>		
<p>Council 25/10/2023</p>	<p>Regional University Study Hubs - 2023 Application Round</p>	<p>RESOLUTION 2023/123</p>	<p>Moved: Cr Danita Potter Seconded: Cr Scott Henschen</p>	<p>That South Burnett Regional Council apply to the Regional University Study Hubs – 2023 Application Round.</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>CARRIED 6/0</p>

<p>Council 25/10/2023</p>	<p>Application for funding under the Safe Places Emergency Accommodation Inclusion Round</p>	<p>RESOLUTION 2023/134</p>	<p>Moved: Cr Danita Potter</p>	<p>Seconded: Cr Kathy Duff</p>	<p>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).</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>CARRIED 6/0</p>
<p>Council 27/09/2023</p>	<p>Petition Requesting Improvements to Brisbane Street East Nanango Drainage and footpath between Drayton Street and Hospital Terrace</p>	<p>RESOLUTION 2023/79</p>	<p>Moved: Cr Jane Erkens</p>	<p>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>CARRIED 6/0</p>

<p>Council 27/09/2023</p>	<p>Bus Shelter Structures in Crawford and Kumbia</p>	<p>RESOLUTION 2023/80</p>	<p>14 Dec 2023 8:46am Allen, Samantha</p>
		<p>Moved: Cr Scott Henschen</p>	<p>Sent onto Works Manager, to be actioned in review</p>
		<p>Seconded: Cr Danita Potter</p>	
		<p>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.</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>CARRIED 6/0</p>	
<p>Council 27/09/2023</p>	<p>Flynn Electorate Infrastructure Priorities</p>	<p>RESOLUTION 2023/75</p>	<p>20 Oct 2023 8:28am Paterson, Lynelle - Completion</p>
		<p>Moved: Cr Kathy Duff</p>	<p>Completed by Paterson, Lynelle (action officer) on 20 October 2023 at 8:28:29 AM - Letter sent</p>
		<p>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
		<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	Christmas Closedown	<p>RESOLUTION 2023/76</p> <p>Moved: Cr Danita Potter</p> <p>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 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.

		<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 style="text-align: right;">CARRIED 6/0</p>
Council 27/09/2023	Youth Engagement Hub - Kingaroy	<p>RESOLUTION 2023/95</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>That</p> <p>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</p> <p>2. To seek grant funding to deliver the program into the community.</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	SBRCQ 2223_135 Purchase of PPE Field Uniforms	<p>RESOLUTION 2023/100</p> <p>Moved: Cr Scott Henschen</p>

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 2023/101

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

		<p>RESOLUTION 2023/102</p> <p>Moved: Cr Gavin Jones</p> <p>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>
Council 27/09/2023	2027/2028 Regional Roads & Transport Group (RRTG) Funding Nominations	<p>RESOLUTION 2023/81</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>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.</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	Ringsfield House Advisory Committee	<p>RESOLUTION 2023/94</p> <p>Moved: Cr Jane Erkens</p> <p>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>
<p>Council Delegates at the 23/08/2023 LGAQ Annual Conference 2023</p>	<p>RESOLUTION 2023/40</p> <p>Moved: Cr Scott Henschen</p> <p>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>

CARRIED 6/0	
<p>Council 23/08/2023</p>	<p>WBBROC AGM</p> <p>RESOLUTION 2023/41</p> <p>Moved: Cr Danita Potter</p> <p>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>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>CARRIED 6/0</p>
<p>Council 23/08/2023</p>	<p>Land Purchase for Mt Wooroolin Reservoir</p>	<p>RESOLUTION 2023/70</p>	<p>Moved: Cr Danita Potter Seconded: Cr Kirstie Schumacher</p>	<p>21 Sep 2023 12:15pm Allen, Samantha</p>	<p>Noted. Land purchase to negotiated</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>14 Dec 2023 8:43am Allen, Samantha</p> <p>In progress</p> <p>CARRIED 5/0</p>
<p>Council Meeting with 23/08/2023 Councillors & Red Earth</p>	<p>RESOLVED 2023/62</p> <p>That the Councillors & Red Earth management committee meet to discuss activities and further programmes.</p>	
<p>Council Employment 23/08/2023 Services - Council Resolution</p>	<p>RESOLUTION 2023/43</p> <p>Moved: Cr Kirstie Schumacher</p> <p>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>	
Council 23/08/2023	Motion - South Burnett's Water Challenges	<p>RESOLUTION 2023/47</p> <p>Moved: Cr Scott Henschen</p> <p>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</p> <p>Briefing position currently being compiled. Meeting to be arranged once complete</p>
Council 28/06/2023	Parks Business Improvement Review by Shepherd	<p>RESOLUTION 2023/665</p> <p>Moved: Cr Kirstie Schumacher</p> <p>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>	

CARRIED 5/0			
Council 28/06/2023	Growing Regions Program - Round 1 Grant Opportunity	<p>RESOLUTION 2023/649</p> <p>Moved: Cr Kirstie Schumacher</p> <p>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> <p><u>Against:</u> Cr Jane Erkens</p>	
CARRIED 4/1			
Council 28/06/2023	11.3 McCaul ey Weir Access Road - Road Safety Audi	<p>RESOLUTION 2023/655</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council:</p>	<p>13 Sep 2023 12:47pm Champney, Kristy</p> <p>In progress</p> <p>21 Sep 2023 11:47am Allen, Samantha</p>

	<ol style="list-style-type: none"> 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; 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. <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>In progress. Solution for visibility issues currently being reviewed</p> <p>14 Dec 2023 8:26am Allen, Samantha</p> <p>Road civil works currently underway</p> <p>CARRIED 5/0</p>
<p>Council 28/06/2023</p> <p>Performance Review Chief Executive 2023</p>	<p>RESOLUTION 2023/681</p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Jane Erkens</p> <ol style="list-style-type: none"> That the South Burnett Regional Council receives the "Performance Review Report" That the South Burnett Regional Council provide a salary increase for the Chief Executive Officer of 4% from the 1st of July 2023. <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>Council 24/05/2023</p> <p>Request for Construction of 1.7km of Nystrom Road Booie</p>	<p>RESOLUTION 2023/553</p> <p>Moved: Cr Gavin Jones</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council:</p>	<p>08 Aug 2023 12:45pm Champney, Kristy</p> <p>Following up with the Works team to see where this is at.</p> <p>13 Sep 2023 4:00pm Champney, Kristy</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>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> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council Advocacy Digital 24/05/2023 Plan</p>	<p>RESOLUTION 2023/574</p> <p>Moved: Cr Kirstie Schumacher</p> <p>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>14 Jul 2023 10:31am Pitt PSM, Mark</p> <p>Workshop scheduled for 17 July to commence discussions on advocacy plans</p> <p>20 Oct 2023 8:56am Pitt PSM, Mark</p> <p>Consideration with Council's advocacy programme and drafting - gathering information for development of the draft</p> <p>16 Nov 2023 2:18pm Pitt PSM, Mark</p> <p style="text-align: right;">CARRIED 7/0</p>

		<p>Template for the report developed and population of information has commenced - rough draft to be circulated prior to end of calendar year</p> <p>03 Jan 2024 2:02pm Pitt PSM, Mark</p> <p>Given end of year workloads 1st draft was completed but circulated in January 2024 - workshop with councillors being organised to review draft</p>
<p>Council 24/05/2023</p>	<p>CEO KPI Development Workshop</p>	<p>RESOLUTION 2023/585</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Gavin Jones</p> <p>That South Burnett Regional Council appoint Peak Services, a local government industry body to facilitate the CEO KPI development workshop.</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 26/04/2023</p>	<p>Performance Review Chief Executive Officer - 2023</p>	<p>RESOLUTION 2023/505</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Kathy Duff</p>

		<p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 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. <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>	
Council 26/04/2023	KTP Pedestrian Visibility and PWD Shop Access	<p>RESOLUTION 2023/510</p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>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.</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>28 Jul 2023 2:10pm Champney, Kristy</p> <p>Resolution sent to KTP Team 02.05.23. Awaiting outcome.</p> <p>21 Sep 2023 11:44am Allen, Samantha</p> <p>To be actioned in October</p>
Council 29/03/2023	Kingaroy CBD People with Disabilities (PWD) Parking Review	<p>RESOLUTION 2023/459</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Scott Henschen</p>	<p>26 Apr 2023 2:08pm Champney, Kristy</p> <p>To be completed when resources become available</p>

		<p>1. Note the report; and</p> <p>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.</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>21 Sep 2023 11:43am Allen, Samantha</p> <p>Release planned for November when resources become available</p>
		<p>CARRIED 7/0</p>	
Council 29/03/2023	Compliance Enforcement on Burning in Residential Areas	<p>RESOLUTION 2023/479</p> <p>Moved: Cr Kathy Duff</p> <p>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>23 Jun 2023 9:20am O'May, Peter</p> <p>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</p> <p>CARRIED 7/0</p> <p>Draft Fact Sheet being developed on burning in residential areas and then an educational program will be conducted</p> <p>06 Dec 2023 10:47am Brooks, Darryl</p>

			Fact sheet has been finalised and is with Governance for approval prior to social media comms being generated.
Council 22/02/2023	Rural Residential Blocks	<p>RESOLUTION 2023/401</p> <p>Moved: Cr Kathy Duff</p> <p>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) 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>23 Jun 2023 9:30am O'May, Peter</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>CARRIED 7/0</p> <p>11 Aug 2023 9:04am Brooks, Darryl</p> <p>Mead Perry have been appointed to conduct local law review - this will be reviewed as part of this project</p>
Council 20/02/2023	Development of Conditional Tender - 1 Pound Street Kingaroy	<p>RESOLUTION 2023/434</p> <p>Moved: Cr Kirstie Schumacher</p> <p>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</p>	<p>24 Mar 2023 12:16pm Petersen, Leanne</p> <p>Recruiting for a Land Investigation Officer to have appropriate resources within Council to progress this action.</p>

	and/or residential use by way of tender in the first instance, and if not sold, list for sale on the open market.		23 Jun 2023 10:35am O'May, Peter
	<u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen		Currently considering disposal of surplus land processes prior to release of tender. e.g., disposal to other government organisations
	<u>Against:</u> Crs Brett Otto and Gavin Jones	CARRIED 5/2	
Council 25/01/2023	Gift of land to the South Burnett Child Care Centre at Kingaroy	RESOLUTION 2023/365 Moved: Cr Kirstie Schumacher Seconded: Cr Gavin Jones That South Burnett Regional Council: 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. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil	11 Jul 2023 3:21pm King, Denise 2. Development application currently being prepared
Council 14/12/2022	Notice of Motion - Gore Street Footpath	RESOLUTION 2022/285 Moved: Cr Kathy Duff Seconded: Cr Danita Potter	
		CARRIED 7/0	

That Cr Henschen's motion in relation to the allocation of the LRCI 2023/2024 funding be lifted off the table and dealt with.

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

Against: Crs Gavin Jones and Kirstie Schumacher

CARRIED 5/2

MOTION

MOTION

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

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 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

Against: Cr Gavin Jones

CARRIED 6/1

Council EBA
14/12/2022 Negotiations

RESOLUTION 2022/333

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

<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>		
<p>Council 23/11/2022</p>	<p>Goodger School - Land Reserve</p>	<p>RESOLUTION 2022/261</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Gavin Jones</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 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. 2. Public consultation be undertaken to advise the community of the current situation and future options. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>
		<p>20 Jan 2023 11:49am Bayntun, Rebecca</p> <p>Public Consultation plan and information sheet being prepared.</p>

<u>Against:</u> Nil		CARRIED 7/0																					
<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 Windaera 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 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>	<p>20 Oct 2022 3:49pm Lisle, Michael</p> <p>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>28 Oct 2022 8:39am Donohue, Kimberley - Reallocation</p> <p>Action reassigned to Brooks, Darryl by Donohue, Kimberley</p> <p>20 Jan 2023 2:15pm O'May, Peter</p> <p>Review of road works progress scheuled February 2023</p> <p>03 May 2023 3:33pm King, Denise</p>																				
		<table border="1"> <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</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	UDP	FSA-0002-SK02	1	15/12/16	
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<p>Morgans Road Windera Concept Plan 2 Kratzmanns Rd Causeway</p>					<p>The following information from Juston 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.</p>	<p>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>06 Dec 2023 10:48am Brooks, Darryl</p>
	<p>Timing: To be maintained at all times.</p>				
<p>GEN3.</p>	<p>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.</p>	<p>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.</p>	<p>The approved development is for an expansion of Intensive Animal Industry (Piggery) for an additional 28,500 SPU.</p>				
<p>GEN6.</p>	<p>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>				

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.	The original engineers have disengaged by the applicant, the TMR works are complete, but that now means that the intersection works may need some minor redesign, the survey pickup (to determine extent of redesign) is to be done before Xmas, once approved by TMR, the contractor (Shadforth's) is still ready to commence works. The start date unknown at the moment, but most likely March.
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.	
GEN9.	<p>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. <p>The WMP must demonstrate that the wastewater is managed in accordance with a waste management hierarchy that:</p> <ul style="list-style-type: none"> • 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. <p>Timing: Prior to commencement of use.</p>	
GEN10.	Provide and maintain adequate signage onsite identifying emergency evacuation routes.	
FUTHER PERMITS REQUIRED		

GEN11.	<p>The development herein approved may not start until the following development permits have been issued and complied with as required:</p> <ul style="list-style-type: none"> • 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.	<p>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.</p>
APPROVED USE	
GEN13.	<p>The approved use of the premises is for an Intensive animal industry (piggery expansion 28,500 to 57,000spu).</p>
ADMIN	
ADM1.	<p>All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.</p>
ADM2.	<p>All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.</p>
ADM3.	<p>Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.</p>

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 in 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) Windera Ck causeway and approaches:
 - a) Widen the pavement on the approaches to the Windera 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, Windaera 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, Windaera 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 ACTING CHIEF EXECUTIVE OFFICER

File Number: CEO1

Author: Chief Executive Officer

Authoriser: Chief Executive Officer

PRECIS

The purpose of this report is to advise Councillors of the Chief Executive Officer's (CEO) annual leave period and the appointment of an Acting CEO

SUMMARY

The leave period is from Thursday 15 February 2024 to Friday 23 February 2024 inclusive with a return-to-work date of 26 February 2024.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council approves the Chief Executive Officer leave from Thursday 15 February 2024 to Friday 23 February 2024 inclusive with a return-to-work date of 26 February 2024. and appoints the General Manager Finance & Corporate as Acting Chief Executive Officer.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial implications

LINK TO CORPORATE/OPERATIONAL PLAN

5. ORGANISATIONAL EXCELLENCE - An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal only

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009; Industrial Relations Act 1999; and relevant industrial instruments

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The Acting Chief Executive Officer acts fully in the role of the Chief Executive Officer with all formal delegations.

ASSET MANAGEMENT IMPLICATIONS

Not applicable

REPORT

The CEO wishes to take a period of leave Thursday 15 February 2024 to Friday 23 February 2024 inclusive with a return-to-work date of 26 February 2024. An Acting CEO is required to be appointed for the duration of the leave in accordance with the *Local Government Act 2009*. This recommendation continues the rotation of the acting role between all General Managers to assist with their professional development opportunities and experience.

ATTACHMENTS

Nil

10.2 SECOND QUARTER BUDGET REVISION

File Number: 24.01.2024
Author: Manager Finance & Sustainability
Authoriser: Chief Executive Officer

PRECIS

Second (2nd) Quarter Review information

SUMMARY

Results of the 2nd Quarter Budget Review for both capital and operational budgets.

OFFICER'S RECOMMENDATION

1. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2023/2024 operational budget be adopted.
2. That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2023/2024 capital budget be adopted.

FINANCIAL AND RESOURCE IMPLICATIONS

The Second Quarter Review for 2023/2024 proposes to:

1. Decrease the 2023/2024 Capital Expenditure Budget. This Quarter it is proposed to decrease the 2023/2024 Capital Expenditure Budget by \$869,629.52 which would now see a total 2023/2024 capital program of \$42,003,142.56. The Second Quarter Adjustments are detailed in this Report.
2. Reduce the 2023/2024 Operational Expenditure Budget. The nett effect of Second Quarter Operational adjustments creates an improvement to the proposed deficit of \$121,244 compared to the 1st Qtr Amended Budget. The total proposed 2nd Quarter 2023/2024 operational budget deficit will now be (\$3,567,046).

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

Any applicable Council Resolutions have also been included in 2nd Qtr movements.

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 2023/2024 after the Second Quarter Review is now proposed to decrease to **\$42,003,142.56**. If all Capital Works are completed and capitalised in the current financial year then there will be an increase to Council's Depreciation Expense in subsequent financial years.

REPORT

Capital Expenditure

The Second (2nd) Quarter Capital Budget Review for 2023/2024 Financial Year has been completed.

In summary, the total Second (2nd) Quarter (Qtr) adjustments are proposed to reduce the current adopted Capital budget by **\$869,629.52**. There are some 57 Projects requiring 2nd Quarter adjustments. Of these 57, there are 5 new additional capital projects proposed to be added.

The 5 new projects are detailed below:

Project Code	Project Description	2 nd Quarter Adjustment	2 nd Quarter Comments
Community & Lifestyle			
007027	Kingaroy Aerodrome – Fuel Bowser Replacement	\$28,050	Reallocation of Depreciation Funds
007033	Kumbia Cemetery Plinths	\$10,000	Reallocation of Depreciation Funds
Parks			
007026	DTIS -King-Mur Rail Trail Pavement/Crossings	\$631,141	Fully Grant Funded – DTIS
Roads			
007001	Blackspot-Appin St/Cairns St-Intersection	\$247,500	Fully Grant Funded – Blackspot
007013	Freemans Lane Kingaroy Concrete Pavement	\$200,000	Reallocation of Council Betterment Funds

For the specific details of each Capital Works Project, including 2nd Quarter Budget Adjustments, see the attached, “2023-2024 Capex Report – 2nd Qtr”.

Income Statement

The 2023/2024 2nd Quarter Income Statement has seen an improved position relative to the 1st Quarter Budget amendment, namely a reduction of the operational deficit by \$121,244. The 2nd Quarter Proposed Budget Net Operating deficit of (\$3,567,046) is still slightly unfavourable compared to the Original Budget deficit of (\$3,489,157) by \$77,889 (2.2% negative variance).

Details of the specific movements within this 2nd Quarter can be viewed in the attached 2023/2024 Income Statement.

The main movements which contributed to the 2nd Quarter improved Operational position, can be seen below:

Income

An additional \$40K from waste activities;

An additional \$60K from Boondooma accommodation, due to greater occupancy rates, but was offset against increased associated expenses;

An additional \$46K from the “Day at the Dam” event which is offset by additional expenditure;

An additional \$46K from increased occupancy of the Murgon Commercial Shops;

An additional \$1M of bank account interest, due to the rising interest rates;

An additional \$25K in scrap metal sales, due to elevated spot pricing and volumes received;

An increase of \$7.642M in operational grants received from QRA, which is offset by commensurate increase in QRA Flood Works expenses; and

A revenue reduction of (\$85K) corresponding to animal registrations due to the 30th June pro rata effect

Expenses

An additional \$30K required for staff recruitment costs;

An additional \$310K to the landfill provision to incorporate the full 40 year cost modelling as per the audit recommendations;

An additional \$7.642M in QRA Flood Works, which was offset by operating grants from QRA which is offset by income;

An additional \$55K to transition the Council's Financials to CiA and initiate the TechOne Rates Efficiency Project;

An additional \$60K in Boondooma expenses, offset by increased revenue;

An additional \$56K for expenses related to the "Day at the Dam", largely offset by the event revenue;

An increase of \$71K relating to Wondai Pool Manager contract;

An additional \$100K for legal advice;

An additional \$40K for Workplace Investigations;

An additional \$45K to secure extra water allocation for anticipated water consumption, which will be offset by water consumption charges, if the increased allocation is required; and

An increase of \$215K related to estimated increases in depreciation from capitalisations.

The net effect of the above being an improved financial Net Operating Result of **\$121,244**.

It should also be noted that there were changes to Capital Revenue of:

\$1M Contribution to Niagara Road;

\$247K Grant towards the Appin Street and Cairns Street Intersection; an

\$630K Grant towards the Rail Trail Pavement;

\$874K Grant towards the Wondai Roundabout;

(\$100K) reduction due to grant no longer being offered for the Blackbutt Rail Trail

(\$500K) movement for the PCYC refurbishment into the 2024/2025 year

Balance Sheet

Statement of Financial Position

2nd Quarter Proposed Change

	Original Budget	Amended Budget	Proposed Budget	Variance
	\$	\$	\$	\$
Current Assets				
Cash and Cash Equivalents	56,343,950	53,065,990	57,102,480	4,036,490
Trade and Other Receivables	11,936,624	12,200,645	12,271,544	70,899
Inventories	781,347	840,354	840,354	-
Investments	-	-	-	-
Total Current Assets	69,061,921	66,106,989	70,214,378	4,107,389
Non-Current Assets				
Trade and Other Receivables	389,495	389,495	389,495	-
Property, Plant and Equipment	1,068,147,535	1,079,285,404	1,078,200,775	(1,084,629)
Right of Use Asset	661,125	669,127	669,127	-
Intangible Assets	6,242,606	6,242,606	6,242,606	-
Total Non-Current Assets	1,075,440,760	1,086,586,632	1,085,502,003	(1,084,629)
TOTAL ASSETS	1,144,502,682	1,152,693,621	1,155,716,381	3,022,760
Current Liabilities				
Trade and Other Payables	10,423,308	15,173,787	15,612,900	(439,113)
Borrowings	3,460,548	3,460,548	3,460,548	-
Lease Liabilities	18,439	18,439	18,637	(198)
Provisions	3,931,009	3,915,600	3,915,600	-
Unearned Revenue	2,300,754	2,749,085	2,749,085	-
Other Liabilities	1,410,715	1,410,715	1,410,715	-
Total Current Liabilities	21,544,773	26,728,174	27,167,485	(439,311)
Non-Current Liabilities				
Trade and Other Payables	-	-	-	-
Borrowings	20,335,543	20,335,543	20,335,543	-
Lease Liabilities	686,457	694,284	694,284	-
Provisions	12,444,910	11,931,008	12,241,008	(310,000)
Other Liabilities	1,470,746	2,960,718	2,960,718	-
Total Non-Current Liabilities	34,937,655	35,921,553	36,231,553	(310,000)
TOTAL LIABILITIES	56,482,428	62,649,727	63,399,038	(749,311)
NET COMMUNITY ASSETS	1,088,020,254	1,090,043,894	1,092,317,343	(2,273,449)
Community Equity				
Retained Surplus/(Deficiency)	448,318,094	449,178,799	451,452,248	2,273,449
Asset Revaluation Surplus	639,702,160	640,865,095	640,865,095	-
TOTAL COMMUNITY EQUITY	1,088,020,254	1,090,043,894	1,092,317,343	2,273,449

Cashflow

Cash Flow
2nd Quarter Quarter Proposed Change

	Original Budget	Amended Budget	Proposed Budget	Variance
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 75,792,130	\$ 78,259,900	\$ 79,041,260	\$ 781,360
Interest Received	\$ 1,975,000	\$ 1,975,000	\$ 2,975,000	\$ 1,000,000
Rental Income	\$ 459,715	\$ 459,715	\$ 507,603	\$ 47,888
Non-Capital Grants and Contributions	\$ 8,546,353	\$ 12,899,782	\$ 20,541,473	\$ 7,641,691
<i>Payments:</i>				
Payment to Suppliers	-\$ 63,333,132	-\$ 69,473,601	-\$ 77,929,885	-\$ 8,456,284
Borrowing Costs	-\$ 1,252,196	-\$ 1,252,196	-\$ 1,252,196	\$ -
Net Cash Provided (or Used) in Operating Activities	\$ 22,187,869	\$ 22,868,600	\$ 23,883,255	\$ 1,014,655
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 415,000	\$ 415,000	\$ 415,000	\$ -
Grants, Subsidies, Contributions and Donations	\$ 9,471,224	\$ 11,583,291	\$ 13,735,496	\$ 2,152,205
<i>Payments:</i>				
Payments for PPE	-\$ 33,353,819	-\$ 42,872,772	-\$ 42,003,142	\$ 869,630
Net Cash Provided (or Used) in Investing Activities	-\$ 23,467,595	-\$ 30,874,481	-\$ 27,852,646	\$ 3,021,835
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	-\$ 3,351,655	\$ -
Net Cash Provided (or Used) in Financing Activities	-\$ 3,351,655	-\$ 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	-\$ 7,321,046	\$ 4,036,490
Cash and Cash Equivalents at Beginning of Period	\$ 60,975,332	\$ 64,423,526	\$ 64,423,526	\$ -
Cash and Cash Equivalents at End of Period	\$ 56,343,950	\$ 53,065,990	\$ 57,102,480	\$ 4,036,490

In summary, the increase to the cash balance as a result of the 2nd Quarter Adjustments is made up of

1st Quarter Cash Balance		\$53,065,990
• Add operating deficit reduction		\$121,244
• <i>Add non-cash operating adjustments</i>		
	Depreciation Movement	\$215,000
	Landfill Provision Movement	\$310,000
• Add capital contribution to be restricted for Niagara Road		\$1,000,000
• Reduction in capital works program from depreciation and restricted cash funding sources		\$2,021,834
• Movements in trade and other payables		-\$70,899
• Movements in liabilities		\$439,311
Total movement		\$4,036,490
2nd Quarter Cash Balance		\$57,102,480

ATTACHMENTS

1. 2023-2024 CapEx Report - 2nd Qtr
2. 2023-2024 Income Statement

2023/2024 Capex Report for Council

Project Code	Project Description	Grant Funding Body	REVENUE SOURCES			EXPENDITURE BUDGET					EXPENDITURE ACTUALS			
			Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second 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	-	1,130.76	1,130.76
Sub Activity Subtotal			20,000.00	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	1,130.76	1,130.76
Depot - Kingaroy														
006747	Kingaroy Depot Car Parking	COUNCIL	-	-	-	-	-	128,409.37	-	-	128,409.37	-	1,312.50	1,312.50
006885	Kingaroy Depot - Solar Power	COUNCIL	200,000.00	-	-	200,000.00	200,000.00	-	-	-	200,000.00	-	14,009.52	14,009.52
007005	Kingaroy Depot Fuel Bowser Pumps	COUNCIL	50,000.00	-	-	50,000.00	-	-	50,000.00	-	50,000.00	31,667.64	-	31,667.64
Sub Activity Subtotal			250,000.00	-	-	250,000.00	200,000.00	128,409.37	50,000.00	-	128,409.37	31,667.64	15,322.02	46,989.66
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	-	7,898.42	7,898.42
Sub Activity Subtotal			50,000.00	24,915.00	-	74,915.00	50,000.00	-	24,915.00	-	74,915.00	-	7,898.42	7,898.42
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	63,883.84	-	63,883.84
Sub Activity Subtotal			24,412.00	-	73,237.00	97,649.00	97,649.00	-	-	-	97,649.00	63,883.84	-	63,883.84
Hall - Nanango Cultu														
006887	Nanango Cultural Centre - Replace Chairs	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	30,000.00	17,587.50	1,699.64	19,287.14
Sub Activity Subtotal			30,000.00	-	-	30,000.00	30,000.00	-	-	-	30,000.00	17,587.50	1,699.64	19,287.14
Hall - Mondure														
006838	Mondure Hall-ReRoof & Structural Upgrad	CONTRIB	-	118,778.00	100,000.00	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99	137,126.99
Sub Activity Subtotal			-	118,778.00	100,000.00	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99	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- ReR	COUNCIL	50,000.00	-	-	50,000.00	100,000.00	-	-	50,000.00	50,000.00	-	-	-
006890	Nanango - Appin St Units- Reseal Carpar	COUNCIL	41,500.00	-	-	41,500.00	50,000.00	-	-	8,500.00	41,500.00	-	41,677.31	41,677.31
006891	Nanango-Brighthaven Units-Reno 2 Bathr	COUNCIL	40,000.00	-	-	40,000.00	40,000.00	-	-	-	40,000.00	-	5,678.16	5,678.16
Sub Activity Subtotal			131,500.00	-	-	131,500.00	190,000.00	-	-	50,000.00	131,500.00	-	47,355.47	47,355.47
Museum - Boondooma H														
006749	Boondooma Homestead - Replace Touris	COUNCIL	2,100.00	-	-	2,100.00	-	-	-	2,100.00	2,100.00	-	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			52,100.00	-	-	52,100.00	50,000.00	-	-	2,100.00	52,100.00	-	2,100.00	2,100.00
Museum - Nanango Ene														
006846	SB Energy Centre- Compressor replacem	COUNCIL	-	-	-	-	-	-	-	-	-	-	2,466.50	2,466.50
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	2,466.50	2,466.50
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	COUNCIL	-	9,450.00	-	9,450.00	-	-	-	9,450.00	9,450.00	-	9,450.00	9,450.00
006991	Kingaroy S/Pool - Replace L2Swim Heat F	COUNCIL	-	-	-	-	-	-	10,850.00	-	10,850.00	-	-	-
Sub Activity Subtotal			100,000.00	209,450.00	-	309,450.00	100,000.00	200,000.00	10,850.00	-	309,450.00	-	9,450.00	9,450.00

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
Swimming Pool - Murg															
006895	BBRF-Murgon S/Pool- Reseal Joint&Repa	COUNCIL	140,000.00	-	-	140,000.00	140,000.00	-	-	-	140,000.00	-	3,235.10	3,235.10	
Sub Activity Subtotal			140,000.00	-	-	140,000.00	140,000.00	-	-	-	140,000.00	-	3,235.10	3,235.10	
Swimming Pool - Wondai															
006536	Wondai Swimming Pool Refurbishment	BBRF	-	148,516.01	101,649.46	250,165.47	-	335,443.23	-	85,277.76	250,165.47	-	250,165.47	250,165.47	
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	-	-	75,000.00	75,000.00	-	-	75,000.00	-	75,000.00	-	-	-	
Sub Activity Subtotal			100,000.00	148,516.01	176,649.46	425,165.47	100,000.00	335,443.23	75,000.00	- 85,277.76	425,165.47	-	250,165.47	250,165.47	
Sp/ground-Murgon															
006893	LRCI - Murgon PCYC - Bathroom Renova	LRCI_4_A	-	-	150,000.00	150,000.00	650,000.00	-	-	500,000.00	150,000.00	508,909.09	-	508,909.09	
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	-	150,000.00	230,000.00	730,000.00	-	-	500,000.00	230,000.00	508,909.09	-	508,909.09	
General															
006827	Purchase of 3 new Christmas Trees	COUNCIL	-	96,497.97	-	96,497.97	-	31,315.73	57,052.67	8,129.57	96,497.97	-	96,497.97	96,497.97	
Sub Activity Subtotal			-	96,497.97	-	96,497.97	-	31,315.73	57,052.67	8,129.57	96,497.97	-	96,497.97	96,497.97	
Activity Total			1,078,012.00	598,156.98	619,886.46	2,296,055.44	1,927,649.00	695,168.33	386,595.67	- 713,357.56	2,296,055.44	761,069.07	574,448.34	1,335,517.41	
Office															
Admin Office - Kinga															
005483	Council Chambers Audio Video	COUNCIL	-	19,261.75	-	19,261.75	-	-	-	19,261.75	19,261.75	-	19,261.75	19,261.75	
Sub Activity Subtotal			-	19,261.75	-	19,261.75	-	-	-	19,261.75	19,261.75	-	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	13,205.53	-	148,205.53	135,000.00	32,467.28	-	19,261.75	148,205.53	-	152,028.10	152,028.10	
000382	Photocopiers & Printers	COUNCIL	32,000.00	-	-	32,000.00	32,000.00	-	-	-	32,000.00	-	31,450.00	31,450.00	
006052	Microwave Radio & Hardware	COUNCIL	35,000.00	-	-	35,000.00	35,000.00	-	-	-	35,000.00	-	14,713.59	14,713.59	
006053	MS Cloud Provisioning	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	-	-	
Sub Activity Subtotal			372,000.00	13,205.53	-	385,205.53	372,000.00	32,467.28	-	19,261.75	385,205.53	-	338,180.69	338,180.69	
Activity Total			372,000.00	32,467.28	-	404,467.28	372,000.00	32,467.28	-	-	404,467.28	-	357,442.44	357,442.44	
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	921,065.61	478,372.88	1,399,438.49	
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	2,626,274.24	-	2,626,274.24	-	2,626,274.24	-	-	2,626,274.24	1,367,947.61	1,398,959.38	2,766,906.99	
006876	Plant & Fleet Replacement 2023/2024	COUNCIL	1,959,108.00	2,191,392.00	-	4,565,500.00	4,565,500.00	-	-	-	4,565,500.00	798,133.37	18,857.40	816,990.77	
Sub Activity Subtotal			1,959,108.00	6,225,678.47	-	8,599,786.47	4,565,500.00	4,034,286.47	-	-	8,599,786.47	3,087,146.59	1,896,189.66	4,983,336.25	
Activity Total			1,959,108.00	6,225,678.47	-	8,599,786.47	4,565,500.00	4,034,286.47	-	-	8,599,786.47	3,087,146.59	1,896,189.66	4,983,336.25	
Community & Lifestyle															
Aerodrome - Kingaroy															
006583	RAP-Kingaroy Aerodrome Lightling Upgrat	RAP	-	500.00	-	500.00	-	15,000.00	-	14,500.00	500.00	-	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 Repr	COUNCIL	43,870.00	-	-	43,870.00	-	-	43,870.00	-	43,870.00	3,746.82	26,119.39	29,866.21	
007027	Kingaroy Aerodrome - Fuel Bowser Repla	COUNCIL	13,550.00	14,500.00	-	28,050.00	-	-	-	28,050.00	28,050.00	-	28,050.41	28,050.41	
Sub Activity Subtotal			137,420.00	15,000.00	30,000.00	182,420.00	110,000.00	15,000.00	43,870.00	13,550.00	182,420.00	3,746.82	56,437.15	60,183.97	
Aerodrome - Wondai															
006771	CP - Wondai Aerodrome - Reseal Carpark	COUNCIL	31,130.00	-	-	31,130.00	45,000.00	-	13,870.00	-	31,130.00	-	29,388.24	29,388.24	
Sub Activity Subtotal			31,130.00	-	-	31,130.00	45,000.00	-	13,870.00	-	31,130.00	-	29,388.24	29,388.24	
Cemeteries - Kingaro															
006772	CP - Taabinga Cemetery - Carpark reseal	COUNCIL	-	-	-	-	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	43,405.37	-	-	43,405.37	25,000.00	-	-	18,405.37	43,405.37	-	-	-	

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006914	CP-Taabinga Cemetery road formation-lav	COUNCIL	-	-	-	-	30,000.00	-	30,000.00	-	-	-	-	-
Sub Activity Subtotal			95,405.37	-	-	95,405.37	152,000.00	-	30,000.00	-	26,594.63	95,405.37	-	-
Cemeteries - Murgon														
006993	Murgon Cemetery - Toilet Emergency Wor	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	-	-	-
Cemeteries - Blackbu														
006828	CP - Blackbutt Cemetery - New Plinths	COUNCIL	3,044.63	12,257.28	-	15,301.91	-	12,257.28	-	3,044.63	15,301.91	722.73	14,529.18	15,251.91
Sub Activity Subtotal			3,044.63	12,257.28	-	15,301.91	-	12,257.28	-	3,044.63	15,301.91	722.73	14,529.18	15,251.91
Cemeteries - Kumbia														
007033	Kumbia Cemetery Plinths NEW	COUNCIL	10,000.00	-	-	10,000.00	-	-	-	10,000.00	10,000.00	-	-	-
Sub Activity Subtotal			10,000.00	-	-	10,000.00	-	-	-	10,000.00	10,000.00	-	-	-
Saleyards - Coolabun														
006777	CP - Coolabunia Saleyards-Asset Upgradr	COUNCIL	180,000.00	54,252.28	-	234,252.28	180,000.00	54,252.28	-	-	234,252.28	26,726.26	57,907.99	84,634.25
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	26,726.26	57,907.99	84,634.25
Tourism - Yallakool														
006804	Yallakool & Boondooma Dams Upgrade P	TED	-	71,160.00	23,720.00	94,880.00	-	94,880.00	-	-	94,880.00	-	94,726.48	94,726.48
006916	CP-BP Dam Washing machine & Dryers	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	29,522.20	29,522.20
006917	CP-Boondooma Dam Access Ramp & Rei	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	-	124,248.68	124,248.68
Tourism - Lake Boon														
006918	CP-Boondooma Dam Fuel Bowsers	COUNCIL	27,831.00	-	-	27,831.00	27,831.00	-	-	-	27,831.00	25,186.68	-	25,186.68
Sub Activity Subtotal			27,831.00	-	-	27,831.00	27,831.00	-	-	-	27,831.00	25,186.68	-	25,186.68
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	56,382.49	282,511.24	338,893.73
Plant & Equipment														
General														
006853	DisasterResilience-DedicatedStorageNort	DRFA	-	-	-	-	-	-	-	-	-	-	6,663.36	6,663.36
006854	DisasterResilience-DedicatedStorageSouf	DRFA	-	-	-	-	-	-	-	-	-	-	6,563.36	6,563.36
006855	DisasterResilience-DedicatedStorageCenl	DRFA	-	-	-	-	-	-	-	-	-	-	6,663.36	6,663.36
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	4,733.24	19,390.68	24,123.92
007035	Disaster Resilience DRFA - Vehicle Racke	DRFA	-	-	-	-	-	-	-	-	-	-	1,779.03	1,779.03
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	4,733.24	41,059.79	45,793.03
Activity Total			-	-	-	-	-	-	-	-	-	4,733.24	41,059.79	45,793.03
Parks														
Parks & Gardens														
006529	CP - Regional Parks Redevelopment	COUNCIL	-	-	-	-	-	-	-	-	-	-	225.00	225.00
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	225.00	225.00
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 - COVID Round														
005974	W4QCOVID-Wondai-Coronation Park		-	-	-	-	-	-	-	-	-	-	896.63	896.63
005980	W4QCOVID-Murgon-QE2 ParkTree Replacement		-	-	-	-	-	-	-	-	-	-	213.32	213.32
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	1,109.95	1,109.95
W4Q - Round 4														
006531	W4Q4-Benarkin Park Renewal	W4Q4	-	-	12,810.22	12,810.22	-	20,000.00	-	7,189.78	12,810.22	-	4,249.42	4,249.42

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
006532	W4Q4-Murgon QE11 Park-Stage 1	W4Q4	-	-	14,102.88	14,102.88	-	21,596.36	-	7,493.48	14,102.88	-	14,679.34	14,679.34
006752	W4Q4-Kingaroy Lions Park Playground	W4Q4	20,000.00	-	101,086.09	121,086.09	95,000.00	-	-	26,086.09	121,086.09	-	121,086.09	121,086.09
006758	W4Q4-Lions Park Kingaroy Amenities	W4Q4	-	-	252,895.03	252,895.03	269,815.00	-	-	16,919.97	252,895.03	10,585.45	224,977.72	235,563.17
006759	W4Q4-Wondai 24hr Camping Grounds	W4Q4	20,000.00	-	166,583.72	186,583.72	150,000.00	-	-	36,583.72	186,583.72	294.53	192,976.98	193,271.51
006806	W4Q4-Tipperary Flat N'go-Water Feature	W4Q4	-	-	-	-	-	-	-	-	-	661.05	145.06	806.11
006807	W4Q4-Tipperary Flat N'go - Rd & Carpark	W4Q4	-	-	63,671.44	63,671.44	-	63,671.44	10,000.00	10,000.00	63,671.44	-	50,208.36	50,208.36
006925	W4Q4-Kumbia Park Redevelopment	W4Q4	-	-	115,000.00	115,000.00	115,000.00	-	-	-	115,000.00	766.50	8,147.73	8,914.23
006926	W4Q4-Kingaroy Memorial Park	W4Q4	-	-	312,543.82	312,543.82	321,450.00	-	7,839.60	1,066.58	312,543.82	-	312,543.82	312,543.82
Sub Activity Subtotal			40,000.00	-	1,038,693.20	1,078,693.20	951,265.00	105,267.80	17,839.60	40,000.00	1,078,693.20	12,307.53	929,014.52	941,322.05
Parks - Kingaroy														
006018	CP K'Roy Apex Park-Carpark, Path & Pair	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,808.00	1,808.00
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	71,306.00	-	71,306.00
006929	Kingaroy Carew Park Shelter and Trees	COUNCIL	-	-	-	-	40,000.00	-	-	40,000.00	-	1,090.91	30,900.06	31,990.97
006930	Kumbia Recreation Park Redevelopment	COUNCIL	200,000.00	-	-	200,000.00	200,000.00	-	-	-	200,000.00	-	-	-
006938	Kingaroy Apex Park Carpark	COUNCIL	71,244.07	-	-	71,244.07	120,000.00	-	-	48,755.93	71,244.07	1,504.41	69,739.66	71,244.07
006999	Kingaroy Memorial Park Master/Concept F	COUNCIL	-	27,990.00	-	27,990.00	-	-	30,239.00	2,249.00	27,990.00	-	27,990.00	27,990.00
Sub Activity Subtotal			471,244.07	27,990.00	481,030.00	980,264.07	1,041,030.00	-	30,239.00	91,004.93	980,264.07	73,901.32	130,437.72	204,339.04
Parks - Nanango														
006921	Nanango Pioneer Park walking tracks	COUNCIL	6,000.00	-	-	6,000.00	6,000.00	-	-	-	6,000.00	-	4,875.00	4,875.00
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 sli	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	-	-	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			34,500.00	-	52,318.00	86,818.00	291,818.00	-	15,000.00	220,000.00	86,818.00	-	7,493.18	7,493.18
Parks - Blackbutt														
006919	Blackbutt Les Muller Park	COUNCIL	50,000.00	-	-	50,000.00	50,000.00	-	-	-	50,000.00	-	49,463.80	49,463.80
006931	Benarkin First Settlers Park Playground	COUNCIL	150,000.00	-	-	150,000.00	150,000.00	-	-	-	150,000.00	5,988.64	143,949.95	149,938.59
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	-	228,500.00	200,000.00	-	28,500.00	-	228,500.00	5,988.64	193,413.75	199,402.39
Parks - Murgon														
006753	Murgon QEII Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	-	1,288.00	5,285.82	6,573.82
006927	Murgon Skate Park Half Basketball court	COUNCIL	32,000.00	-	-	32,000.00	32,000.00	-	-	-	32,000.00	909.09	-	909.09
006928	Murgon QE11 Park Stage 2 Redevelopme	COUNCIL	300,000.00	-	-	300,000.00	450,000.00	-	-	150,000.00	300,000.00	26,017.27	275,170.63	301,187.90
Sub Activity Subtotal			332,000.00	-	-	332,000.00	482,000.00	-	-	150,000.00	332,000.00	28,214.36	280,456.45	308,670.81
Parks - Wondai														
006935	DRFA Dingo Creek Carpark	DRFA	-	-	180,260.00	180,260.00	180,260.00	-	-	-	180,260.00	2,641.35	167,452.76	170,094.11
006996	Wondai Dingo Creek Park playground ligh	COUNCIL	-	-	-	-	-	-	14,776.52	14,776.52	-	-	-	-
Sub Activity Subtotal			-	-	180,260.00	180,260.00	180,260.00	-	14,776.52	14,776.52	180,260.00	2,641.35	167,452.76	170,094.11
Parks - Proston														
006877	Proston Lookout - Lookout Redevelopment	COUNCIL	20,454.49	-	-	20,454.49	16,000.00	-	-	4,454.49	20,454.49	-	20,454.49	20,454.49
006878	Proston Lookout Bollards	COUNCIL	-	-	-	-	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			30,454.49	-	-	30,454.49	34,000.00	-	-	3,545.51	30,454.49	-	23,826.77	23,826.77
Rail Trails														
006932	Blackbutt to Linville Rail Trail	QRA	-	-	-	-	100,000.00	-	-	100,000.00	-	-	-	-
006936	DRFA Kingaroy-Murgon Rail Trail Crossin	DRFA	-	-	423,314.00	423,314.00	423,314.00	-	-	-	423,314.00	-	-	-
006937	LRCL Kingaroy-Murgon Rail Trail Reseal	LRCL_4_A	-	-	994,465.00	994,465.00	994,465.00	-	-	-	994,465.00	675,810.00	11,693.62	687,503.62
007026	DTIS - King-Mur Rail Trail Pavement/Cros	DTIS	-	-	631,141.00	631,141.00	-	-	-	631,141.00	631,141.00	-	-	-
Sub Activity Subtotal			-	-	2,048,920.00	2,048,920.00	1,517,779.00	-	-	531,141.00	2,048,920.00	675,810.00	11,693.62	687,503.62
General														
006995	REGIONAL-CCTV Install and Server Upgr	COUNCIL	-	55,000.00	-	55,000.00	-	-	55,000.00	-	55,000.00	19,886.00	-	19,886.00
Sub Activity Subtotal			-	55,000.00	-	55,000.00	-	-	55,000.00	-	55,000.00	19,886.00	-	19,886.00

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments		
Activity Total				1,178,198.56	111,490.00	3,801,221.20	5,090,909.76	4,768,152.00	105,267.80	125,675.92	91,814.04	5,090,909.76	818,749.20	1,744,673.72	2,563,422.92	
Roads																
W4Q - Round 4																
006975	W4Q4 Wondai CBD Scott Street	W4Q4	200,000.00	1,094,617.12	700,000.00	1,994,617.12	700,000.00	-	-	1,294,617.12	1,994,617.12	527,601.44	127,225.28	654,826.72		
Sub Activity Subtotal				200,000.00	1,094,617.12	700,000.00	1,994,617.12	700,000.00	-	-	1,294,617.12	1,994,617.12	527,601.44	127,225.28	654,826.72	
Bridges																
006538	Murgon-CherbourgRd-SawpitCkBridge-Gr	COUNCIL	-	104,736.00	-	104,736.00	104,736.00	-	-	-	104,736.00	-	8,839.00	8,839.00		
006540	Cushnie-HomecreekLoopRd-TimberBridg	BRP	-	190,000.00	583,680.00	773,680.00	773,680.00	-	-	-	773,680.00	4,900.00	40,509.01	45,409.01		
Sub Activity Subtotal				-	294,736.00	583,680.00	878,416.00	878,416.00	-	-	-	878,416.00	4,900.00	49,348.01	54,248.01	
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) Wc	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,627.59	1,627.59		
006212	KTP-Alford St(GlendonSt-KingaroySt)Wor	COUNCIL	-	-	-	-	-	-	-	-	-	20,989.41	41,329.52	62,318.93		
006213	KTP-Kingaroy St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	653.00	7,970.36	8,623.36		
006214	KTP-Haly St(KingaroySt-GlendonSt)Work	COUNCIL	-	-	-	-	-	-	-	-	-	653.00	6,869.40	7,522.40		
006215	KTP-Haly St(GlendonSt-YoungmanSt)Woi	COUNCIL	-	-	-	-	-	-	-	-	-	653.00	7,794.39	8,447.39		
006216	KTP-Glendon St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	33,770.00	53,876.17	87,646.17		
Sub Activity Subtotal				-	149,864.75	69,284.03	219,148.78	-	219,148.78	-	-	219,148.78	56,718.41	119,467.43	176,185.84	
Grav Resheet																
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	7,525.00	43,122.48	50,647.48		
006908	Booie-Nystrom Rd-GR	COUNCIL	50,000.00	-	-	50,000.00	50,000.00	-	-	-	50,000.00	14,982.50	69,487.13	84,469.63		
006939	Wooroolin-Denmark Rd-SR	COUNCIL	65,000.00	-	-	65,000.00	91,839.00	-	26,839.00	-	65,000.00	-	34,998.52	34,998.52		
006940	Crawford-Liesegangs 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	-	81,691.64	81,691.64		
006943	Memerambi-Couchmans Rd-SR	COUNCIL	270,000.00	-	-	270,000.00	166,475.00	-	103,525.00	-	270,000.00	-	282,880.93	282,880.93		
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	30,840.72	583,473.37	614,314.09	
Pavement Rehab																
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	90,000.00	-	-	-	90,000.00	90,000.00	50,937.17	42,819.54	93,756.71		
006188	Kingaroy/Wondai-BunyaHwyMedianUpgra	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	47,888.99	59,778.00	187,444.99	119,556.00	47,888.99	20,000.00	-	187,444.99	152,674.40	36,670.61	189,345.01		
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-Tingooora Chelmsford Rd-Pavement I	RTR	449,981.00	-	1,480,019.00	1,930,000.00	1,930,000.00	-	-	-	1,930,000.00	204,901.00	138,942.03	343,843.03		
006978	Major Mechanical Repairs Sealed Roads	COUNCIL	800,000.00	-	-	800,000.00	1,000,000.00	-	-	200,000.00	800,000.00	-	-	-		
007004	Wondai Roundabout	LRCI_4_B	-	-	873,564.00	873,564.00	800,000.00	19,617.12	-	53,946.88	873,564.00	10,006.66	54,041.10	64,047.76		
Sub Activity Subtotal				1,329,759.00	66,937.16	2,413,361.00	3,900,057.16	3,849,556.00	86,554.28	20,000.00	-	56,053.12	3,900,057.16	418,519.23	288,077.26	706,596.49
Footpaths & Cycleway																
006567	LRCI-Blackbutt CBD Footpath	LRCI_3	-	-	-	-	-	-	-	-	-	-	2,748.00	2,748.00		
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	30,920.66	103,206.69	134,127.35		
006945	TIDS-Wooroolin State School-Footpath	TIDS	25,000.00	-	25,000.00	50,000.00	50,000.00	-	-	-	50,000.00	1,395.20	67,180.57	68,575.77		
006948	STIP-St Marys-Kent St-Footpath	STIP	78,410.00	-	79,000.00	157,410.00	157,410.00	-	-	-	157,410.00	25,084.67	115,749.19	140,833.86		
006949	STIP-Murgon-State&HighSchools-Footpat	STIP	49,610.00	-	49,500.00	99,110.00	99,110.00	-	-	-	99,110.00	23,280.31	50,708.31	73,988.62		
006950	STIP-MurgonStateHighSchool-Parking	STIP	235,554.00	-	236,500.00	472,054.00	472,054.00	-	-	-	472,054.00	29,768.21	229,558.41	259,326.62		
006951	STIP-Kingaroy-State/HighSchool-Park&Pc	STIP	85,308.00	-	58,000.00	143,308.00	143,308.00	-	-	-	143,308.00	34,584.17	85,327.52	119,911.69		
Sub Activity Subtotal				570,210.00	100,000.00	479,810.00	1,150,020.00	1,150,020.00	-	-	-	1,150,020.00	145,033.22	654,478.69	799,511.91	
Pedestrian Crossing																
006946	STIP-Murgon State School-CrossingUpgra	STIP	-	-	116,000.00	116,000.00	116,000.00	-	-	-	116,000.00	45,686.76	32,548.57	78,235.33		
Sub Activity Subtotal				-	-	116,000.00	116,000.00	116,000.00	-	-	-	116,000.00	45,686.76	32,548.57	78,235.33	
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	189,321.96	103,420.15	292,742.11		

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
Sub Activity Subtotal			108,900.00	-	110,000.00	218,900.00	218,900.00	-	-	-	218,900.00	189,321.96	103,420.15	292,742.11	
Bitumen Resealing															
005855	Bitumen Sealing Various Roads	COUNCIL	-	-	-	-	-	303,789.92	-	-	303,789.92	-	-	-	
006686	RTR-Kingaroy-George St-Reseal	RTR	-	28,789.92	-	28,789.92	-	-	-	28,789.92	28,789.92	21,948.80	-	21,948.80	
006704	RTR-Chelmsford-Flats Rd-Reseal	RTR	-	-	-	-	-	-	-	-	-	-	1,079.50	1,079.50	
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	102,857.55	25,098.85	127,956.40	
006719	LRCI-Kingaroy-Haly St-Reseal	LRCI_3	-	-	121,000.00	121,000.00	-	121,000.00	-	-	121,000.00	6,322.60	80,227.20	86,549.80	
006721	LRCI-Kingaory-River Rd-Reseal	LRCI_3	-	-	183,000.00	183,000.00	-	183,000.00	-	-	183,000.00	-	170,978.67	170,978.67	
006722	LRCI-Runnymede-Runnymede Rd-Reseal	LRCI_3	-	-	169,000.00	169,000.00	-	169,000.00	-	-	169,000.00	-	135,284.10	135,284.10	
006725	LRCI-Taromeo-Old Esk Rd-Reseal	LRCI_3	-	-	120,000.00	120,000.00	-	120,000.00	-	-	120,000.00	-	91,174.24	91,174.24	
006727	LRCI-Tingoora-Tingoora Chelmsford Rd-F	LRCI_3	-	-	5,000.00	5,000.00	-	5,000.00	-	-	5,000.00	-	5,628.21	5,628.21	
006953	Nanango-Bushnell's Rd-Reseal	COUNCIL	50,400.00	-	-	50,400.00	50,400.00	-	-	-	50,400.00	59,483.48	8,557.20	68,040.68	
006954	Warmung-Frieberg's Rd-Reseal	COUNCIL	105,840.00	-	-	105,840.00	105,840.00	-	-	-	105,840.00	53,036.69	5,937.00	58,973.69	
006955	Booie-Gatto Rd-Reseal	COUNCIL	25,200.00	-	-	25,200.00	25,200.00	-	-	-	25,200.00	19,561.65	4,443.08	24,004.73	
006956	Brooklands-Kumbia Rd-Reseal	COUNCIL	42,570.00	-	-	42,570.00	42,570.00	-	-	-	42,570.00	32,575.44	7,696.90	40,272.34	
006957	Booie-MaCauley Dr-Reseal	COUNCIL	119,700.00	-	-	119,700.00	119,700.00	-	-	-	119,700.00	71,913.20	9,741.40	81,654.60	
006958	Kingaroy-MacDiarmid St-Reseal	COUNCIL	32,832.00	-	-	32,832.00	32,832.00	-	-	-	32,832.00	21,086.35	7,126.25	28,212.60	
006959	Mondure-McConnel Way-Reseal	COUNCIL	28,800.00	-	-	28,800.00	28,800.00	-	-	-	28,800.00	25,029.34	4,276.37	29,305.71	
006960	Wattlecamp-MemerambiBarkersCreekRd-	COUNCIL	84,900.00	-	-	84,900.00	84,900.00	-	-	-	84,900.00	66,784.22	8,023.17	74,807.39	
006961	TIDS-Silverleaf-MondureWheatlands-Reseal	TIDS	300,745.00	-	39,735.00	340,480.00	340,480.00	-	-	-	340,480.00	139,357.08	12,934.49	152,291.57	
006962	Byee-Silverleaf Rd-Reseal	COUNCIL	429,120.00	-	-	429,120.00	429,120.00	-	-	-	429,120.00	268,354.22	40,432.37	308,786.59	
006963	TIDS-Haly Creek-Stuart Valley Dr-Reseal	TIDS	169,920.00	-	169,920.00	339,840.00	339,840.00	-	-	-	339,840.00	229,353.30	13,063.89	242,417.19	
006964	Charlestown-Trasmitter Rd-Reseal	COUNCIL	238,960.00	-	-	238,960.00	238,960.00	-	-	-	238,960.00	131,954.73	7,156.87	139,111.60	
006965	Wooroolin-Wellers Rd-Reseal	COUNCIL	120,900.00	-	-	120,900.00	120,900.00	-	-	-	120,900.00	66,760.98	8,098.50	74,859.48	
006966	Booie-Darcie St-Reseal	COUNCIL	80,280.00	-	-	80,280.00	80,280.00	-	-	-	80,280.00	39,442.16	4,622.71	44,064.87	
006967	Booie-Brittany Court-Reseal	COUNCIL	30,089.00	-	-	30,089.00	30,089.00	-	-	-	30,089.00	6,401.13	4,173.61	10,574.74	
006968	Booie-Tidar Ct-Reseal	COUNCIL	30,089.00	-	-	30,089.00	30,089.00	-	-	-	30,089.00	8,564.66	3,729.06	12,293.72	
007029	Sliverleaf-Campbells Rd-Reseal	RTR	-	-	-	-	-	-	-	-	-	-	370.00	370.00	
Sub Activity Subtotal			1,890,345.00	119,069.86	1,017,979.61	3,027,394.47	2,100,000.00	1,202,394.47	-	-	275,000.00	3,027,394.47	1,370,787.58	661,829.65	2,032,617.23
General															
006556	Blackspot-Glendon/MarkwellSt-SafetyUpg	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	18,636.35	54,914.17	73,550.52	
006969	Advanced Design 23/24	COUNCIL	250,000.00	-	-	250,000.00	250,000.00	-	-	-	250,000.00	11,227.50	37,152.85	48,380.35	
006979	Unallocated Renewal Funds	COUNCIL	18,500.00	-	-	18,500.00	178,500.00	-	160,000.00	-	18,500.00	-	-	-	
007001	Blackspot-Appin St/Cairns St-Intersectio	BLKSPOT	-	-	247,500.00	247,500.00	-	-	-	247,500.00	247,500.00	14,487.10	3,863.73	18,350.83	
007011	McCauley Weir Road Reopening and Sigr	COUNCIL	90,000.00	-	-	90,000.00	-	-	90,000.00	-	90,000.00	59,270.00	62,902.14	122,172.14	
007012	Minmore Road Sealing	COUNCIL	50,000.00	-	-	50,000.00	-	-	50,000.00	-	50,000.00	28,450.00	-	28,450.00	
Sub Activity Subtotal			408,500.00	333,072.94	247,500.00	989,072.94	428,500.00	333,072.94	20,000.00	247,500.00	989,072.94	132,070.95	165,657.42	297,728.37	
Urban Drainage															
006735	Kingaroy-Leopard Court-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	22.00	22.00	
006741	Kingaroy-Moonya St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,771.62	1,771.62	
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	-	88,042.16	88,042.16	
Sub Activity Subtotal			121,500.00	-	-	121,500.00	121,500.00	-	-	-	121,500.00	-	90,783.52	90,783.52	
FD & Complimentary															
006736	Flood Damage - Council Betterment	COUNCIL	-	1,773,283.09	-	1,773,283.09	2,000,000.00	-	26,716.91	200,000.00	1,773,283.09	-	-	-	
006813	EV03 Betterment Mondure Crossing Road	QRA	-	-	-	-	-	-	-	-	-	-	4,855.64	4,855.64	
006843	EV04 Betterment Mercer Springgate Road	QRA	-	-	-	-	-	-	-	-	-	17,102.75	15,333.75	32,436.50	
006844	EV01 Betterment Dip Road	QRA	-	-	-	-	-	-	-	-	-	39,105.60	23,497.21	62,602.81	
006984	EV03 Betterment Williams Road	QRA	-	-	-	-	-	-	-	-	-	11,718.00	20,892.06	32,610.06	
006986	Couchmans Road Comp Pavement repair	COUNCIL	-	-	-	-	-	-	-	-	-	-	18,763.34	18,763.34	
007000	Ryan Reagon Rd Comp Works gravel resl	COUNCIL	-	-	-	-	-	-	-	-	-	-	5,161.53	5,161.53	
007002	Maidenwell Glenclyffe Rd-Comp Grav Resl	COUNCIL	-	-	-	-	-	-	-	-	-	-	75,760.32	75,760.32	
007013	Freemans Lane Kingaroy Concrete Paven	COUNCIL	-	200,000.00	-	200,000.00	-	-	-	200,000.00	200,000.00	-	-	-	

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
007016	EV01 Betterment Flagstone Creek Road	QRA	-	-	-	-	-	-	-	-	-	5,672.10	8,928.09	14,600.19	
007018	East Nanango Road Comp Works seal w	COUNCIL	-	-	-	-	-	-	-	-	-	-	14,150.40	14,150.40	
007034	O'Dea Road Comp drainage works	COUNCIL	-	-	-	-	-	-	-	-	-	1,056.00	998.76	2,054.76	
Sub Activity Subtotal				1,973,283.09	-	1,973,283.09	2,000,000.00	-	26,716.91	-	1,973,283.09	74,654.45	188,341.10	262,995.55	
Activity Total				5,629,214.00	4,131,580.92	5,737,614.64	15,588,409.56	12,562,892.00	1,841,170.47	-	26,716.91	1,211,064.00	15,588,409.56	2,996,134.72	3,064,650.45
Water Services															
W4Q - Round 4															
006906	W4Q4-Kingaroy Water Security MtWooroc	W4Q4	-	580,000.00	1,500,000.00	2,080,000.00	1,750,000.00	-	-	330,000.00	2,080,000.00	14,308.30	4,646.70	18,955.00	
Sub Activity Subtotal				580,000.00	1,500,000.00	2,080,000.00	1,750,000.00	-	-	330,000.00	2,080,000.00	14,308.30	4,646.70	18,955.00	
Water - General Oper															
006503	S1 & S2 - PC, SCADA &Telemetry WATEI	COUNCIL	-	183,332.00	-	183,332.00	183,332.00	-	-	-	183,332.00	96,270.00	60,175.00	156,445.00	
006640	S2- PC, SCADA &Telemetry WATER	COUNCIL	-	-	-	-	-	-	-	-	-	162.00	-	162.00	
006898	S3 - PC, SCADA & Telemetry WATER	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	17,500.00	-	-	-	
006909	Solar panels for treatment plants	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	-	-	
Sub Activity Subtotal				47,500.00	183,332.00	-	230,832.00	388,332.00	-	-	157,500.00	230,832.00	96,432.00	60,175.00	156,607.00
Water - Blackbutt															
006788	Blackbutt HL PS Switchboard renewal +	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	17,500.00	-	-	-	
006899	Blackbutt WTP Switchboard Renewal & P	COUNCIL	40,000.00	-	-	40,000.00	400,000.00	-	-	360,000.00	40,000.00	-	-	-	
Sub Activity Subtotal				57,500.00	-	-	57,500.00	575,000.00	-	-	517,500.00	57,500.00	-	-	-
Water - Kingaroy															
005547	Gordonbrook WTP - Post Con Contract W	COUNCIL	-	-	-	-	-	-	-	-	-	132,614.63	307,555.96	440,170.59	
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	110,469.56	230,378.61	340,848.17	
006517	Water Meter Replacement Program - 21/2	COUNCIL	-	-	-	-	-	-	-	-	-	-	3,989.66	3,989.66	
006566	Gordonbrook Dam Emergency Repairs 20	COUNCIL	-	80,000.00	-	80,000.00	-	-	-	80,000.00	80,000.00	-	-	-	
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	88,196.20	-	88,196.20	-	88,196.20	-	-	88,196.20	31,371.39	36,507.53	67,878.92	
006783	Gordonbrook Dam Spillway AFC D&C	COUNCIL	-	-	-	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	7,182.29	5,860.00	13,042.29	
006882	WMR Markwell St Kingaroy	COUNCIL	98,000.00	-	-	98,000.00	98,000.00	-	-	-	98,000.00	4,064.75	25,252.32	29,317.07	
006900	WMR Alford St Kingaroy (William-Burnett)	COUNCIL	133,000.00	-	-	133,000.00	133,000.00	-	-	-	133,000.00	10,588.59	37,309.18	47,897.77	
006901	WMR Glendon St Kingaroy(Alford-Markwe	COUNCIL	78,400.00	-	-	78,400.00	78,400.00	-	-	-	78,400.00	337.50	46,764.25	47,101.75	
006902	DriveIn 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	-	18,237.99	18,237.99	
Sub Activity Subtotal				439,400.00	691,042.20	290,000.00	2,220,442.20	1,762,246.00	88,196.20	290,000.00	80,000.00	2,220,442.20	296,628.71	711,855.50	1,008,484.21
Water - Nanango															
006657	WMR Dalby St Nanango (Gipps-ChesterS	COUNCIL	-	-	-	-	-	-	-	-	-	-	2,502.93	2,502.93	
006785	Nanango WTP & Bores A, B, C , etc	COUNCIL	-	38,711.33	-	38,711.33	340,000.00	38,711.33	-	340,000.00	38,711.33	-	-	-	
Sub Activity Subtotal				38,711.33	-	38,711.33	340,000.00	38,711.33	-	340,000.00	38,711.33	-	2,502.93	2,502.93	
Water - Proston															
006658	WMR Blake St, Proston (Drake-RodneySt	COUNCIL	-	99,369.22	-	99,369.22	-	99,369.22	-	-	99,369.22	14,980.00	88,971.76	103,951.76	
Sub Activity Subtotal				99,369.22	-	99,369.22	-	99,369.22	-	-	99,369.22	14,980.00	88,971.76	103,951.76	
Water - Wondai															
006659	WMR Mackenzie St, Wondai (Osborne-Er	COUNCIL	-	158,574.00	-	158,574.00	208,574.00	-	-	50,000.00	158,574.00	30.00	84,288.97	84,318.97	
006660	WMR Mackenzie St, Wondai (Osborne-Sc	COUNCIL	-	108,116.00	-	108,116.00	138,116.00	-	-	30,000.00	108,116.00	-	105,047.30	105,047.30	
006661	WMR Cadell St, Wondai (Scott - Kent St)	COUNCIL	-	234,392.67	-	234,392.67	-	234,392.67	-	-	234,392.67	-	103,033.18	103,033.18	
006881	Media Replacement Wondai	COUNCIL	140,000.00	-	-	140,000.00	140,000.00	-	-	-	140,000.00	8,181.82	12,637.00	20,818.82	
Sub Activity Subtotal				140,000.00	501,082.67	-	641,082.67	486,690.00	234,392.67	-	80,000.00	641,082.67	8,211.82	305,006.45	313,218.27
Activity Total				684,400.00	2,093,537.42	1,790,000.00	5,367,937.42	5,302,268.00	460,669.42	290,000.00	-	685,000.00	430,560.83	1,173,158.34	1,603,719.17
Wastewater Services															
Wastewater - General															
006641	S2- PC, SCADA &Telemetry WASTEWAT	COUNCIL	-	166,747.00	-	166,747.00	166,747.00	-	-	-	166,747.00	4,980.00	131,030.00	136,010.00	
006903	S3- PC, SCADA &Telemetry WASTEWAT	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	17,500.00	-	-	-	
006904	Regional Sewer Relining	COUNCIL	1,600,000.00	-	-	1,600,000.00	1,600,000.00	-	-	-	1,600,000.00	110,160.89	39,690.82	149,851.71	

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
Sub Activity Subtotal			1,617,500.00	166,747.00	-	1,784,247.00	1,941,747.00	-	-	-	157,500.00	1,784,247.00	115,140.89	170,720.82	285,861.71
Wastewater - Kingaro															
006905	Kingaroy SPS2 Tessmanns Rd Switchboa	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	-	157,500.00	17,500.00	3,577.07	942.92	4,519.99
Sub Activity Subtotal			17,500.00	-	-	17,500.00	175,000.00	-	-	-	157,500.00	17,500.00	3,577.07	942.92	4,519.99
Wastewater - Nanango															
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	21,000.00	-	-	21,000.00	210,000.00	-	-	-	189,000.00	21,000.00	3,577.09	942.92	4,520.01
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	14,000.00	-	-	14,000.00	140,000.00	-	-	-	126,000.00	14,000.00	3,577.08	942.92	4,520.00
Sub Activity Subtotal			35,000.00	-	-	35,000.00	350,000.00	-	-	-	315,000.00	35,000.00	7,154.17	1,885.84	9,040.01
CED - Proston															
006510	BDWW-WWTP1 SB Renewal	COUNCIL	-	16,500.00	-	16,500.00	-	-	-	16,500.00	16,500.00	-	16,381.97	16,381.97	
006796	Proston CED Pump Station Replace & Re	COUNCIL	21,000.00	-	-	21,000.00	210,000.00	-	-	-	189,000.00	21,000.00	3,577.07	942.93	4,520.00
Sub Activity Subtotal			21,000.00	16,500.00	-	37,500.00	210,000.00	-	-	-	172,500.00	37,500.00	3,577.07	17,324.90	20,901.97
Activity Total			1,691,000.00	183,247.00	-	1,874,247.00	2,676,747.00	-	-	-	802,500.00	1,874,247.00	129,449.20	190,874.48	320,323.68
Waste															
Waste Management - R															
006607	New Maidenwell Transfer Station	COUNCIL	-	634,601.07	-	634,601.07	250,000.00	54,601.07	330,000.00	-	634,601.07	16,211.99	80,089.68	96,301.67	
006780	Nanango Weighbridge & Transfer Station	LGGSP	-	242,720.00	364,080.00	606,800.00	303,780.00	303,020.00	-	-	606,800.00	635.85	26,115.18	26,751.03	
006845	Purchase of new SBRC Skip Bins	COUNCIL	-	28,350.00	-	28,350.00	-	-	-	28,350.00	28,350.00	-	28,350.00	28,350.00	
006989	Wondai Weighbridge	DRFA	-	221,384.25	368,973.75	590,358.00	-	-	590,358.00	-	590,358.00	7,486.36	11,803.08	19,289.44	
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	100,000.00	-	100,000.00	-	-	100,000.00	-	100,000.00	-	54,560.00	54,560.00	
Sub Activity Subtotal			-	1,227,055.32	733,053.75	1,960,109.07	553,780.00	357,621.07	1,020,358.00	28,350.00	1,960,109.07	24,334.20	200,917.94	225,252.14	
Activity Total			-	1,227,055.32	733,053.75	1,960,109.07	553,780.00	357,621.07	1,020,358.00	28,350.00	1,960,109.07	24,334.20	200,917.94	225,252.14	
Grand Total			13,186,763.56	14,775,882.95	12,735,496.05	42,003,142.56	33,353,819.00	7,703,040.40	1,815,912.68	-	869,629.52	42,003,142.56	8,308,559.54	9,525,926.40	17,834,485.94

Statement of Comprehensive Income 2nd Quarter Proposed Budget

	Original Budget	Amended Budget	Proposed Budget	Variance	
	\$	\$	\$	\$	
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	57,018,206	57,018,206	57,018,206	-	
	5,276,904	5,276,904	5,345,086	68,182	<ul style="list-style-type: none"> • Increase in waste income \$40k • Decreases to animal registration income due to fees being pro-rata'd to the end of June (\$85k) • Increase to Boondooma accommodation income of \$60k - offset additional expenses below • Income for Day at the Dam event \$46k
Fees and Charges					
Rental Income	459,715	459,715	507,603	47,888	<ul style="list-style-type: none"> • Additional revenue for Murgon shops of \$46k due to more spaces being rented out for this financial year
Interest Received	1,975,000	1,975,000	2,975,000	1,000,000	<ul style="list-style-type: none"> • Increase in bank account interest due to large increases in bank interest rates
Sales Revenue	6,835,007	7,159,007	7,159,007	-	
Other Income	1,179,323	1,179,323	1,209,323	30,000	<ul style="list-style-type: none"> • Increase to scrap steel sales \$25k
Grants, Subsidies, Contributions and Donations	8,546,353	12,899,782	20,541,473	7,641,691	<ul style="list-style-type: none"> • Increase in operational grants for QRA flood works \$7.642m
	81,290,508	85,967,936	94,755,698	8,787,761	
Capital Revenue					
Grants, Subsidies, Contribution and Donations	9,471,224	11,583,291	13,735,496	2,152,205	<ul style="list-style-type: none"> • \$1m contribution for Niagara Road • Blackspot Funding - \$247k • Rail Trail Pavement (DTIS) - \$630k • Wondai Roundabout - \$874k LRCI • PCYC refurbishment costs reallocated into the 2024/2025 year (\$500k)
Total Income	90,761,732	97,551,227	108,491,194	10,939,967	
Expenses					
Recurrent Expenses					
Employee Benefits	27,612,019	28,117,001	28,504,078	387,078	<ul style="list-style-type: none"> • Additional \$357k for QRA flood works - offset by income above • Additional \$30k for staff recruitment costs

	Original Budget	Amended Budget	Proposed Budget	Variance	
	\$	\$	\$	\$	
Materials and Services	31,759,777	35,807,782	43,872,222	8,064,440	<ul style="list-style-type: none"> • \$310k due to increase in landfill provision base costs to incorporate the full 40 year model as per audit recommendations • \$7.284m for QRA flood works - offset by income above • Additional \$55k in consultants to assist with efficiency projects in rates and CiAnywhere financials transition • Additional \$60k in contractors at Boondooma Dam - offset by additional revenue • Additional \$56k for day at the dam expenses - largely offset by revenue • Increase in pool manager entitlements for Wondai Pool \$71k • Additional \$100k for legal advice • Additional \$40k for workplace investigations • Additional water consumption charges \$45k - offset by additional revenue
Finance Costs	1,734,655	1,734,655	1,734,654	(0)	
Depreciation and Amortisation	23,673,214	23,996,788	24,211,788	215,000	• Increases to depreciation
	84,779,665	89,656,226	98,322,744	8,666,518	
Capital Expense	(415,000)	(415,000)	(415,000)	-	
Total Expense	84,364,665	89,241,226	97,907,744	8,666,518	
Net Result	6,397,067	8,310,001	10,583,450	2,273,449	
Net Operating Result	(3,489,157)	(3,688,289)	(3,567,046)	121,244	

10.3 MONTHLY FINANCIAL INFORMATION

File Number: 24.01.2024
Author: Manager Finance & Sustainability
Authoriser: Chief Executive Officer

PRECIS

Monthly financial report as at 31st December 2023.

SUMMARY

The following information provides Council's current position as at 31st December 2023.

OFFICER'S RECOMMENDATION

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

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to amended budget as adopted by Council on the 25th October 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 58% compared to the amended budget and Recurrent Expenditure is sitting at 59%.
- Revenue is impacted by timing effects of various income streams including grant revenue.
- Council's current cash holdings at the end of December 2023 was \$63.27m with \$33.28m of this currently classed as restricted cash.
- The ratios at the end of December are all within their respective targets apart from:
 - Current Ratio which is sitting at 4.47. This is outside the target of between 2.0 and 4.0 and is affected by high cash balances.
- Council's capital expenditure program is currently sitting at \$8.95m in actual expenditure which equates to approximately 20.9% of the total amended budget.
- The 2nd quarter budget revision has been completed and is being presented to the January Council Meeting for adoption.

ATTACHMENTS

1. **Monthly Meeting Report - December 2023**
2. **Capital Expenditure as at 31st December 2023**



South Burnett Regional Council
Monthly Financial Report
December 2023



Executive Summary

This monthly report is designed to illustrate the interim financial performance and position of South Burnett Regional Council compared to the amended budget, at an organisational level, for the period ended 31 December 2023.

- Recurrent Revenue is currently sitting at 58% compared to the amended budget and Recurrent Expenditure is sitting at 59%.
- Revenue is impacted by timing effects of various income streams including grant revenue.
- Council's current cash holdings at the end of December 2023 was \$63.27m with \$33.28m of this currently classed as restricted cash.
- The ratios at the end of December are all within their respective targets apart from:
 - Current Ratio which is sitting at 4.47. This is outside the target of between 2.0 and 4.0 and is affected by high cash balances.
- Council's capital expenditure program is currently sitting at \$8.95m in actual expenditure which equates to approximately 20.9% of the total amended budget.
- The 2nd quarter budget revision has been completed and is being presented to the January Council Meeting for adoption.

Executive Summary

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 31 December 2023
50% of Year Complete

	2024	Original Budget	Amended Budget	Variance
	\$	\$	\$	%
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	29,021,511	57,018,206	57,018,206	51%
Fees and Charges	3,423,853	5,276,904	5,276,904	65%
Rental Income	305,039	459,715	459,715	66%
Interest Received	1,754,993	1,975,000	1,975,000	89%
Sales Revenue	1,817,621	6,835,007	7,159,007	25%
Other Income	556,980	1,179,323	1,179,323	47%
Grants, Subsidies, Contributions and Donations	13,287,072	8,546,353	12,899,782	103%
	<u>50,167,070</u>	<u>81,290,508</u>	<u>85,967,936</u>	<u>58%</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	3,690,712	9,471,224	11,583,291	32%
Total Income	<u>53,857,782</u>	<u>90,761,732</u>	<u>97,551,227</u>	<u>55%</u>
Expenses				
Recurrent Expenses				
Employee Benefits	14,064,964	27,612,019	28,117,001	50%
Materials and Services	25,992,131	31,759,777	35,807,782	73%
Finance Costs	900,806	1,734,655	1,734,655	52%
Depreciation and Amortisation	11,926,427	23,673,214	23,996,788	50%
	<u>52,886,318</u>	<u>84,779,665</u>	<u>89,656,226</u>	<u>59%</u>
Capital Expense	<u>508,902</u>	<u>(415,000)</u>	<u>(415,000)</u>	<u>-123%</u>
Total Expense	<u>53,395,220</u>	<u>84,364,665</u>	<u>89,241,226</u>	<u>60%</u>
Net Result	<u>462,562</u>	<u>6,397,067</u>	<u>8,310,001</u>	
Net Operating Result	<u>(2,719,248)</u>	<u>(3,489,157)</u>	<u>(3,688,289)</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 Budget	Revised Budget		Actual	Original Budget	Revised Budget	
Water	\$ 6,400,282	\$ 11,934,395	\$ 11,934,395	34%	\$ 5,424,950	\$ 11,532,637	\$ 11,532,637	47%
Wastewater	\$ 3,711,712	\$ 7,265,458	\$ 7,265,458	51%	\$ 3,011,153	\$ 5,792,239	\$ 5,792,239	52%
Waste	\$ 2,136,421	\$ 8,178,907	\$ 8,186,312	51%	\$ 3,518,262	\$ 8,767,055	\$ 8,633,433	40%
Plant and Fleet	\$ 98,549	\$ 181,000	\$ 181,000	48%	\$ 348,893	\$ 1,371,800	\$ 1,371,800	25%
GenOps	\$ 15,298,208	\$ 11,716,058	\$ 18,415,712	61%	\$ 41,278,948	\$ 60,076,534	\$ 66,800,738	64%
Total	\$ 48,945,170	\$ 41,290,808	\$ 48,967,838	58%	\$ 52,886,318	\$ 94,779,665	\$ 98,658,226	59%

Revenue

- All revenue items are currently tracking above the target of 50% except for Plant & Fleet.
- Water is sitting at 54% and is affected by increased water sales from standpipes and additional water usage on rates for the first half of the year.
- Waste is affected by timing in waste disposal revenue as invoices for December have not yet been raised.
- GenOps is sitting at 61% and will be affected by income received from Queensland Reconstruction Authority and DTMR for flood restoration works as well as favourable bank account interest income.

Expenditure

- Two departments are tracking above the target of 50% for the month. These are Wastewater and GenOps.
- Wastewater has above target expenses for materials and services due to increases in rates paid and remissions on rates for the first half of the year 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 and insurance 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, workers compensation premiums and annual software licences.

2.2 Revenue

2.2.1 Rates Levies and Charges

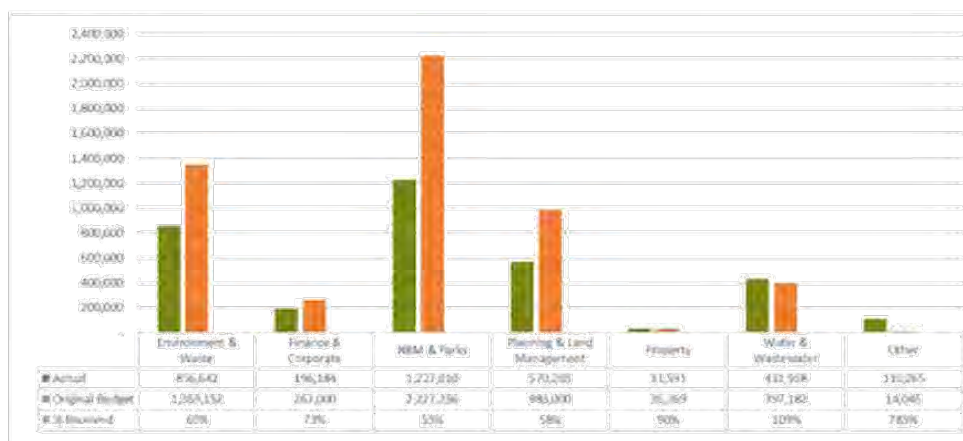
This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

Rates or Charges	Actuals	Original Budget	Amended Budget
General Rates	\$ 15,929,505	\$ 31,574,666	\$ 31,574,666
Quarry Special Charge	\$ 8,322	\$ -	\$ -
Water Charges	\$ 6,056,913	\$ 11,562,083	\$ 11,562,083
Sewerage Charges	\$ 3,644,463	\$ 7,149,764	\$ 7,149,764
Waste Collection Charges	\$ 1,696,617	\$ 3,370,338	\$ 3,370,338
Community Rescue and Evacuation Levy	\$ 44,504	\$ 90,000	\$ 90,000
Waste Management Levy	\$ 1,646,363	\$ 3,271,355	\$ 3,271,355
Memerambi Estate Levies	\$ 5,174	\$ -	\$ -
Total	\$ 29,021,511	\$ 57,018,206	\$ 57,018,206

As at 31 December 2023, rates, levies and charges are tracking at 51% which is just above the target of 50%. This is mainly due to increases in water consumption charged in the first 6 monthly rates levy for this year.

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 31 December 2023, fees and charges are tracking above target at 65%. Main factors affecting the fees and charges figures are:

- Environment and Waste is above target. This income stream is affected by timing of monthly invoices for waste disposal which is offset by yearly food licences having already been issued.
- Finance is above target due to higher than expected rates certificates and property transfers.

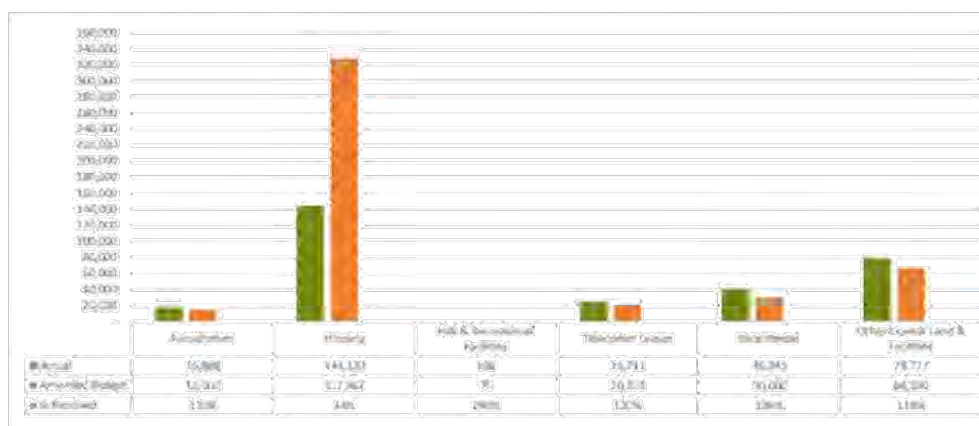
- NRM & Parks is slightly above target and is affected by timing in visitors at Boondooma Dam, timing in cemetery income and saleyard income.
- Planning and Land Management is above target at 58% due to timing in number of planning and building applications.
- Properties is above target due to increases in the hall hire and caravan park fees received.
- Water & Waste Water are above target due to increases in water standpipe sales, bulk water sales and timing from yearly trade waste permits being invoiced and increases in other sewerage discharge fees.
- Other is above target due to the Day at the Dam entry tickets (which is largely offset by expenditure) and increases from developer contributions.

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 31 December 2023, rental income is tracking at 66% 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 as December has not yet been processed.
- Shop Rental is above target due to increases in the number of lease contracts in the current financial year.



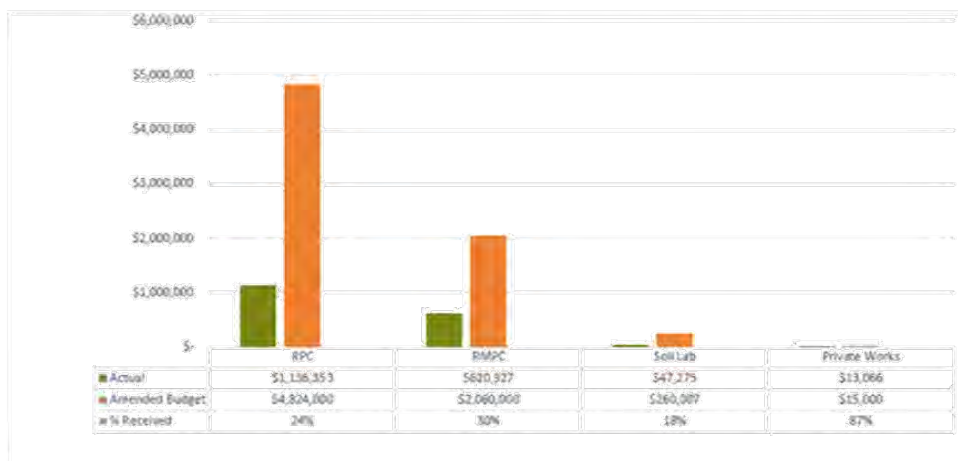
2.2.4 Interest Received

Interest revenue includes interest on investments and rate arrears. As of 31 December 2023, interest received is tracking above target at 89% due to favourable interest rates. A second quarter adjustment has been performed to account for favourable interest rates on bank accounts.

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 31 December 2023, sales revenue is tracking below target at 25%.

This is largely due to timing of when RPC and RMPC works for this financial year are scheduled to be performed with an increase in works expected in the January to June 2024 period. Claims of approximately \$12k were in progress at the end of December 2023.



2.2.6 Other Income

Other income is sundry income derived from all other sources.

As of 31 December 2023, other income is tracking below target at 47%. Reasons surrounding this can be found below.

Income Stream	Actual	Original Budget	Amended Budget	% Received
VIC Income	\$ 65,513	\$ 88,100	\$ 88,100	74%
Irrigation Income	\$ -	\$ 31,095	\$ 31,095	0%
Fines	\$ 12,360	\$ 53,073	\$ 53,073	23%
Scrap Steel	\$ 131,191	\$ 289,865	\$ 289,865	45%
Library Sales	\$ 1,011	\$ 2,830	\$ 2,830	36%
Museum Sales	\$ 75	\$ -	\$ -	0%
Agency Income	\$ 13,984	\$ 52,000	\$ 52,000	27%
Tourist Parks	\$ 161,097	\$ 320,000	\$ 320,000	50%
Legal Recovery	-\$ 1,893	\$ 80,000	\$ 80,000	-2%
Insurance Claims & Workcover	\$ 15,147	\$ 20,000	\$ 20,000	76%
Misc Other	\$ 158,495	\$ 242,360	\$ 242,360	65%
Total	\$ 556,980	\$ 1,179,323	\$ 1,179,323	47%

- 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 fluctuations in number of 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, and insurance claims 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 31 December 2023, operating grants are tracking above target at 103% due to timing in when operational grants are received and spent. Approximately \$12.11m 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 been processed up to the end of December.

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.

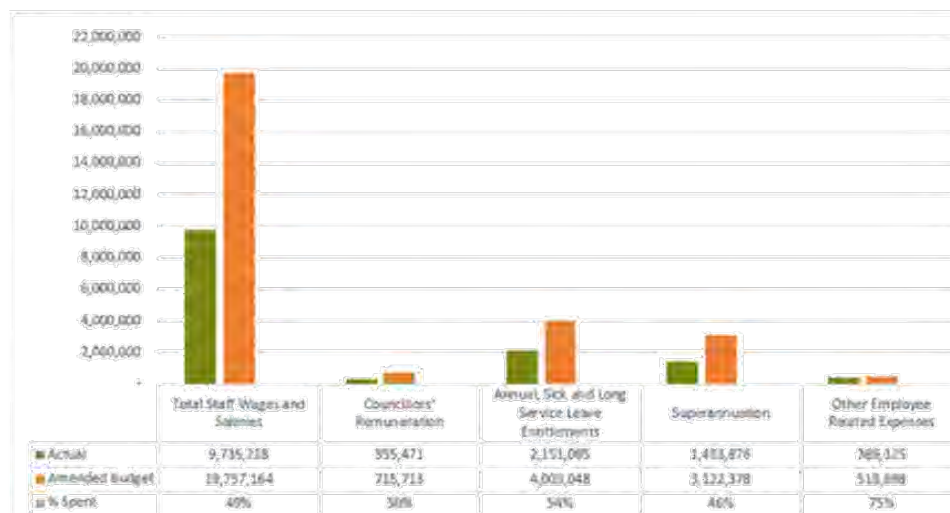
As of 31 December 2023, capital grants are tracking below target at 32%. This is expected to increase over the next few months as capital projects are completed. Contract asset and contract liability movements have been processed for the month.

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 31 December 2023, employee benefits are tracking on target at 50%.



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 31 December 2023, materials and services are tracking above target at 73%.

Description	Actual	Original Budget	Amended Budget	% Spent
Donations	576,189	641,631	857,931	67%
Materials	12,458,910	21,569,778	22,213,000	56%
Services	13,433,990	10,510,525	13,125,645	102%
Internal Plant Charges	3,549,050	8,006,570	8,579,932	41%
Internal Plant Recoveries	4,026,009	8,968,726	8,968,726	45%
	25,992,131	31,759,777	35,807,782	

- 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 as well as half yearly rate remissions.
- Additional expenditure of \$9.161m is associated with the various weather events and has been offset by income from Queensland Reconstruction Authority (QRA). An adjustment in budget will be performed as part of the 2nd quarter budget review.

- 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 31 December 2023, finance costs are tracking just above target at 52%.



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 31 December 2023, depreciation expense was on target at 50%. Depreciation expense will be closely monitored as capitalisation occurs.

Work in progress balance as at 31 December 2023 is \$24.85m, made up of the asset classes listed below.

Asset Class	Opening Balance 01/12/2023	Capital Expenditure	Capitalisation	Closing Balance 31/12/2023
Plant & Equipment	37,372	1,909	-	39,281
Land	66,069	-	-	66,069
Buildings	4,386,590	338,088	82,527	4,642,150
Roads	15,913,238	154,453	1,703,600	14,364,091
Water	3,489,491	339,086	229,612	3,598,965
Wastewater	1,772,973	14,767	-	1,787,740
Fleet	273,164	50,543	178,808	144,899
Waste	125,856	87,301	-	213,158
Office/ICT	1,689	-	-	1,689
	26,066,441	986,147	2,194,548	24,858,041

Note, there was a large quantity of projects processed just prior to the Christmas break. The value of these projects accumulates to approximately \$10 million and are currently in progress with finance for capitalisation. Finance will aim to have these processed by end of January to ensure January reports reflect depreciation effects and updated Work in Progress balances.

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 (therefore 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 \$508k as at 31 December 2023 due to sales income for fleet items sold and revenue from sale of land less disposals.

<i>Capital Expense</i>	<i>Actual</i>	<i>Original Budget</i>	<i>Amended Budget</i>
INCOME			
Fleet	139,474	415,000	415,000
Buildings	68,183		
Land	32,998		
DISPOSALS			
Roads	512,388		
Fleet	41,643		
Land	12,772		
Buildings	107,963		
Water	74,790		
	508,902	415,000	415,000

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position

as at 31 December 2023

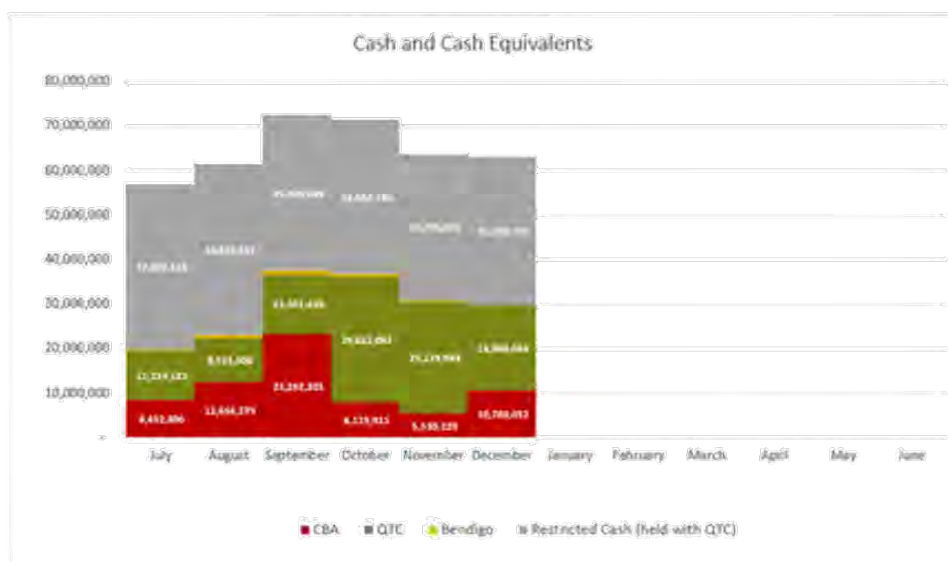
	2023 DECEMBER \$	Original Budget \$	Amended Budget \$
Current Assets			
Cash and Cash Equivalents	63,270,564	56,343,950	53,065,990
Trade and Other Receivables	7,102,034	11,936,624	12,200,645
Inventories	969,132	781,347	840,354
Investments	-	-	-
Total Current Assets	71,341,730	69,061,921	66,106,989
Non-Current Assets			
Trade and Other Receivables	543,637	389,495	389,495
Property, Plant and Equipment	1,056,693,375	1,068,147,535	1,079,285,404
Right of Use Asset	695,950	661,125	669,127
Intangible Assets	6,246,560	6,242,606	6,242,606
Total Non-Current Assets	1,064,179,522	1,075,440,760	1,086,586,632
TOTAL ASSETS	1,135,521,252	1,144,502,682	1,152,693,621
Current Liabilities			
Trade and Other Payables	7,927,962	10,423,308	15,173,787
Borrowings	3,309,663	3,460,548	3,460,548
Lease Liabilities	20,206	18,439	18,439
Provisions	3,992,865	3,931,009	3,915,600
Unearned Revenue	-	2,300,754	2,749,085
Other Liabilities	704,471	1,410,715	1,410,715
Total Current Liabilities	15,955,166	21,544,773	26,728,174
Non-Current Liabilities			
Trade and Other Payables	-	-	-
Borrowings	19,998,254	20,335,543	20,335,543
Lease Liabilities	712,723	686,457	694,284
Provisions	12,259,935	12,444,910	11,931,008
Other Liabilities	4,398,720	1,470,746	2,960,718
Total Non-Current Liabilities	37,369,631	34,937,655	35,921,553
TOTAL LIABILITIES	53,324,797	56,482,428	62,649,727
NET COMMUNITY ASSETS	1,082,196,455	1,088,020,254	1,090,043,894
Community Equity			
Retained Surplus/(Deficiency)	442,613,498	448,318,094	449,178,799
Asset Revaluation Surplus	639,582,956	639,702,160	640,865,095
TOTAL COMMUNITY EQUITY	1,082,196,455	1,088,020,254	1,090,043,894

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 31 December 2023, Council's actual cash and cash equivalents balance was \$63.27m. The below table shows the breakup of this balance sheet element (excluding cash drawers).

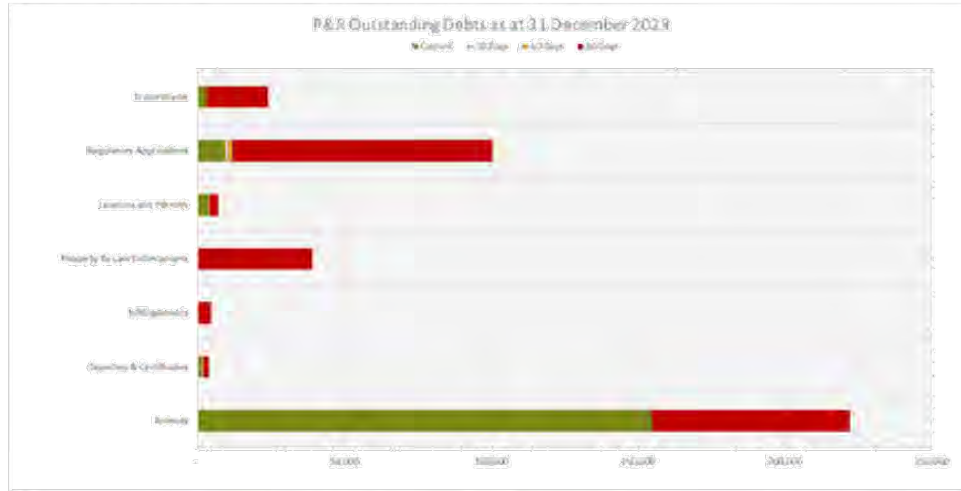


As at the 31 December 2023, the restricted cash balance was \$33.28m. This increased from last month by \$511k and is made up of an increase in Roads of \$917k and decreases in Buildings \$16k, Waste \$82k, Plant & ICT \$50k, Water \$240k and Wastewater \$18k.

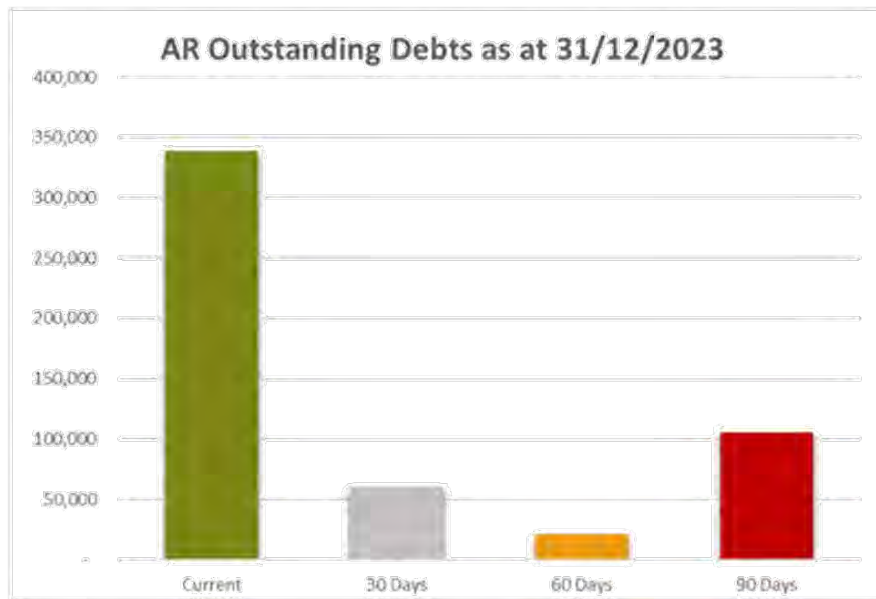
RESTRICTED CASH	Nov-23	Dec-23
Recurrent Expenditure	505,164	505,164
Future Capital Works		
Roads	4,826,541	5,744,203
Buildings	3,607,679	3,591,484
Waste	6,177,795	6,095,663
Land	25,322	25,322
Plant & ICT	6,994,010	6,943,467
Water	3,793,615	3,553,762
Wastewater	4,739,237	4,721,582
Unspent - Developer Contributions	1,729,986	1,729,986
Unspent - Loan Funds	374,100	374,100
Total	32,773,449	33,284,733

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 \$225k and are made up of \$68k in overdue animal registrations, \$105k being actively pursued by Council staff or determination on next steps are being investigated, \$39k can be recovered when properties are sold, and \$13k belong to developer contributions that will be finalised in the future.

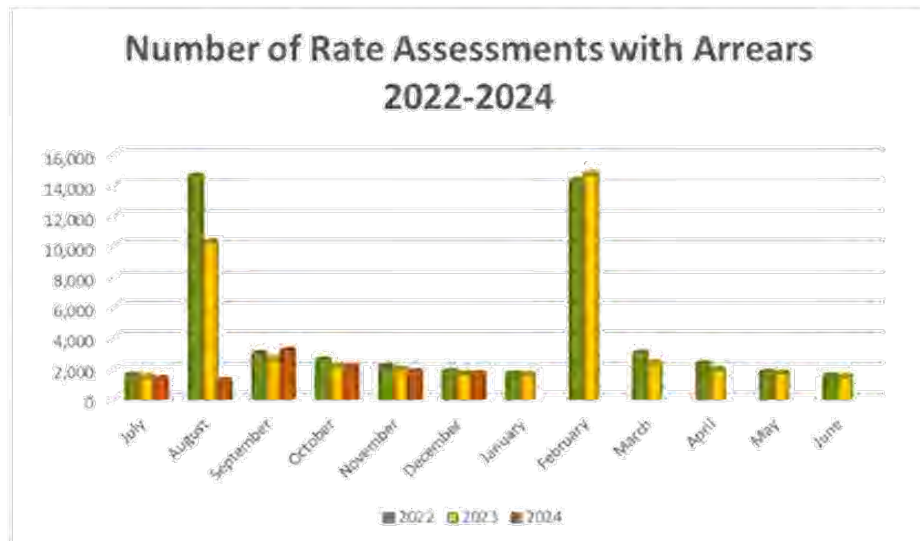
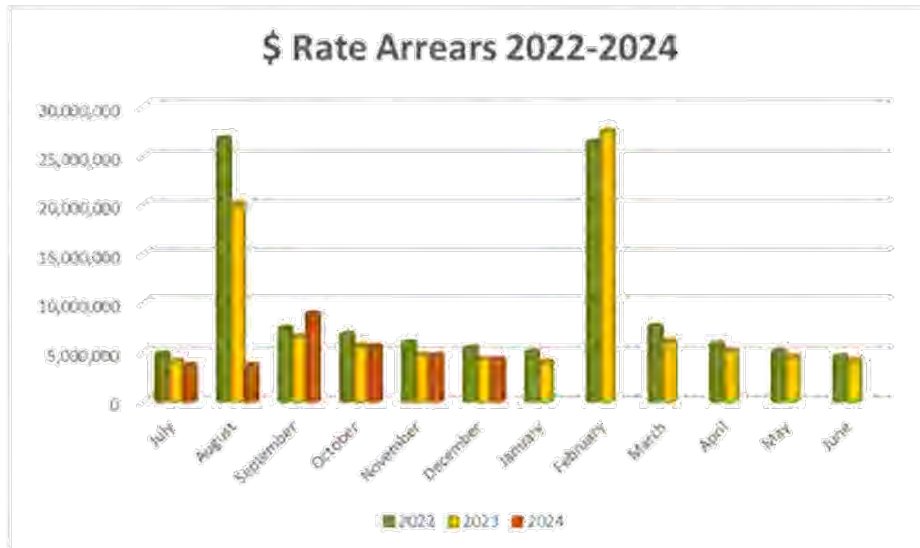


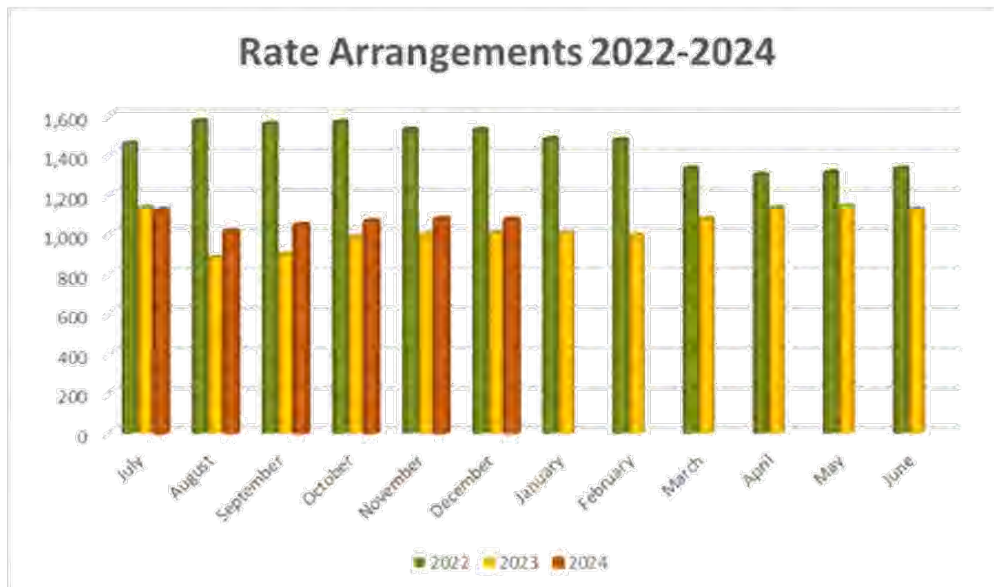
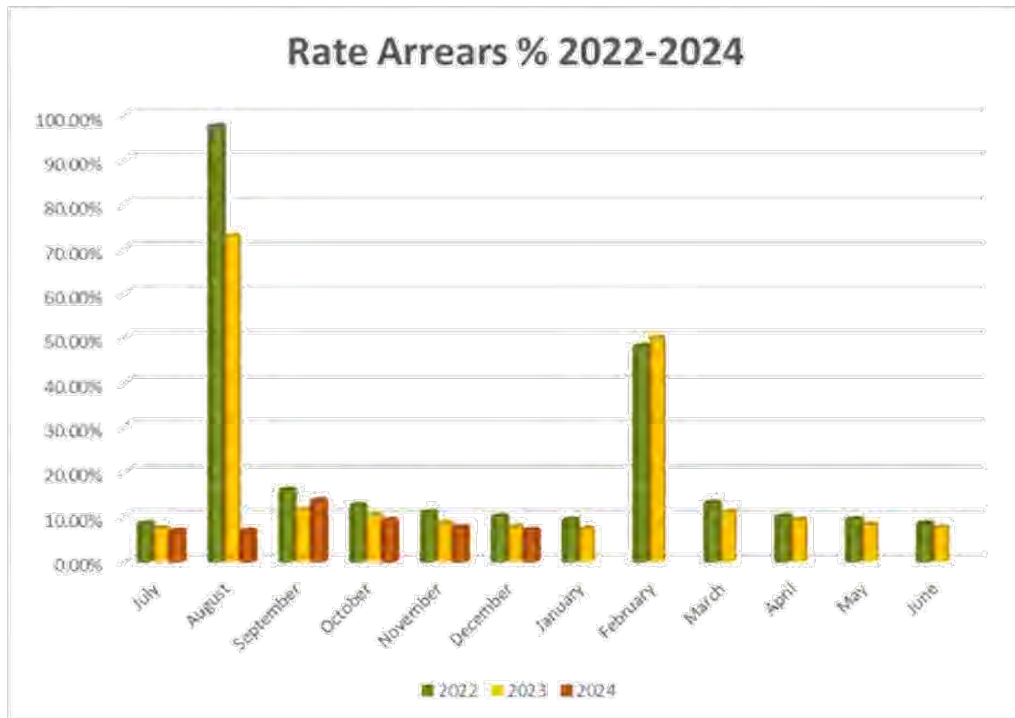
The AR outstanding debts 90+ days is currently \$105k which is 20% of total AR outstanding debts.

A total of 99% 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.

Rates in arrears as of 31 December 2023 is sitting at \$4.24m or 6.84% which is below the target arrears of 7%. There are currently 1,073 assessments with rate arrangements in place which accounts for 64.02% 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 amended budget is \$42.87m. Actual spent as of 31 December 2023 is \$8.95m, which is tracking below target at 20.9%. Committed costs of \$7.7m are also identified.

Capital project budget report is attached separately 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: 10-Jan-2024

Trade of business:	Trade of business:	October 2023	November 2023	December 2023
Description:	Description:	Purchases	Purchases	Purchases
LOCAL				
	Total Local	3,257,693.21	3,520,444.06	2,364,575.30
OUTSIDE SBRC				
Cherbourg		1,634.40	1,293.50	0.00
Dalby		1,075.00	6,160.00	2,100.00
Neighbouring Council		54.00	401.00	1,007.92
Other		4,596,428.83	2,725,908.21	1,390,071.92
Yarraman		28,582.00	28,197.00	28,197.00
	Total Other	4,627,774.23	2,761,959.71	1,421,376.84
	% Local Purchases	41.31%	54.04%	62.46%

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 31 December 2023 was \$23,307,916 made up of borrowings in the following departments.

Department	Borrowings
NRM & Parks	\$ 306,341
Finance	\$ 242,718
Property	\$ 263,773
Economic Development	\$ 194,395
Environment & Waste	\$ 472,967
Infrastructure	\$ 8,233,237
Water & Wastewater	\$ 13,594,485
Total	\$ 23,307,916

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

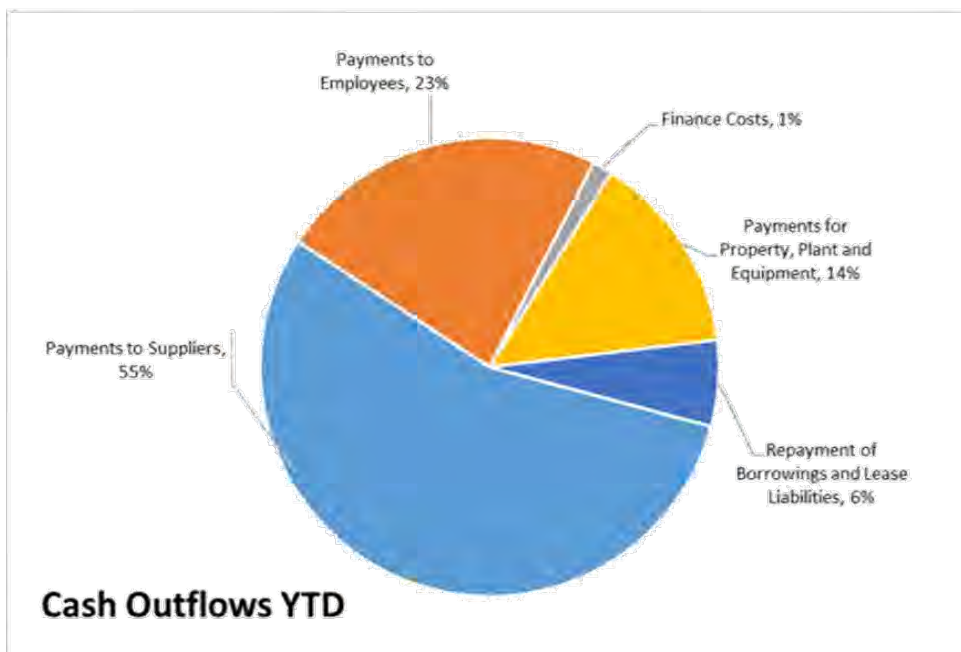
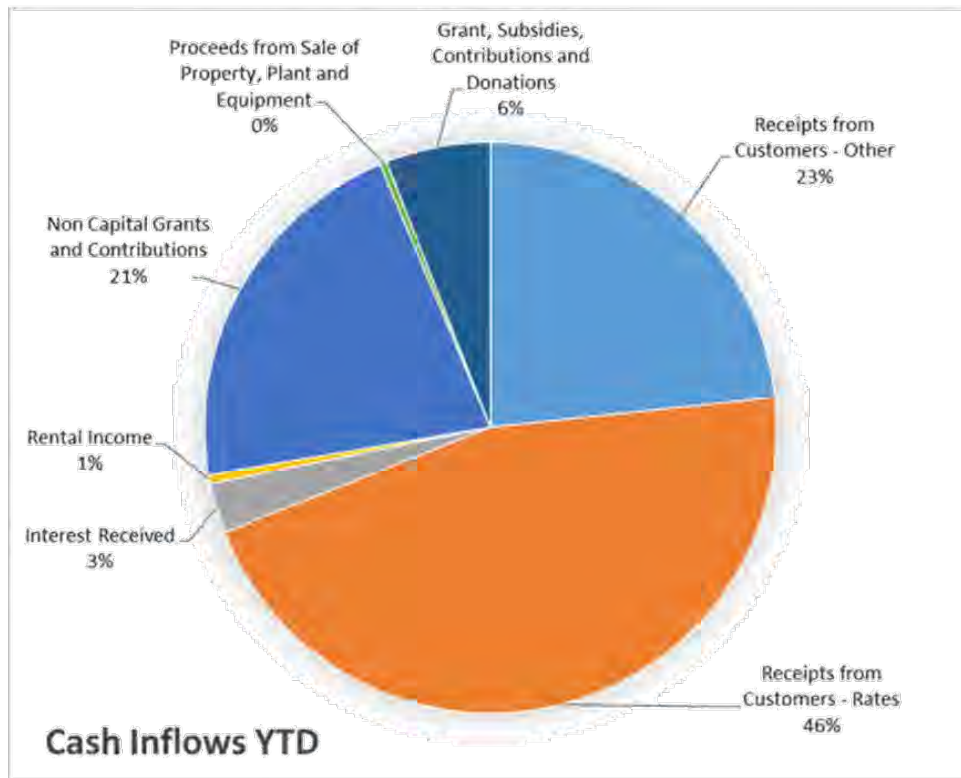
Provisions are made up of landfill and gravel pit expected restoration costs and employee long service leave. Provisions will be impacted by discount rates and end of year calculations.

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	Oct	Nov	Dec	YTD	YTD vs Amended		
					Original Budget	Amended Budget	Budget %
Cash Flows from Operating Activities							
Receipts from Customers	\$4,859,219	\$2,482,437	\$3,269,553	\$42,948,725	\$75,792,130	\$78,259,900	55%
Payments to Suppliers and Employees	(\$2,228,902)	(\$9,185,004)	(\$6,667,279)	(\$49,646,806)	(\$63,333,132)	(\$69,473,601)	71%
	(\$2,364,683)	(\$6,702,567)	(\$3,397,726)	(\$6,698,081)	\$12,456,998	\$8,786,299	
Interest Received	\$338,879	\$819,947	\$219,019	\$1,754,993	\$1,875,000	\$1,975,000	89%
Rental Income	\$66,864	\$24,678	\$88,040	\$305,039	\$459,715	\$459,715	66%
Non Capital Grants and Contributions	\$1,993,450	\$1,628,087	\$2,350,670	\$13,287,072	\$8,546,353	\$12,899,782	103%
Finance Costs	(\$150,739)	(\$151,299)	(\$140,789)	(\$900,806)	(\$1,252,196)	(\$1,252,196)	72%
Net Cash Inflow (Outflow) from Operating Activities	(\$181,240)	(\$4,987,157)	(\$880,787)	\$7,748,218	\$22,187,869	\$22,866,600	34%
Cash Flows from Investing Activities							
Payments for Property, Plant and Equipment	(\$1,517,371)	(\$3,595,709)	(\$1,028,882)	(\$8,992,716)	(\$38,353,619)	(\$42,872,772)	21%
Payments for Intangible Assets							0%
Advances/(Repayments) of Loans and Advances							0%
Proceeds from Sale of Property, Plant and Equipment	\$47,543	\$51,364	\$68,474	\$240,654	\$415,000	\$415,000	58%
Grant, Subsidies, Contributions and Donations	\$612,376	\$615,042	\$1,130,079	\$3,690,712	\$9,471,224	\$11,583,291	32%
Net Cash Inflow (Outflow) from Investing Activities	(\$857,452)	(\$3,929,303)	\$169,671	(\$5,061,380)	(\$23,467,595)	(\$30,874,481)	16%
Cash Flows from Financing Activities							
Proceeds from Borrowings and Leasing Liabilities							0%
Repayment of Borrowings and Leasing Liabilities	\$90,736	\$87,809	\$90,736	(\$3,839,830)	(\$3,351,655)	(\$3,351,655)	115%
Net Cash Inflow (Outflow) from Financing Activities	\$90,736	\$87,809	\$90,736	(\$3,839,830)	(\$3,351,655)	(\$3,351,655)	115%
Cash and Cash Equivalents at the Beginning of the Period	\$72,667,551	\$71,719,595	\$63,890,944	\$64,423,526	\$60,975,332	\$64,423,526	
Net Increase (Decrease) in Cash and Cash Equivalents Held	(\$947,955)	(\$7,828,651)	(\$620,379)	(\$1,152,962)	(\$4,631,882)	(\$1,257,536)	
Cash and Cash Equivalents at the End of the Period	\$71,719,595	\$63,890,944	\$63,270,564	\$63,270,564	\$56,343,450	\$63,165,990	
Restricted Cash	\$34,682,196	\$32,773,449	\$33,284,733	\$33,284,733			
Cash Available for Use	\$37,037,399	\$31,117,495	\$29,985,831	\$29,985,831			
Minimum 3 month operating liquidity				(\$10,089,092)			



5.0 Interim Changes in Equity

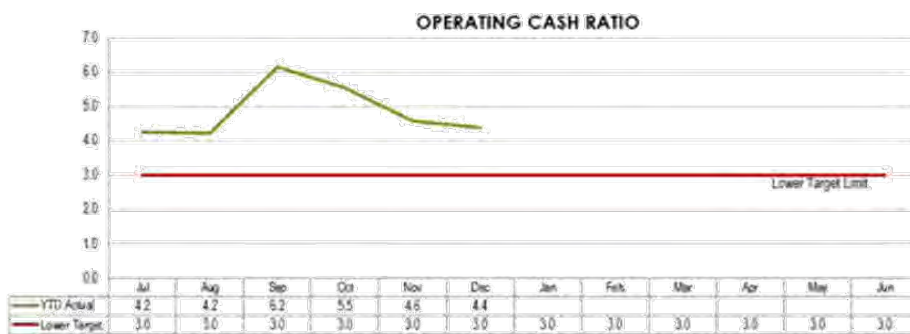
	Oct-23 \$	Nov-23 \$	Dec-23 \$	YTD \$
Asset Revaluation Surplus				
Opening Balance	639,582,956	639,582,956	639,582,956	639,582,956
Incl/(dec) in asset revaluation surplus	-	-	-	-
Closing Balance	639,582,956	639,582,956	639,582,956	639,582,956
Retained Surplus				
Opening Balance	458,778,861	453,074,859	446,869,393	442,150,936
Restricted Cash Released	-	-	-	-
Net Result	5,704,002	6,205,466	4,255,895	162,582
Closing Balance	453,074,859	446,869,393	442,613,498	442,613,498
Total Community Equity	1,092,657,815	1,086,452,350	1,082,196,455	1,082,196,455

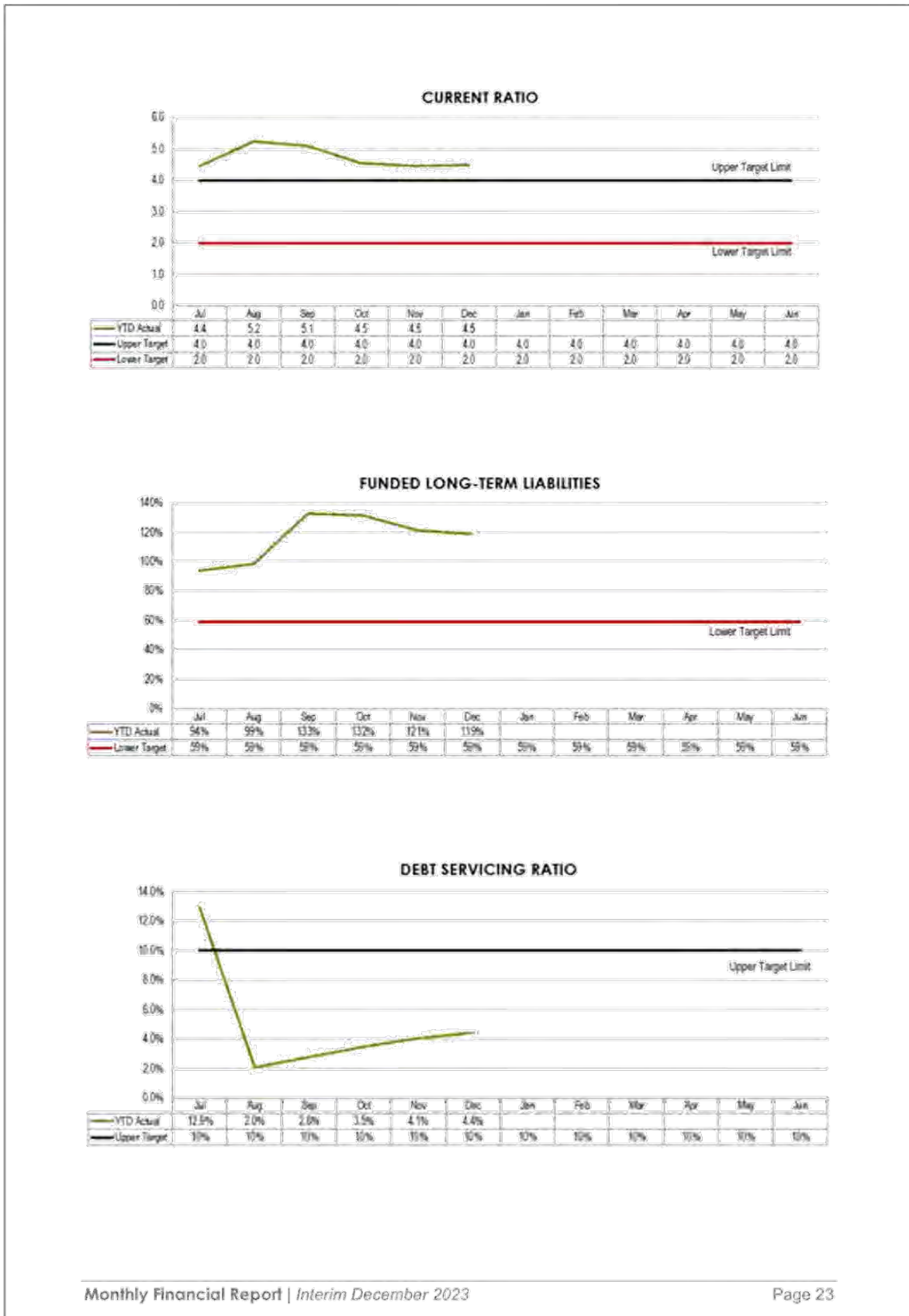
6.0 Financial Ratios

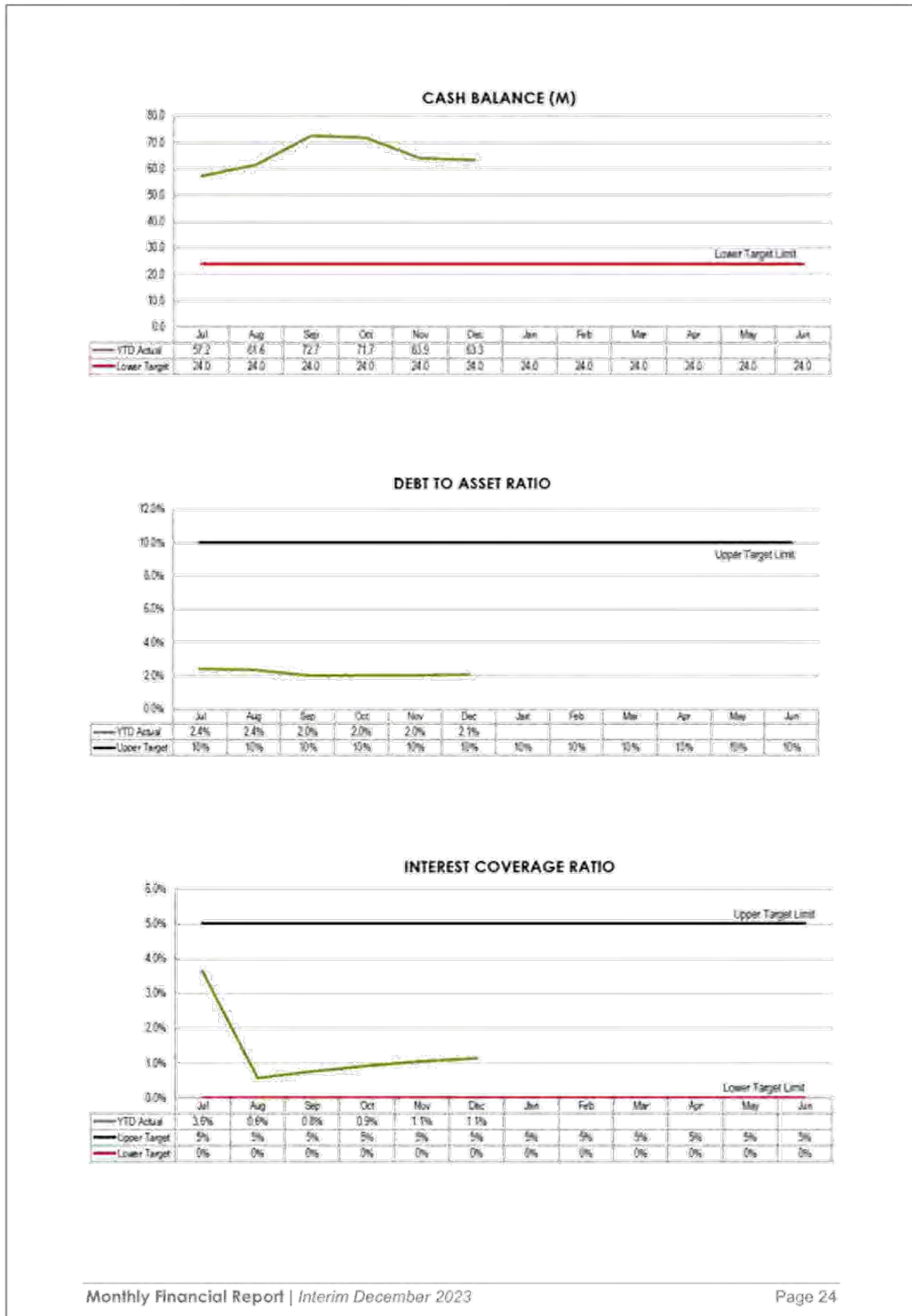
Key Performance Indicators - Monthly Reporting					
Ratio	Description	Formula	COG's Target	Status	Item ID
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	6.27
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	6.38
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	6.47
Funded Long-Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Long Term Liabilities}}$	Target greater than or equal to 50%	✓	118.74%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Lease Expenditure}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	6.40%
Cash Balance -£M	Total Cash held Council held	Cash Held at Period End	Target greater than or equal to £24M	✓	£23.27
Debt to Asset Ratio	To what extent our debt will be covered by liquid assets	$\frac{\text{Current and Rev - Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	2.05%
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%	✓	1.14%

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

The Current Ratio (Working Capital Ratio) is sitting at 4.47 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>98,479,675</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	\$ 17,760,256	\$ 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 \$63.91m held in bank accounts on 31 December 2023. Out of this balance, 81.6% was held with QTC with an end of month interest rate of 5.03%, 18.2% was with Commonwealth Bank with an interest rate of 4.85% and the remaining 0.1% 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%	5.03%
CBA General Account (new)	A1+	4.60%	4.85%
CBA General Account	A1+	4.60%	4.85%

Investment Portfolio Report

as at 31/12/2023

	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	5.03%	0.00%	4.85%	
Deposits	14,000,000	315,086	101,599,116	115,914,202
Redemptions	- 11,000,000	- 604,926	- 106,117,123	- 117,722,049
Balance	50,968,495	85,467	11,399,148	62,453,111
Interest Income	1,236,988	-	253,231	1,490,220
Admin Charge	- 32,653	- 80	-	- 32,733
Net Interest Income	1,204,336	- 80	253,231	1,457,487
Ending Investment Balance as at 31/12/2023	52,172,831	85,387	11,652,379	63,910,597
% to Portfolio	81.63%	0.13%	18.23%	
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 \$3.3m over the life of the W4Q4 funding with \$1.08m of this on eligible projects for this financial year.

10.0 Rates Update

During December 2023 the Rates Department have processed:

- 91 rates searches
- 87 rates requests
- 104 transfers of properties
- 24 amalgamations and splits

Water meter reads in the region have been completed with staff now doing analysis on the results to identify any anomalies or potential high water meter reads.



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	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	-	1,130.76	1,130.76
Sub Activity Subtotal			20,000.00	-	-	-	-	20,000.00	20,000.00	-	-	-	20,000.00	-	1,130.76	1,130.76
Depot - Kingaroy																
006747	Kingaroy Depot Car Parking	COUNCIL	-	128,409.37	-	-	-	128,409.37	-	128,409.37	-	-	128,409.37	-	1,312.50	1,312.50
006885	Kingsroy Depot - Solar Power	COUNCIL	200,000.00	-	-	-	-	200,000.00	200,000.00	-	-	-	200,000.00	-	14,009.52	14,009.52
007005	Kingaroy Depot Fuel Bowser Pumps	COUNCIL	50,000.00	-	-	-	-	50,000.00	-	-	50,000.00	-	50,000.00	31,667.64	-	31,667.64
Sub Activity Subtotal			250,000.00	128,409.37	-	-	-	378,409.37	200,000.00	128,409.37	50,000.00	-	378,409.37	31,667.64	15,322.02	46,989.66
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	-	7,898.42	7,898.42
Sub Activity Subtotal			50,000.00	24,915.00	-	-	-	74,915.00	50,000.00	-	-	-	74,915.00	-	7,898.42	7,898.42
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	63,883.84	-	63,883.84
Sub Activity Subtotal			24,412.00	-	-	73,237.00	-	97,649.00	97,649.00	-	-	-	97,649.00	63,883.84	-	63,883.84
Hall - Nanango Cultu																
006887	Nanango Cultural Centre - Replace Chairs	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	1,699.64	1,699.64
Sub Activity Subtotal			30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	-	30,000.00	-	1,699.64	1,699.64
Hall - Mundure																
006838	Mundure Hall-ReRoof & Structural Upgrad	CONTRIB	-	118,778.00	-	100,000.00	-	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99	137,126.99
Sub Activity Subtotal			-	118,778.00	-	100,000.00	-	218,778.00	-	-	218,778.00	-	218,778.00	-	137,126.99	137,126.99
Hall - Blackbutt Mem																
006888	DILGGSP - 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- ReRc	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	-	41,677.31	41,677.31
006891	Nanango-Brightheaven Units-Reno 2 Bathr	COUNCIL	40,000.00	-	-	-	-	40,000.00	40,000.00	-	-	-	40,000.00	-	5,678.16	5,678.16
Sub Activity Subtotal			140,000.00	-	-	-	-	140,000.00	190,000.00	-	50,000.00	-	140,000.00	-	47,355.47	47,355.47
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
Museum - Nanango Ene																
006846	SB Energy Centre- Compressor replacem	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	2,466.50	2,466.50
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	-	2,466.50	2,466.50
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	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	9,450.00	9,450.00
006991	Kingaroy S/Pool - Replace L2Swim Heat P	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	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	250,165.47
006896	Wondal S/Pool - Install Paramobility Pod	COUNCIL	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	-	100,000.00	-	-	-
006992	LRCI 4 B - Wondal 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
Sp/ground-Murgon																
006893	LRCI - Murgon PCYC - Bathroom Renovat	LRCI_4_A	-	-	-	650,000.00	-	650,000.00	650,000.00	-	-	-	650,000.00	508,909.09	-	508,909.09

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	2023/2024 Estimated Expenditure	First Budget Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
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	-	-	-	-	80,000.00	80,000.00	-	-	80,000.00	-	-	-
General															
006827	Purchase of 3 new Christmas Trees	COUNCIL	-	88,368.40	-	-	-	88,368.40	-	31,315.73	57,052.67	88,368.40	-	96,497.97	96,497.97
Sub Activity Subtotal			-	88,368.40	-	-	-	88,368.40	-	31,315.73	57,052.67	88,368.40	-	96,497.97	96,497.97
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	743,481.57	571,213.24	1,314,694.81
Office															
Admin Office - Kings															
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	-	152,028.10	152,028.10
000382	Photocopiers & Printers	COUNCIL	32,000.00	-	-	-	-	32,000.00	32,000.00	-	-	32,000.00	26,950.00	4,500.00	31,450.00
006052	Microwave Radio & Hardware	COUNCIL	35,000.00	-	-	-	-	35,000.00	35,000.00	-	-	35,000.00	-	14,713.59	14,713.59
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	26,950.00	311,230.69	338,180.69
Activity Total			372,000.00	32,467.28	-	-	-	404,467.28	372,000.00	32,467.28	-	404,467.28	26,950.00	330,492.44	357,442.44
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	921,065.61	478,372.88	1,399,438.49
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	2,626,274.24	-	-	-	2,626,274.24	-	2,626,274.24	-	2,626,274.24	1,457,542.03	1,268,421.96	2,725,963.99
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	4,034,286.47	-	8,599,786.47	3,176,741.01	1,765,652.24	4,942,393.25
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	3,176,741.01	1,765,652.24	4,942,393.25
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	3,176,741.01	1,765,652.24	4,942,393.25
Community & Lifestyle															
Aerodrome - Kingaroy															
006583	RAP-Kingaroy Aerodrome Lighting Upgrac	RAP	-	15,000.00	-	-	-	15,000.00	-	15,000.00	-	15,000.00	-	412.90	412.90
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 Repl	COUNCIL	43,870.00	-	-	-	-	43,870.00	-	-	43,870.00	43,870.00	3,746.82	26,119.39	29,866.21
007027	Kingaroy Aerodrome - Fuel Bowser Replac	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	28,050.41	28,050.41
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	3,746.82	56,437.15	60,183.97
Aerodrome - Wondai															
006771	CP - Wondai Aerodrome - Reseal Carpark	COUNCIL	31,130.00	-	-	-	-	31,130.00	45,000.00	-	13,870.00	31,130.00	-	29,388.24	29,388.24
Sub Activity Subtotal			31,130.00	-	-	-	-	31,130.00	45,000.00	-	13,870.00	31,130.00	-	29,388.24	29,388.24
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 Wor	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 - Preston															
006775	CP - Preston 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 Pinths	COUNCIL	-	12,257.28	-	-	-	12,257.28	-	12,257.28	-	12,257.28	772.73	14,529.18	15,301.91
Sub Activity Subtotal			-	12,257.28	-	-	-	12,257.28	-	12,257.28	-	12,257.28	772.73	14,529.18	15,301.91
Cemeteries - Kumbia															
007033	Kumbia Cemetery Pinths NEW	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	-	-
Saleyards - Coolabun															
006777	CP - Coolabunia Saleyards-Asset Upgrade	COUNCIL	180,000.00	54,252.28	-	-	-	234,252.28	180,000.00	54,252.28	-	234,252.28	26,726.26	57,642.78	84,369.04
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	26,726.26	57,642.78	84,369.04

Project Code	Project Description	Gram Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Loans	Total Budgeted Revenue	2023/2024 Adopted Budget	2023/2024 Reversals/Provis	First Current Budget Adjustments	Total Approved Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Tourism - Yallakool															
006804	Yallakool & Boondooma Dams Upgrade Pt	TED	-	71,160.00	-	23,720.00	-	94,880.00	-	94,880.00	-	94,880.00	-	94,726.48	94,726.48
006916	CP-BP Dam Washing machine & Dryers	COUNCIL	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	29,522.20	29,522.20
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	71,160.00	-	23,720.00	-	149,880.00	55,000.00	94,880.00	-	149,880.00	-	124,248.68	124,248.68
Tourism - Lake Boon															
006916	CP-Boondooma Dam Fuel Bowsers	COUNCIL	27,831.00	-	-	-	-	27,831.00	27,831.00	-	-	27,831.00	25,186.68	-	25,186.68
Sub Activity Subtotal			27,831.00	-	-	-	-	27,831.00	27,831.00	-	-	27,831.00	25,186.68	-	25,186.68
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	56,432.49	282,246.03	338,678.52
Plant & Equipment															
General															
006853	DisasterResilience-DedicatedStorageNorth	DRFA	-	-	-	-	-	-	-	-	-	-	-	6,663.36	6,663.36
006854	DisasterResilience-DedicatedStorageSoul	DRFA	-	-	-	-	-	-	-	-	-	-	-	6,563.36	6,563.36
006855	DisasterResilience-DedicatedStorageCent	DRFA	-	-	-	-	-	-	-	-	-	-	-	6,663.36	6,663.36
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	-	4,733.24	19,390.68	24,123.92
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	4,733.24	39,280.76	44,014.00
Activity Total			-	-	-	-	-	-	-	-	-	-	4,733.24	39,280.76	44,014.00
Parks															
Parks & Gardens															
006529	CP - Regional Parks Redevelopment	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	225.00	225.00
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	225.00	225.00
Sp/ground-Maidenwell															
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 - COVID Round															
005974	W4QCOVID-Wondai-Coronation Park	-	-	-	-	-	-	-	-	-	-	-	-	896.63	896.63
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	896.63	896.63
W4Q - Round 4															
006531	W4Q4-Benarkin Park Renewal	W4Q4	-	-	20,000.00	-	20,000.00	-	20,000.00	-	-	20,000.00	-	4,249.42	4,249.42
006532	W4Q4-Murgon QE11 Park-Stage 1	W4Q4	-	-	21,596.36	-	21,596.36	-	21,596.36	-	-	21,596.36	-	14,391.11	14,391.11
006752	W4Q4-Kingaroy Lions Park Playground	W4Q4	-	-	95,000.00	-	95,000.00	95,000.00	-	-	-	95,000.00	-	121,086.09	121,086.09
006756	W4Q4-Lions Park Kingaroy Amenities	W4Q4	-	-	269,815.00	-	269,815.00	269,815.00	-	-	-	269,815.00	722.73	224,327.72	225,050.45
006759	W4Q4-Wondai 24hr Camping Grounds	W4Q4	-	-	150,000.00	-	150,000.00	150,000.00	-	-	-	150,000.00	22,308.51	169,977.27	192,285.78
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	1,114.40	49,133.96	50,248.36
006925	W4Q4-Kumbia Park Redevelopment	W4Q4	-	-	115,000.00	-	115,000.00	115,000.00	-	-	-	115,000.00	766.50	8,147.73	8,914.23
006926	W4Q4-Kingaroy Memorial Park	W4Q4	-	-	313,610.40	-	313,610.40	321,450.00	-	7,839.60	-	313,610.40	-	312,543.62	312,543.62
Sub Activity Subtotal			-	-	1,038,693.20	-	1,038,693.20	951,265.00	105,267.80	-	17,839.60	1,038,693.20	24,912.14	904,002.18	928,914.32
Parks - Kingaroy															
006018	CP K'Roy Apex Park-Carpark, Path & Pain	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,808.00	1,808.00
006849	DRFA-Memorial Park Footbridge	DRFA	-	-	231,030.00	-	231,030.00	231,030.00	-	-	-	231,030.00	-	-	-
006875	MIP-Memorial Park Multi Court & Nirja	MIP	200,000.00	-	250,000.00	-	450,000.00	450,000.00	-	-	-	450,000.00	71,306.00	-	71,306.00
006929	Kingaroy Carew Park Shelter and Trees	COUNCIL	40,000.00	-	-	-	40,000.00	40,000.00	-	-	-	40,000.00	2,899.74	29,091.23	31,990.97
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	1,504.41	69,739.66	71,244.07
006999	Kingaroy Memorial Park Master/Concept F	COUNCIL	-	30,239.00	-	-	30,239.00	-	-	-	30,239.00	30,239.00	-	27,990.00	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	75,710.15	128,628.89	204,339.04
Parks - Nanango															
006921	Nanango Pioneer Park walking tracks	COUNCIL	6,000.00	-	-	-	6,000.00	6,000.00	-	-	-	6,000.00	-	4,875.00	4,875.00
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 sli	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	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	-	7,493.18	7,493.18
Parks - Blackbutt															
006919	Blackbutt Les Muller Park	COUNCIL	50,000.00	-	-	-	50,000.00	50,000.00	-	-	-	50,000.00	-	49,463.80	49,463.80
006931	Benarkin First Settlers Park Playground	COUNCIL	150,000.00	-	-	-	150,000.00	150,000.00	-	-	-	150,000.00	11,948.64	132,706.31	144,654.95
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	-	-	228,500.00	200,000.00	-	-	28,500.00	228,500.00	11,948.64	182,170.11	194,118.75
Parks - Murgon															
006753	Murgon QEII Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,288.00	5,285.82	6,573.82
006927	Murgon Skate Park Half Basketball court	COUNCIL	32,000.00	-	-	-	32,000.00	32,000.00	-	-	-	32,000.00	-	-	-

Project Code	Project Description	Grant Funding Body	Unrestricted Cash	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Loans	Total Budgeted Revenue	and Other Adopted Budget	2023/24 Budgeted Projects	First Quarter Budget Adjustments	Total Approved Budget	Commenced	2023/24 Actual Expenditure	2023/24 Actual Expenditure	2023/24 Actual Expenditure
006928	Murgon QE11 Park Stage 2 Redevelopment	COUNCIL	450,000.00	-	-	-	-	450,000.00	450,000.00	-	-	450,000.00	25,949.47	267,476.61	293,426.08	
Sub Activity Subtotal			482,000.00	-	-	-	-	482,000.00	482,000.00	-	-	482,000.00	27,237.47	272,762.43	299,999.90	
Parks - Wondai																
006935	DRFA Dingo Creek Carpark	DRFA	-	-	-	180,260.00	-	180,260.00	180,260.00	-	-	180,260.00	2,641.35	167,452.76	170,094.11	
006996	Wondai Dingo Creek Park playground light	COUNCIL	-	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	2,641.35	167,452.76	170,094.11	
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																
006932	Blackbutt to Linville Rail Trail	QRA	-	-	-	100,000.00	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-	
006936	DRFA 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	675,810.00	8,040.45	683,850.45	
007026	DTIS - King-Mur Rail Trail Pavement/Cross	DTIS	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sub Activity Subtotal			-	-	-	1,517,779.00	-	1,517,779.00	1,517,779.00	-	-	1,517,779.00	675,810.00	8,040.45	683,850.45	
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	818,259.75	1,695,046.40	2,513,308.15	
Roads																
W4Q - Round 4																
006975	W4Q4 Wondai CBD Scott Street	W4Q4	-	-	-	700,000.00	-	700,000.00	700,000.00	-	-	700,000.00	37,237.67	93,379.67	130,617.34	
Sub Activity Subtotal			-	-	-	700,000.00	-	700,000.00	700,000.00	-	-	700,000.00	37,237.67	93,379.67	130,617.34	
Bridges																
006538	Murgon-CherbourgRd-SawpitCkBridge-Gl	COUNCIL	-	104,736.00	-	-	-	104,736.00	104,736.00	-	-	104,736.00	-	8,839.00	8,839.00	
006540	Cushman-HomecreekLoopRd-TimberBndge	BRP	-	190,000.00	-	583,680.00	-	773,680.00	773,680.00	-	-	773,680.00	4,900.00	40,509.01	45,409.01	
Sub Activity Subtotal			-	294,736.00	-	583,680.00	-	878,416.00	878,416.00	-	-	878,416.00	4,900.00	49,348.01	54,248.01	
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	-	-	-	-	-	-	-	-	-	-	-	1,627.59	1,627.59	
006212	KTP-Alford St (GlendonSt-KingaroySt) Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	6,584.41	30,734.52	37,318.93	
006213	KTP-Kingaroy St (AlfordSt-HalySt) Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	653.00	7,970.36	8,623.36	
006214	KTP-Haly St (GlendonSt-GlendonSt) Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	653.00	6,869.40	7,522.40	
006215	KTP-Haly St (GlendonSt-YoungmanSt) Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	653.00	7,794.39	8,447.39	
006216	KTP-Glendon St (AlfordSt-HalySt) Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	33,186.36	53,360.44	86,546.80	
Sub Activity Subtotal			-	149,864.75	-	69,284.03	-	219,148.78	-	219,148.78	-	219,148.78	41,729.77	108,356.70	150,086.47	
Grav Resheet																
006934	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	7,525.00	43,122.48	50,647.48	
006908	Boole-Nystrom Rd-GR	COUNCIL	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	50,000.00	14,982.50	69,487.13	84,469.63	
006939	Wooroolin-Denmark Rd-SR	COUNCIL	65,000.00	-	-	-	-	65,000.00	91,835.00	-	26,839.00	65,000.00	-	34,998.52	34,998.52	
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	-	81,691.64	81,691.64	
006943	Memerambi-Couchmans Rd-SR	COUNCIL	270,000.00	-	-	-	-	270,000.00	166,475.00	-	103,525.00	270,000.00	-	282,880.93	282,880.93	
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	30,840.72	583,473.37	614,314.09	
Pavement Rehab																
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	-	-	-	-	-	-	-	50,718.99	39,546.81	90,265.80	
006188	Kingaroy/Wondai-BunyaHwyMedianUpgra	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	47,888.99	-	59,778.00	-	187,444.99	119,556.00	47,888.99	20,000.00	187,444.99	150,747.10	35,705.61	186,452.71	
006675	TIDS-Nanango CBD-Disabled Parking Bay	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 F	RTR	449,981.00	-	-	1,480,019.00	-	1,930,000.00	1,930,000.00	-	-	1,930,000.00	213,541.00	129,835.40	343,376.40	
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	LRCI_4_B	-	819,617.12	-	-	-	819,617.12	800,000.00	19,617.12	-	819,617.12	21,350.00	24,897.24	48,047.24	
Sub Activity Subtotal			1,529,759.00	886,554.28	-	1,539,797.00	-	3,956,110.28	3,849,556.00	86,554.28	20,000.00	3,956,110.28	436,357.09	245,389.04	681,746.13	
Footpaths & Cycleway																
006567	LRCI-Blackbutt CBD Footpath	LRCI_3	-	-	-	-	-	-	-	-	-	-	-	2,748.00	2,748.00	
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	7,640.31	92,495.01	100,135.32	
006945	TIDS-Wooroolin State School-Footpath	TIDS	25,000.00	-	-	25,000.00	-	50,000.00	50,000.00	-	-	50,000.00	1,395.20	6,832.15	8,227.35	
006948	STIP-St Marys-Kent St-Footpath	STIP	78,410.00	-	-	79,000.00	-	157,410.00	157,410.00	-	-	157,410.00	1,604.36	115,749.19	117,353.55	

Project Code	Project Description	Grant Funding Body	Unrestricted	Restricted Cash	Proceeds from Sale of Assets	Grant Funding	Other	Total Budgeted Revenue	2018/19 Approved Budget	2019/20 Approved Budget	Final Budgeted Expenditure	Total Approved Budget	Commissioned	2018/19 Actual Expenditure	2019/20 Actual Expenditure
006949	STIP-Murgon-State&HighSchools-Footpat	STIP	49,610.00	-	-	49,500.00	-	99,110.00	99,110.00	-	-	99,110.00	-	50,708.31	50,708.31
006950	STIP-MurgonStateHighSchool-Parking	STIP	235,554.00	-	-	236,500.00	-	472,054.00	472,054.00	-	-	472,054.00	6,487.90	226,118.58	232,606.48
006951	STIP-Kingaroy-StateHighSchool-Park&Pe	STIP	85,308.00	-	-	58,000.00	-	143,308.00	143,308.00	-	-	143,308.00	11,303.86	84,837.56	96,141.42
Sub Activity Subtotal			570,210.00	100,000.00	-	479,810.00	-	1,150,020.00	1,150,020.00	-	-	1,150,020.00	28,631.63	638,468.80	667,120.43
Pedestrian Crossing															
006946	STIP-Murgon State School-CrossingUpgra	STIP	-	-	-	116,000.00	-	116,000.00	116,000.00	-	-	116,000.00	22,497.36	32,548.57	55,045.93
Sub Activity Subtotal			-	-	-	116,000.00	-	116,000.00	116,000.00	-	-	116,000.00	22,497.36	32,548.57	55,045.93
Concrete Medians															
006947	STIP-KSS/KSHS Markwell St-BushInterch	STIP	108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	-	-	218,900.00	181,852.27	49,392.48	231,244.75
Sub Activity Subtotal			108,900.00	-	-	110,000.00	-	218,900.00	218,900.00	-	-	218,900.00	181,852.27	49,392.48	231,244.75
Bitumen Resealing															
005855	Bitumen Sealing Various Roads	COUNCIL	-	303,789.92	-	-	-	303,789.92	-	303,789.92	-	303,789.92	-	-	-
006686	RTR-Kingaroy-George St-Reseal	RTR	-	-	-	-	-	-	-	-	-	-	21,948.80	-	21,948.80
006704	RTR-Chelmsford-Flats Rd-Reseal	RTR	-	-	-	-	-	-	-	-	-	-	1,079.50	-	1,079.50
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	-	23,633.62	23,633.62
006719	LRCI-Kingaroy-Haly St-Reseal	LRCI_3	-	-	121,000.00	-	121,000.00	-	121,000.00	-	-	121,000.00	6,513.00	80,227.20	86,740.20
006721	LRCI-Kingaroy-River Rd-Reseal	LRCI_3	-	-	183,000.00	-	183,000.00	-	183,000.00	-	-	183,000.00	-	170,978.67	170,978.67
006722	LRCI-Runnymede-Runnymede Rd-Reseal	LRCI_3	-	-	169,000.00	-	169,000.00	-	169,000.00	-	-	169,000.00	-	135,284.10	135,284.10
006725	LRCI-Taromeo-Old Eak Rd-Reseal	LRCI_3	-	-	120,000.00	-	120,000.00	-	120,000.00	-	-	120,000.00	-	91,174.24	91,174.24
006727	LRCI-Tingora-Tingora Chelmsford Rd-R	LRCI_3	-	-	5,000.00	-	5,000.00	-	5,000.00	-	-	5,000.00	-	5,628.21	5,628.21
006953	Nanango-Bushells Rd-Reseal	COUNCIL	50,400.00	-	-	-	50,400.00	50,400.00	-	-	-	50,400.00	36,599.57	4,201.58	40,801.15
006954	Warrung-Friebergs Rd-Reseal	COUNCIL	105,840.00	-	-	-	105,840.00	105,840.00	-	-	-	105,840.00	53,036.69	5,382.00	58,418.69
006955	Booie-Gatto Rd-Reseal	COUNCIL	25,200.00	-	-	-	25,200.00	25,200.00	-	-	-	25,200.00	19,561.65	4,443.08	24,004.73
006956	Brooklands-Kumbia Rd-Reseal	COUNCIL	42,570.00	-	-	-	42,570.00	42,570.00	-	-	-	42,570.00	32,575.44	5,439.40	38,014.84
006957	Booie-MaCauley Dr-Reseal	COUNCIL	119,700.00	-	-	-	119,700.00	119,700.00	-	-	-	119,700.00	72,822.29	6,613.90	79,436.19
006958	Kingaroy-MacDiarmid St-Reseal	COUNCIL	32,832.00	-	-	-	32,832.00	32,832.00	-	-	-	32,832.00	21,086.35	7,126.25	28,212.60
006959	Mundure-McConnel Way-Reseal	COUNCIL	28,800.00	-	-	-	28,800.00	28,800.00	-	-	-	28,800.00	25,029.34	4,136.37	29,165.71
006960	Wattlecamp-Memembark-BarkersCreekRd-	COUNCIL	84,900.00	-	-	-	84,900.00	84,900.00	-	-	-	84,900.00	66,784.22	5,781.55	72,565.77
006961	TIDS-Silverleaf-MundureWheatlands-Resc	TIDS	300,745.00	-	39,735.00	-	340,480.00	340,480.00	-	-	-	340,480.00	139,357.08	7,756.48	147,113.56
006962	Byee-Silverleaf Rd-Reseal	COUNCIL	429,120.00	-	-	-	429,120.00	429,120.00	-	-	-	429,120.00	268,354.22	301,228.59	301,228.59
006963	TIDS-Haly Creek-Stuart Valley Dr-Reseal	TIDS	169,920.00	-	168,920.00	-	339,840.00	339,840.00	-	-	-	339,840.00	273,971.79	10,058.93	284,030.72
006964	Charlestown-Transmitter Rd-Reseal	COUNCIL	238,960.00	-	-	-	238,960.00	238,960.00	-	-	-	238,960.00	131,954.73	6,555.27	138,510.00
006965	Wooroolin-Wallers Rd-Reseal	COUNCIL	120,900.00	-	-	-	120,900.00	120,900.00	-	-	-	120,900.00	66,760.98	7,728.50	74,489.48
006966	Booie-Darcey St-Reseal	COUNCIL	80,280.00	-	-	-	80,280.00	80,280.00	-	-	-	80,280.00	39,442.16	4,610.71	44,052.87
006967	Booie-Britany Court-Reseal	COUNCIL	30,089.00	-	-	-	30,089.00	30,089.00	-	-	-	30,089.00	6,401.13	4,173.61	10,574.74
006968	Booie-Tidder Ct-Reseal	COUNCIL	30,089.00	-	-	-	30,089.00	30,089.00	-	-	-	30,089.00	8,564.66	8,564.66	12,293.72
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	1,290,764.10	630,593.21	1,921,357.31
General															
006556	Blackspot-GlendonMarkwellSt-SafetyUpg	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	2,712.50	8,173.13	8,885.63
006869	Advanced Design 23/24	COUNCIL	250,000.00	-	-	-	250,000.00	250,000.00	-	-	-	250,000.00	11,752.50	33,940.98	45,693.48
006979	Unallocated Renewal Funds	COUNCIL	18,500.00	-	-	-	18,500.00	178,500.00	-	160,000.00	-	18,500.00	-	-	-
007001	Blackspot-Appin St-Coirns St-Intersectio	BLKSPOT	-	-	-	-	-	-	-	-	-	-	14,487.10	3,863.73	18,350.83
007011	McCauley Weir Road Reopening and Sign	COUNCIL	90,000.00	-	-	-	90,000.00	-	90,000.00	-	90,000.00	90,000.00	64,888.18	36,735.13	101,223.31
007012	Minmore Road Sealing	COUNCIL	50,000.00	-	-	-	50,000.00	-	50,000.00	-	50,000.00	50,000.00	-	28,450.00	-
Sub Activity Subtotal			408,500.00	333,072.94	-	-	741,572.94	428,500.00	333,072.94	-	20,000.00	741,572.94	121,890.28	87,537.50	209,427.78
Urban Drainage															
006735	Kingaroy-Leopard Court-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	22.00	22.00
006741	Kingaroy-Moonya St-Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,771.62	1,771.62
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	-	87,218.65	87,218.65
Sub Activity Subtotal			121,500.00	-	-	-	121,500.00	121,500.00	-	-	-	121,500.00	-	89,960.01	89,960.01
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 Mundure Crossing Road	QRA	-	-	-	-	-	-	-	-	-	-	-	4,855.64	4,855.64
006843	EV04 Betterment Mercer Springate Road	QRA	-	-	-	-	-	-	-	-	-	-	17,102.75	13,571.25	30,674.00
006844	EV01 Betterment Dip Road	QRA	-	-	-	-	-	-	-	-	-	-	39,105.60	22,589.71	61,695.31
006984	EV03 Betterment Williams Road	QRA	-	-	-	-	-	-	-	-	-	-	11,718.00	19,212.06	30,930.06
006986	Couchmans Road Comp Pavement repair	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	18,763.34	18,763.34
006987	River Road Pavement repairs Comp work	COUNCIL	-	-	-	-	-	-	-	-	-	3,400.00	-	3,400.00	
007000	Ryan Reanon Rd Comp Works gravel rest	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	5,161.53	5,161.53
007002	Maidenwell Glenciffe Rd-Comp Grav Resl	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	75,760.32	75,760.32
007013	Freemans Lane Kingaroy Concrete Pavem	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	-
007016	EV01 Betterment Flagstone Creek Road	QRA	-	-	-	-	-	-	-	-	-	-	5,672.10	8,103.09	13,775.19
007018	East Nanango Road Comp Works seal wo	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	14,150.40	14,150.40
007034	O'Dea Road Comp drainage works	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,056.00	998.76	2,054.76

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Total Budgeted Capital	2023/2024 Adopted Budget	2022/2023 (Revised) Projects	Final Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
Sub Activity Subtotal			-	1,973,283.09	-	-	-	1,973,283.09	2,000,000.00	-	-	26,716.91	1,973,283.09	78,054.45	183,166.10	261,220.55
Activity Total			5,629,214.00	4,131,580.92	-	4,616,550.64	-	14,377,345.56	12,562,892.00	1,841,170.47	-	26,716.91	14,377,345.56	2,274,755.34	2,791,633.46	5,066,388.80
Water Services																
W4Q - Round 4																
006906	W4Q4-Kingaroy Water Security MtWooroc	W4Q4	-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	-	-	1,750,000.00	15,183.30	3,771.70	18,955.00	
Sub Activity Subtotal			-	250,000.00	-	1,500,000.00	-	1,750,000.00	1,750,000.00	-	-	1,750,000.00	15,183.30	3,771.70	18,955.00	
Water - General Oper																
006503	S1 & S2 - PC, SCADA & Telemetry WATER	COUNCIL	-	183,332.00	-	-	-	183,332.00	183,332.00	-	-	183,332.00	96,270.00	56,525.00	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	100,082.00	56,525.00	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 & Pt	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																
005547	Gordonbrook WTP - Post Con Contract W	COUNCIL	-	-	-	-	-	-	-	-	-	-	142,007.23	298,163.36	440,170.59	
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	117,033.66	223,814.51	340,848.17	
005517	Water Meter Replacement Program - 21/2	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	3,989.68	3,989.68	
006566	Gordonbrook Dam Emergency Repairs 20	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	-	
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	88,196.20	-	-	-	88,196.20	-	88,196.20	-	88,196.20	36,491.39	31,387.53	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	7,182.29	5,860.00	13,042.29	
006882	WMR Markwell St Kingaroy	COUNCIL	98,000.00	-	-	-	-	98,000.00	98,000.00	-	-	98,000.00	337.50	25,252.32	25,589.82	
006900	WMR Alford St Kingaroy (William-Bumett)	COUNCIL	133,000.00	-	-	-	-	133,000.00	133,000.00	-	-	133,000.00	3,836.22	17,382.60	21,218.82	
006901	WMR Glendon St Kingaroy(Alford-Mariw	COUNCIL	78,400.00	-	-	-	-	78,400.00	78,400.00	-	-	78,400.00	337.50	46,594.76	46,932.26	
006902	Driveln W/Main Burya Hwy Joint Replacer	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	-	18,237.99	18,237.99	
Sub Activity Subtotal			438,400.00	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	307,225.79	670,682.73	977,908.52	
Water - Nanango																
006657	WMR Dalby St Nanango (Glips-ChesterS	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	2,502.93	2,502.93	
006785	Nanango WTP & Boreas A, B, C , etc	COUNCIL	-	378,711.33	-	-	-	378,711.33	340,000.00	38,711.33	-	378,711.33	-	2,502.93	-	
Sub Activity Subtotal			-	378,711.33	-	-	-	378,711.33	340,000.00	38,711.33	-	378,711.33	-	2,502.93	2,502.93	
Water - Proston																
006658	WMR Blake St, Proston (Drake-RodneySt)	COUNCIL	-	99,369.22	-	-	-	99,369.22	-	99,369.22	-	99,369.22	15,434.55	86,283.23	101,717.78	
Sub Activity Subtotal			-	99,369.22	-	-	-	99,369.22	-	99,369.22	-	99,369.22	15,434.55	86,283.23	101,717.78	
Water - Wondai																
006659	WMR Mackenzie St, Wondai (Osborne-En	COUNCIL	-	208,574.00	-	-	-	208,574.00	208,574.00	-	-	208,574.00	30.00	84,288.97	84,318.97	
006660	WMR Mackenzie St, Wondai (Osborne-Sc	COUNCIL	-	138,116.00	-	-	-	138,116.00	138,116.00	-	-	138,116.00	-	105,047.30	105,047.30	
006661	WMR Cadell St, Wondai (Scott - Kent St)	COUNCIL	-	234,392.67	-	-	-	234,392.67	-	234,392.67	-	234,392.67	-	103,033.18	103,033.18	
006661	Media Replacement Wondai	COUNCIL	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	140,000.00	-	12,637.00	12,637.00	
Sub Activity Subtotal			140,000.00	581,082.67	-	-	-	721,082.67	486,690.00	234,392.67	-	721,082.67	30.00	305,006.45	305,036.45	
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	437,955.64	1,124,772.04	1,562,727.68	
Wastewater Services																
Wastewater - General																
006641	S2- PC, SCADA & Telemetry WASTEWAT	COUNCIL	-	166,747.00	-	-	-	166,747.00	166,747.00	-	-	166,747.00	35,940.00	95,350.00	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	110,160.89	39,690.82	149,851.71	
Sub Activity Subtotal			1,775,000.00	166,747.00	-	-	-	1,941,747.00	1,941,747.00	-	-	1,941,747.00	150,820.89	135,040.82	285,861.71	
Wastewater - Kingaro																
006905	Kingaroy SPS2 Tessmanns Rd Switchboa	COUNCIL	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	3,577.07	942.92	4,519.99	
Sub Activity Subtotal			175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	3,577.07	942.92	4,519.99	
Wastewater - Nanango																
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	-	210,000.00	-	-	-	210,000.00	210,000.00	-	-	210,000.00	3,577.09	942.92	4,520.01	
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	-	140,000.00	-	-	-	140,000.00	140,000.00	-	-	140,000.00	3,577.08	942.92	4,520.00	
Sub Activity Subtotal			-	350,000.00	-	-	-	350,000.00	350,000.00	-	-	350,000.00	7,154.17	1,885.84	9,040.01	
CED - 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	3,577.07	942.93	4,520.00	
Sub Activity Subtotal			-	210,000.00	-	-	-	210,000.00	210,000.00	-	-	210,000.00	3,577.07	17,324.90	20,901.97	

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	2022/2023 Continued Projects	First Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditures	2023/2024 Actual Expenditure & Commitments
Activity Total			1,950,000.00	726,747.00	-	-	-	2,676,747.00	2,676,747.00	-	-	2,676,747.00	165,129.20	155,194.48	320,323.68
Waste															
Waste Management - R															
006607	New Maidenwell Transfer Station	COUNCIL	-	634,601.07	-	-	-	634,601.07	250,000.00	54,601.07	330,000.00	634,601.07	16,421.99	75,776.59	92,192.58
006780	Nanango Weighbridge & Transfer Station	LGGSP	-	242,720.00	-	364,080.00	-	606,800.00	303,780.00	303,020.00	-	606,800.00	1,635.85	25,115.18	26,751.03
006845	Purchase of new SBRC Skip Bins	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	28,350.00	28,350.00
006989	Wondai Weighbridge	DRFA	-	221,384.25	-	368,973.75	-	590,358.00	-	-	590,358.00	590,358.00	-	10,653.08	10,653.08
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	100,000.00	-	-	-	100,000.00	-	-	100,000.00	100,000.00	-	54,560.00	54,560.00
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	18,057.84	194,448.85	212,506.69
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	18,057.84	194,448.85	212,506.69
Grand Total			14,374,465.00	15,700,016.03	415,000.00	11,583,291.05	800,000.00	42,872,772.08	33,353,819.00	7,703,040.40	1,815,912.68	42,872,772.08	7,722,486.08	8,949,981.94	16,672,478.02

10.4 QUOTE SBRCQ 2023/24-14 - REPLACE WHEEL LOADER 1507**File Number:** 24/01/2024**Author:** Coordinator Plant & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

Purchase of Wheel Loader to replace Plant 1507 - SBRCQ 2023/24-14.

SUMMARY

Quote SBRCQ 2023/24-14 is to purchase a Wheel Loader to replace Plant 1507.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council purchase from RDO Equipment, one (1) John Deere 624K-II for \$427,000 excluding GST.

BACKGROUND

Quote SBRCQ 2023/24-14 is to purchase a new wheel loader to replace a John Deere 624K-II (Plant No. 1507).

Council engaged Local Buy to prepare tender documentation and obtain written quotes.

Trade in offers were not requested from suppliers due to lengthy estimated delivery times as the loader will have a significant increase in hours when it is disposed. Loader 1507 will be sent to auction.

Local dealer Cheshire Machinery in Murgon did submit a tender to supply a New Holland Loader.

Written quotes were received from CJD Equipment, Clark Equipment, Construction Equipment, Earthmoving Equipment Australia, Hitachi, Komatsu Australia, New Holland and RDO Equipment.

Council has five (5) loaders in total. However, the remaining four (4) loaders are required in their current role and were identified as essential in the fleet review. Loader 1507 was approved in 2023/224 Fleet Replacement Programme. Any internal shifting of currently owned loaders to replace loader 1507 would still require replacement, therefore is not a viable option.

After evaluating all loaders offered for consideration, it was decided to further assess the three (3) highest scored loaders. New Holland W170D from New Holland, Volvo L70H2 from CJD Equipment and John Deere 624K-II from RDO Equipment. Council does have two (2) John Deere 624k-II loaders, one (1) John Deere 544K-II and One (1) New Holland W130D Loaders

The assessment team agree that the **John Deere 624K-II is recommended for purchase** as it has the highest specification scores, warranty score and total evaluation score of 4.69, meets all requested specifications and is the best value to Council. The operators prefer the John Deere 624K-II as it has the highest max dump height which allows them to load trucks with taller sides, comfortable cabin with plenty of vision, large fuel capacity when attending emergency call outs from job sites and a heavier operating weight that provides machine stability.

The following quotes were received:

All prices exclude GST

SBRCQ 2023/24-14

Rank	Tenderer	Make/Model	Price
1.	RDO Equipment	John Deere 624K-II	\$427,000.00
2.	CJD Equipment	Volvo L70H2	\$439,800.00
3.	New Holland (Cheshire Machinery)	New Holland W170D	\$392,000.00
4.	Clark Equipment	Develon DL250-7M	\$365,614.00
5.	Hitachi	Hitachi ZW180-7	\$528,347.63
6.	Construction Equipment	JCB 436ZX	\$389,508.93
7.	Earthmoving Equipment	Case 721G XT	\$465,000.00
8.	Komatsu	Komatsu WA320-8	\$515,570.00

ATTACHMENTS

- 1. SBRCQ 2023/24-14 Report Replace Wheel Loader 1507**



Post Market Recommendation Report \$200K+

Project Title: Replacement of Wheel Loader 1507

Contract Reference No: SBRCQ 2023/24-14

Author: Brandon Orchard

Position Title: Plant and Fleet Coordinator

Date: 02/01/2024

Assessment Team

Mark Bond – Wheel Loader Operator

Phil Dugdell – Supervisor Works

Brandon Orchard - Plant & Fleet Coordinator

Jorja Webber – Trainee Plant and Fleet

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Executive Summary

Quote SBRCQ 2023/24-14 is to purchase a new wheel loader to replace a John Deere 624K-II (Plant No. 1507)

Council engaged Local Buy to prepare tender documentation and obtain written quotes.

Trade in offers were not requested from suppliers due to lengthy estimated delivery times as the loader will have a significant increase in hours when it is disposed. Loader 1507 will be sent to auction.

Local dealer Cheshire Machinery in Murgon did submit a tender to supply a New Holland Loader.

Timeline

Release Date: 04/10/2023

Closed Date: 11/10/2023

Offers were received from the following suppliers:	
1.	CJD Equipment – Volvo L70H2
2.	Clark Equipment – Develon DL250-7M
3.	Construction equipment – JCB 436ZX
4.	Earthmoving Equipment Australia – Case 721G XT
5.	Hitachi – Hitachi ZW180-7
6.	Komatsu Australia – Komatsu WA320-8
7.	New Holland (Cheshire Machinery Local Dealer) – New Holland W170D
8.	RDO Equipment – John Deere 624K-II

Exceptions

Was an Exception applied to this Procurement process?
(Failure to meet Council Policy)

YES
*Procurement Exception Form
MUST accompany this Report*

NO

Evaluation Methodology

How have the Sound Contracting Principles been satisfied?	Justification/Explanation
Whole of Life Value for Money	50%
Specification Suitability	30%
Warranty	20%

Evaluation Results

Rank	Result: (% or Score)	Tenderer	Make/Model	Price
1.	4.69	RDO Equipment	John Deere 624K-II	\$427,000.00
2.	4.32	CJD Equipment	Volvo L70H2	\$439,800.00
3.	4.13	New Holland (Cheshire Machinery)	New Holland W170D	\$392,000.00
4.	4.13	Clark Equipment	Develon DL250-7M	\$365,614.00
5.	4.01	Hitachi	Hitachi ZW180-7	\$528,347.63
6.	3.72	Construction Equipment	JCB 436ZX	\$389,508.93
7.	3.68	Earthmoving Equipment	Case 721G XT	\$465,000.00
8.	3.50	Komatsu	Komatsu WA320-8	\$515,570.00

Evaluation Criteria: Ratings - 1. Poor; 2. Acceptable; 3. Good; 4. Very Good; 5. Excellent.

Procurement Plan

Wheel Loader 1507 Recommended to Replace

Loader 1507 is in a construction and heavy maintenance crew in the Kingaroy area. Information relating to the existing loader is as follows:

Financial Year	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Expenses	\$26,550.90	\$33,261.27	\$40,487.43	\$22,377.12	\$43,370.97	\$31,337.78

Financial Details

- Expenses over the life of the loader \$309,661.43
- Purchased December 2012 for \$296,700.00
- Replacement Value \$415,000.00
- Residual Value \$20,000.00
- Accumulated Depreciation \$276,700.00
- Written Down Value \$20,000

Utilisation and Age Details

- Utilisation of Loader over its life is 114% when comparing to average utilisation of 800 hours annually according to the Institute of Public Works Engineering Australasia (IPWEA) industry benchmark.
- 11 years old, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 8 Years.
- 10, 043 Hours, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 8,000 Hours
- Year Model 2012.

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Other Options Than Replacement

Council has five (5) loaders in total. However, the remaining four (4) loaders are required in their current role and were identified as essential in the fleet review. Loader 1507 was approved in 2023/224 Fleet Replacement Programme. Any internal shifting of currently owned loaders to replace loader 1507 would still require replacement, therefore is not a viable option.

Replacement Machine Requirements

The replacement for Loader 1507 was requested to have the following specifications.

- Approx. 170hp
- Loader scales
- Rippers fitted with three (3) swivel tynes
- 4 in 1 bucket
- Forward / reverse selector mounted on steering column
- Reversible radiator fan to easily clean out dust and dirt particles from the radiators and coolers resulting in less manual radiator cleans reducing maintenance and service times, while increasing operating times.
- Council standard options including, Council radio, fire extinguisher, UHF radio, reverse sensors, camera and alarm, battery isolator, toolbox, tinted windows, heavy duty floor mats and seat covers

Whole of Life Value for Money

The whole of life value for money was calculated based on:

- Purchase price;
- Residual value at 8 years/8,000 Hours;
- Servicing Costs;
- Ad Blue costs if applicable;
- Fuel consumption rates; and
- 5% return on capital investment.

The annual whole of life value for money for each loader was then compared to the lowest annual cost and a score out of 5 was calculated.

Vehicle Type and Supplier	Whole of Life Value for Money
	50%
CJD Equipment – Volvo L70H2	4.99
Clark Equipment – Develon DL250-7M	5.00
Construction equipment – JCB 436ZX	4.72
Earthmoving Equipment Australia – Case 721G XT	3.95
Hitachi – Hitachi ZW180-7	3.99
Komatsu Australia – Komatsu WA320-8	2.98
New Holland (Cheshire Machinery Local Dealer) – New Holland W170D	4.90
RDO Equipment – John Deere 624K-II	4.74

Evaluation Criteria: Ratings = 1. Poor; 2. Acceptable; 3. Good; 4. Very Good; 5. Excellent.

	Dealer 1 *Voio L70H2 - CJD Equipment	Dealer 2 *Devlon DL250-7M - Clark equipment	Dealer 3 *JCB 4362X- Construction equipment	Dealer 4 *Case 721G XT - Earthmoving equipment
Purchase Price	\$ 439,800.00	\$ 365,814.00	\$ 389,508.93	\$ 465,000.00
Capital Cost of Purchase	\$ 193,512.00	\$ 160,870.16	\$ 171,383.93	\$ 204,600.00
Expected Life of Vehicle (Years)	8.0	8.0	8.0	8.0
Estimated Hours at Trade	8,000	8,000	8,000	8,000
Residual % (Wholesale)	38.20%	31.45%	38.00%	25.76%
Residual % (Retail)				
Residual Value	\$ 168,003.60	\$ 114,985.60	\$ 148,013.39	\$ 119,784.00
Cost Over Life of Vehicle Bundle	\$ 271,796.40	\$ 250,628.40	\$ 241,495.54	\$ 345,216.00
Fuel Usage (L/Hr)	7.10	11.3	14.5	9.82
Total Fuel Cost	\$ 104,512.00	\$ 166,336.00	\$ 213,440.00	\$ 144,550.40
Service Costs for life of machine	\$ 52,501.28	\$ 43,225.28	\$ 28,959.11	\$ 52,501.28
Ad Blue Costs for life of machine				\$ 4,713.60
Trade Value Compared to Highest Offer				
Actual Trade Value Offered				
Total Cost of Vehicle Bundle	\$ 622,321.68	\$ 621,059.84	\$ 655,278.58	\$ 751,581.28
Total Cost of Vehicle Bundle per Annum	\$ 77,790.21	\$ 77,632.48	\$ 81,909.82	\$ 93,947.66
Total Cost of Each Vehicle per Annum	\$ 77,790.21	\$ 77,632.48	\$ 81,909.82	\$ 93,947.66
WOL Value for Money Calculator (Cheapest Vehicle Rate = 5, Most Expensive Rate = 1)				
Whole of Life Cost of Vehicle per Annum	\$ 77,790.21	\$ 77,632.48	\$ 81,909.82	\$ 93,947.66
Cheapest Whole of Life Vehicle Cost per Annum	\$ 77,632.48	\$ 77,632.48	\$ 77,632.48	\$ 77,632.48
Whole of Life Value for Money Rating	4.99	5.00	4.72	3.95

	Dealer 5 *Hitachi ZW180-7 - Hitachi	Dealer 6 *WA320-8 - Komatsu	Dealer 7 *New Holland W1700 - New Holland	Dealer 8 *John Deere 624K-8 - RDC
Purchase Price	\$ 528,347.63	\$ 515,570.00	\$ 392,000.00	\$ 427,000.00
Capital Cost of Purchase	\$ 232,472.96	\$ 226,850.80	\$ 172,480.00	\$ 187,880.00
Expected Life of Vehicle (Years)	8.0	8.0	8.0	8.0
Estimated Hours at Trade	8,000	8,000	8,000	8,000
Residual % (Wholesale)	38.00%	25.76%	25.76%	25.76%
Residual % (Retail)				
Residual Value	\$ 200,772.10	\$ 132,810.83	\$ 100,979.20	\$ 109,995.20
Cost Over Life of Vehicle Bundle	\$ 327,575.53	\$ 382,759.17	\$ 291,020.80	\$ 317,004.80
Fuel Usage (L/Hr)	9.40	14.5	7.7	8.2
Total Fuel Cost	\$ 138,368.00	\$ 213,440.00	\$ 113,491.20	\$ 120,704.00
Service Costs for life of machine	\$ 43,200.00	\$ 42,159.28	\$ 52,501.28	\$ 28,375.30
Ad Blue Costs for life of machine	\$ 4,512.00	\$ 6,960.00	\$ 3,700.80	
Trade Value Compared to Highest Offer				
Actual Trade Value Offered				
Total Cost of Vehicle Bundle	\$ 746,128.49	\$ 872,169.25	\$ 633,194.08	\$ 653,964.10
Total Cost of Vehicle Bundle per Annum	\$ 93,266.06	\$ 109,021.16	\$ 79,149.26	\$ 81,745.51
Total Cost of Each Vehicle per Annum	\$ 93,266.06	\$ 109,021.16	\$ 79,149.26	\$ 81,745.51
WOL Value for Money Calculator (Cheapest Vehicle Rate = 5, Most Expensive Rate = 1)				
Whole of Life Cost of Vehicle per Annum	\$ 93,266.06	\$ 109,021.16	\$ 79,149.26	\$ 81,745.51
Cheapest Whole of Life Vehicle Cost per Annum	\$ 77,632.48	\$ 77,632.48	\$ 77,632.48	\$ 77,632.48
Whole of Life Value for Money Rating	3.99	2.98	4.90	4.74

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Specification Suitability

The following specifications were used to calculate a score out of 5:

- Engine power & Torque
- Fuel tank capacity
- Hydraulic Performance
- Bucket dump height
- Operating weight
- Breakout force

In the evaluation, consideration was also given to the dimensions, reverse cooling fan, and forward/reverse selector.

The loader specifications were compared, and a score was calculated for each individual specification. An average score was then produced over all specifications.

Vehicle Type and Supplier	Specification Suitability
	30%
CJD Equipment – Volvo L70H2	3.69
Clark Equipment – Develon DL250-7M	4.01
Construction equipment – JCB 436ZX	4.04
Earthmoving Equipment Australia – Case 721G XT	4.26
Hitachi – Hitachi ZW180-7	4.33
Komatsu Australia – Komatsu WA320-8	4.32
New Holland (Cheshire Machinery Local Dealer) – New Holland W170D	4.16
RDO Equipment – John Deere 624K-II	4.41

Evaluation Criteria: Ratings = 1. Poor; 2. Acceptable; 3. Good; 4. Very Good; 5. Excellent.

Warranty

The warranty score was calculated on the number of years listed in the warranty terms.

Vehicle Type and Supplier	Warranty
	20%
CJD Equipment – Volvo L70H2	3.57
Clark Equipment – Develon DL250-7M	2.14
Construction equipment – JCB 436ZX	0.71
Earthmoving Equipment Australia – Case 721G XT	2.14
Hitachi – Hitachi ZW180-7	3.57
Komatsu Australia – Komatsu WA320-8	3.57
New Holland (Cheshire Machinery Local Dealer) – New Holland W170D	2.14
RDO Equipment – John Deere 624K-II	5.00

Evaluation Criteria: Ratings = 1. Poor; 2. Acceptable; 3. Good; 4. Very Good; 5. Excellent.

Total Evaluation Scores

Vehicle Type and Supplier	Whole of Life Value for Money	Specification Suitability	Warranty	Total
	50%	30%	20%	100%
CJD Equipment – Volvo L70H2	4.99	3.69	3.57	4.32
Clark Equipment – Develon DL250-7M	5.00	4.01	2.14	4.13
Construction equipment – JCB 436ZX	4.72	4.04	0.71	3.72
Earthmoving Equipment Australia – Case 721G XT	3.95	4.26	2.14	3.68
Hitachi – Hitachi ZW180-7	3.99	4.33	3.57	4.01
Komatsu Australia – Komatsu WA320-8	2.98	4.32	3.57	3.50
New Holland (Cheshire Machinery Local Dealer) – New Holland W170D	4.90	4.16	2.14	4.13
RDO Equipment – John Deere 624K-II	4.74	4.41	5.00	4.69

Evaluation Criteria: Ratings = 1. Poor; 2. Acceptable; 3. Good; 4. Very Good; 5. Excellent.

Conclusion Final Assessment

After evaluating all loaders offered for consideration, it was decided to further assess the three (3) highest scored loaders. New Holland W170D from New Holland, Volvo L70H2 from CJD Equipment and John Deere 624K-II from RDO Equipment. Council does have two (2) John Deere 624k-II loaders, one (1) John Deere 544K-II and One (1) New Holland W130D Loaders

New Holland W170D – New Holland (Cheshire Machinery – Local Dealer)

- 147 Kw
- 950 Nm
- 246 L fuel capacity
- 7.7 L/ Hr fuel consumption
- Reversible radiator fan
- 3 years / 5,000 hours warranty terms
- 206 L/min hydraulic flow
- 2,630mm max dump height
- Does require ad-blue (\$3,700.80 in Ad-blue costs included in Whole of life value for money evaluation)
- Does have a DPF (Diesel Particulate Filter).
- Purchase price is within allocated budget of \$415,000.00 as set out in the 2023/24 Plant Replacement Programme

Volvo L70H2 – CJD Equipment

- 127 Kw
- 853 Nm
- 222 L fuel capacity
- 7.1 L / Hr Fuel consumption
- Reversible radiator fan
- 5 years / 5,000 hours warranty terms
- 154 L/min hydraulic flow
- 2,134mm max dump height
- Does not require Ad-blue
- Does not have a DPF (Diesel Particulate Filter)
- Purchase price is \$25,800 over allocated budget of \$415,000.00 as set out in the 2023/24 Plant Replacement Programme

John Deere 624K-II – RDO Equipment

- 141 Kw
- 804 Nm
- 352 L fuel capacity
- 8.2 L / Hr Fuel consumption
- Reversible radiator fan
- 7 years / 7,000 hours warranty terms
- 208 L/min hydraulic flow
- 2,860mm max dump height
- Does not require Ad-blue
- Does not have a DPF (Diesel Particulate Filter)
- Purchase price is \$12,000 over allocated budget of \$415,000.00 as set out in the 2023/24 Plant Replacement Programme

The assessment team agree that the **John Deere 624K-II is recommended for purchase** as it has the highest specification scores, warranty score and total evaluation score of 4.69, meets all requested specifications and is the best value to Council. The operators prefer the John Deere 624K-II as it has the highest max dump height which allows them to load trucks with taller sides, comfortable cabin with plenty of vision, large fuel capacity when attending emergency call outs from job sites and a heavier operating weight that provides machine stability.

	CJD Equipment	New Holland	RDO
Make	Volvo	New Holland	John Deere
Model	L70H2	W170D	624K-II
Specifications Evaluated On			
kw power	127	147	141
SCORE	4.32	5.00	4.80
Torque Nm	853	950	804
SCORE	3.86	4.30	3.64
Fuel Tank Size Ltrs	222	246	352
SCORE	3.15	3.49	5.00
Bucket height dump clearance mm	2134	2630	2860
SCORE	3.70	4.57	4.97
Maximum breakout force kN	93.5	99.78	125.73
SCORE	2.89	3.08	3.88
Operating Weight Kg	13770	15272	15614
SCORE	4.41	4.89	5.00
Hydraulics BAR (pressure)	260	250	248.2
Hydraulics L Min	154	206	208
SCORE BAR	4.28	4.11	4.08
SCORE L/MIN	2.87	3.84	3.88
Dimensions			
Length	6080mm	7633mm	7760mm
Width	2460mm	2478mm	2690mm
SPECIFICATIONS TOTAL SCORE	3.69	4.16	4.41
Optional Requirements			
Reversible cooling fan	Yes	Yes	Yes
Air Suspension Seat	Yes	Yes	Yes
Joystick machine controls	Yes	Yes	Yes
Forward/reverse selector steering wheel	Yes	Yes	Yes
LED worklights in lieu of halogen	Yes	Yes	Yes
Delivery			
Delivery Time	20-26 weeks	12 Months	12-16 weeks
Warranty			
Warranty	60months, 5000hrs	36 months or 5000 hrs	84 months or 7000hrs
Total Warranty Score	3.57	2.14	5.00

10.5 CENTRALISED PROCUREMENT UPDATE

File Number: 231222
Author: Strategic Procurement Coordinator
Authoriser: Chief Executive Officer

PRECIS

Council has progressed with the transition to Centralised Procurement in accordance with *OPFC/34 - Implementation of Phase 1 of Centralised Procurement as outlined in the 23/24 Operational Plan*.

SUMMARY

Mead Perry Group have been engaged to undertake an evaluation on Council's Procurement systems and processes, establish a proposed model for "Centralised Procurement" and prepare an action plan to allow Council to transition and to provide recommendations on the implementation of Centralised Procurement.

OFFICER'S RECOMMENDATION

That Council accept this report for information and endorse the transition of Centralised Procurement

BACKGROUND

Council has for a number of years been looking to address identified procurement issues. The recommendations from a number of reviews and audits have resulted in a decision by Council to move to a centralised procurement model.

Through document and data review and staff engagement, this review has established the current state of procurement in Council, identified issues of concern or opportunities for improvement and proposed a future state, based on a hybrid centralised procurement model.

This future state recognises the importance of a fully centralised high level procurement function that provides support, advice and oversight of medium and large contractual arrangements to the organisation and carries out RFQs and tender activity centrally.

It also recognises the value in moving to a hybrid model for low value purchasing that has, initially, some functional areas purchasing activity fully centralised and others conducting the activity internally.

Council website lists 42 contractual arrangements above \$200k for the 2022/23 financial year.

These contracts totaled \$33 million and averaged \$590k.

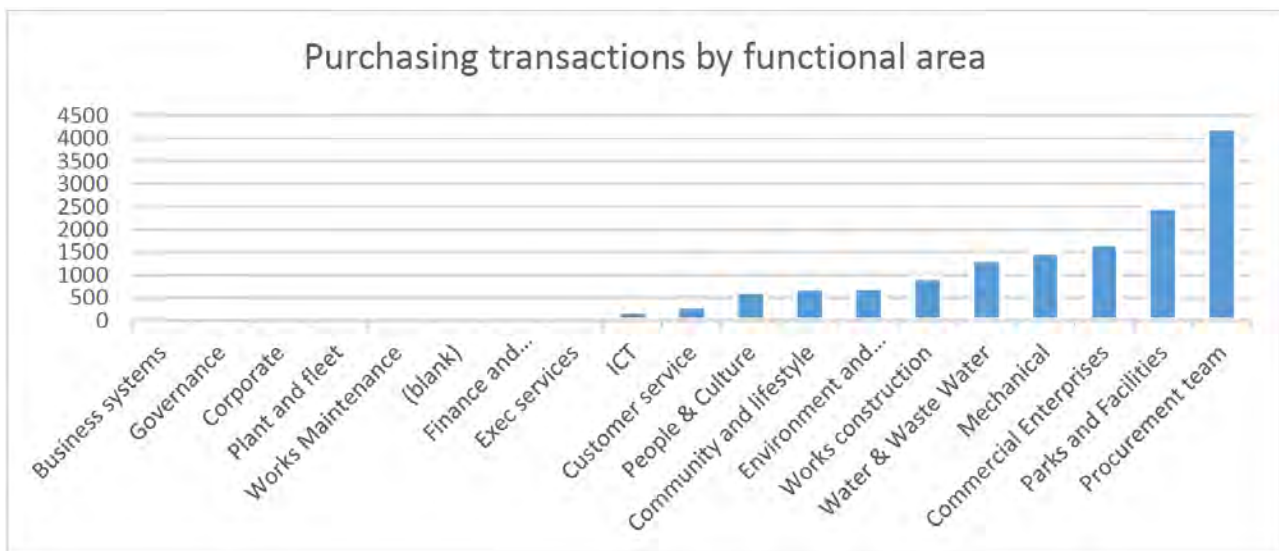
Over 50% of the total contract value was made up by 13 contracts over \$600k with one contract with a value of \$3.3 Million.

Council's RFQ register lists 136 contracts with a total value of \$25,305,000 for an average of \$308k. It is noted that 18 of these contracts, totaling which are for road works and plant purchases are above the \$200k threshold.

The remaining 118 contracts total \$4.835m at an average of approximately \$50k.

Based on this information from the 2022/23 financial year, the procurement team has oversight of in the order of 160 medium and large sized contractual arrangements.

This equates to an average of 3 to 4 medium to large contractual arrangements per week.



One challenge for Council in moving to a centralised model is to manage the allocation of resources. The orders generated by the procurement team at present, reasonably aligns with current staff resources however as the centralisation process is rolled out, there would need to be an appropriate reallocation of resources to the procurement team.

An assessment was undertaken to establish the sourcing patterns of Councils individual departments including staff engagements via interviews with select staff members with purchasing responsibility and how they see a centralised procurement function working.

The following summary of key points were made:

- Advantageous to review the current approach to purchasing with a view to consolidating responsibility and streamlining the process.
- Consolidation of the number of staff raising orders and re-direct to the procurement team in centralising low value, low risk purchasing.
- Review of the Tech 1 process.
- As the centralisation process is rolled out, there would need to be an appropriate reallocation of resources to the procurement team.
- Centralised procurement assigned to deal with all medium and large sized contracts given the importance of and value for money outcomes, implementing a hybrid model where low value day to day goods and services for functional areas may be undertaken by either procurement or staff within functional areas.
- Procurement staff to maintain a high level of skill set and knowledge through memberships of appropriate professional associations (CIPS) and engaging in professional development activities.
- Procurement staff are to be involved in the consideration of anticipated major contract activities and projects to provide advice on sourcing, risk management, probity, evaluations, market consideration and contract management support.
- Utilise the existing skills knowledge of functional area staff and Procurement work continuously to develop and improve the procurement skill of functional area staff whereby cross pollination of skill sets and support can be achieved between Procurement and functional areas.

The report makes three recommendations for Council consideration. They involve the adoption of the proposed central procurement model and delivering the future state for High and Low level procurement.

Recommendation 1 – That Council adopt the centralised procurement model outlined in the report

Recommendation 2 – That Council review and implement identified improvement opportunities to deliver the future state for medium and large contractual arrangements as presented in this report.

Recommendation 3 – That Council commence a process to transition purchasing from functional areas to the Procurement Team

ATTACHMENTS

Nil

10.6 CONTRACTS ENTERED INTO OVER \$200,000 2023/2024 FINANCIAL YEAR TO DATE**File Number:** 24.01.2024**Author:** Strategic Procurement Coordinator**Authoriser:** Chief Executive Officer**PRECIS**

Contractual arrangements entered over \$200,000 (ex GST) for 2023/2024 to date.

SUMMARY

Pursuant to *Local Government Regulation 2012, Ch6, Division 3, S229* a local government may enter in to a medium or large sized contractual arrangement without first inviting written quotes or tenders whereby an exception has been applied.

OFFICER'S RECOMMENDATION

That this report be received for information.

BACKGROUND

Pursuant to *Local Government Regulation 2012, Ch6, Division 3, S229* a local government may enter in to a medium or large sized contractual arrangement without first inviting written quotes or tenders whereby an exception has been applied.

However, in accordance with Council's Procurement Policy purchasing threshold table 3.6.3, minimum quotation requirements must still be sought to demonstrate Council continues to have regard to the five (5) Sound Contract Principles detailed in *Section 104(3) of the Local Government Act 2009*.

Pursuant to *Local Government Regulation 2012, Ch6, Pt4, S237* a local government must as soon as practicable after entering a contractual arrangement worth \$200,000 or more (ex GST) publish the relevant details on the website and within a conspicuous place in the Local Government Public Office.

The relevant details of the contractual arrangements are published or displayed for at least 12 months and contain details such as:

- the person with whom the local government has entered in to the contractual arrangement;
- the value of the contractual arrangement;
- the purpose of the contractual arrangement.

Procurement has provided the list of contracts over \$200,000 that have been awarded so far in the 2023/2024 year for Councillors information.

ATTACHMENTS

1. **Contracts over \$200k for the 2023-2024 period**

2023 / 2024				
Entity	Commencement	Value (ex. GST)	Description of Contract	Procurement Methodology/Market Approach
AKR Builders Pty Ltd	12-Dec-23	\$508,909.09	SBRC 2324_04 Murgon PCYC Toilet Renovation	Tenderlink
ATC Consulting Engineers & Project Managers	13-Dec-23	\$239,260.00	SBRCQ 2223_136 Temporary Works Engineer	Vendor Panel
BG&E Pty Ltd	25-Sep-23	\$234,890.00	SBRCQ 2324_06 Gordonbrook 150ML Offstream Storage Detailed Design	RFQ – s234 Local Buy
Daimler Trucks Sunshine Coast	28-Jun-23	\$345,339.01	SBRCQ 2223_77 Fuso Truck Shogun 8x4	RFQ – s234 Local Buy
Daimler Trucks Sunshine Coast	20-Dec-23	\$798,133.36	SBRCQ 2324_18 Replace Water Trucks (3)	Tenderlink
Datacom Systems Pty Ltd	16-Aug-23	\$296,489.54	Microsoft EA Year 3 - 01/09/23 to 31/08/24	Exception s234 LGR Local Buy
Ergon Energy Corporation	3-Aug-23	\$375,054.54	Water Road changes to Electricity Supply	Exception 235 (f) TMR
Restore All Qld	6-Jul-23	\$566,134.15	SBRCQ 2122_26 Cleaning Contract Public Amenities 23/24 Financial Year	RFT - Public
RPQ Spray Seal	25-Oct-23	\$1,204,704.35	Bitumen Reseal Various Roads SBRC 2223_04 Preferred Supplier	Preferred Supplier Contract
RPQ Spray Seal	20-Nov-23	\$675,810.00	Reseal Kingaroy to Murgon Rail Trail SBRC 2223_04 Preferred Supplier	Preferred Supplier Contract
RSPCA QLD Inc	1-Aug-23	\$354,940.00	Pound Management Fees	RFT - Public
Sanders Bobcat & Mini Excavator Hire	21-Jul-23	\$408,181.82	SBRC 2223_13 Boondooma Dam Management Fee	RFT - Public
Sanders Bobcat & Mini Excavator Hire	21-Jul-23	\$320,000.00	SBRC 2223_14 Bjelke Petersen Dam Management Fee	RFT - Public
SB Waste Management	6-Dec-23	\$267,500.00	Supervision & Maintenance Nanango Waste Facility	Extension of current contract till new operator Proterra Group start contract - Tenderlink
Technology One	6-Jul-23	\$795,731.35	Technology One SaaS Fee	Exception s234 LGR Local Buy
Yesberg Earthmoving	1-Sep-23	\$3,256,021.46	SBRCQ 2324_01 DRFA REPA Zone 10,11 & Priority Seal Works	RFQ – SBRC Pre Qual Panels
Yesberg Earthmoving	4-Aug-23	\$1,196,067.27	SBRCQ 2223_59 DRFA REPA Zone 10 Unsealed	RFQ – SBRC Pre Qual Panels
Yesberg Earthmoving	26-Oct-23	\$363,309.66	SBRCQ 2223_87 DRFA REPA Drainage 1	Felix/Vendor Panel
Yesberg Earthmoving	27-Nov-23	\$2,071,542.45	SBRCQ 2324_43 DRFA REPA Zone 7 Unsealed	Felix/Vendor Panel

10.7 2023 FINAL MANAGEMENT LETTER FOR SOUTH BURNETT REGIONAL COUNCIL**File Number: 24.01.2024****Author: General Manager Finance and Corporate****Authoriser: Chief Executive Officer****PRECIS**

2023 Final Management Letter for South Burnett Regional Council

SUMMARY

The Queensland Audit Office have provided a Final Management Letter following the recent completion of the 2023 Financial Audit of the South Burnett Regional Council and presentation of the closing report.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council 2023 Final Management Letter as attached be received and noted.

BACKGROUND

As part of *Section 212* of the *Local Government Regulation 2012*, the general purpose financial statements for a financial year must be given to the Auditor-General for auditing. KPMG, the external auditors appointed for the 2022/2023 financial year have completed the financial audit of South Burnett Regional Council.

Following on from the audit and presentation of the closing report, Council is provided with final management letter which provides details on audit matters and other important information related to the audited financial statements.

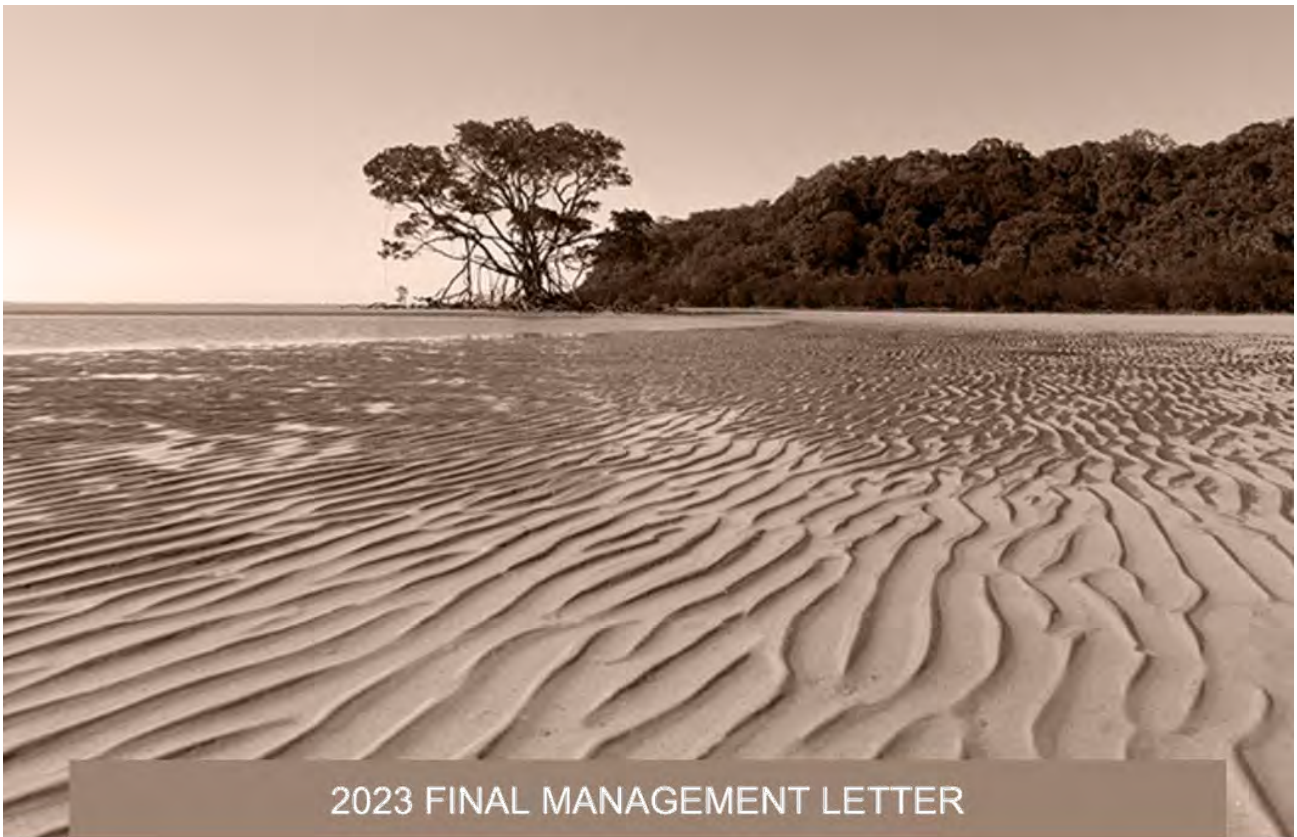
Under *Section 213* of the *Local government Regulation 2012*, Council is required to present a copy of the letter to the General Council Meeting.

The Auditor-General issued an unmodified audit opinion on the financial statements and no significant issues have been identified since the presentation of the closing report. The issues and other matters that the Queensland Audit Office (QAO) have reported to management and an update on actions taken to resolve these issues have been included in Appendix A of the attached letter. A summary of these matters is provided below.

Year	Rating	Matter	Status
Current	Internal Control - Deficiency	23FR1 Ineffective review of fixed asset registers and items in capital work in progress account	In Progress
Current	Financial Reporting – Low	23FR-2 Incomplete modelling of Provision for Restoration	In Progress
Current	Internal Control – Deficiency	23CR-1 Incorrect system calculation of interest on overdue rates	In Progress
Prior Year	Internal Control – Deficiency	21CR-1 Reviews of current users in Technology One not being performed	In Progress
Prior Year	Financial Reporting – Low	22FR-1 Reconciliation of developer contributions	Resolved
Prior Year	Financial Reporting – Medium	18FR-1 Tracking of Grant Revenue	Resolved

ATTACHMENTS

- 1. Final Management Representation Letter 2022/2023 Audit**



South Burnett Regional Council

13 December 2023



13 December 2023

Mayor Brett Otto
South Burnett Regional Council
45 Glendon Street
Kingaroy QLD 4610

Dear Mayor Otto

Final management report for South Burnett Regional Council

We have completed our 2023 financial audit for South Burnett Regional Council. The Auditor-General's delegate has issued an unmodified audit opinion on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we presented our closing report to the audit committee on 5 October 2023.

Reporting on issues identified after the closing report

I can confirm that we have not identified significant issues since the presentation of our closing report. We have reported two new issues in this report. The issues and other matters we have formally reported to management and an update on management's actions taken to resolve these issues is included as Appendix A.

Please note that under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Report to parliament

Each year we report the results of all financial audits and significant issues to parliament. We intend to include the results of our audit of South Burnett Regional Council in our report to parliament Local Government 2023.

We will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of the sector, including major transactions and events.

We will discuss the proposed content of our report with your General Manager Finance & Corporate and continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report, and for these comments to be included in the final version tabled in parliament.

Audit fee

The final audit fee for this year is \$161,000 exclusive of GST (2022: \$152,000). This fee is in line with the amount estimated in our external audit plan.

We would like to thank you and your staff for their engagement in the audit this year and look forward to working with your team again next year.

If you have any questions about this letter or would like to discuss any matters regarding our services and engagement, please do not hesitate to contact me on 07 3225 6839 or Ryan Lindwall, Manager on 073233 9452.

Yours sincerely

Erin Neville-Stanley
Partner

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email gao@gao.qld.gov.au
Web www.gao.qld.gov.au

2023 Final management letter

Appendix A1 – Status of issues

This section provides an update on the control deficiencies and financial reporting issues we have identified since our Interim Management Letter. It includes a response from management.

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.gao.qld.gov.au/information-internal-controls or scan the QR code.



D Deficiency

23FR-1 Ineffective Review of Fixed Asset registers and items within the capital work in progress (CWIP) account

Observation

In performing testing over CWIP balances and property, plant and equipment disposals, we identified two misstatements that occurred relating to maintaining the fixed assets register on a regular basis. As per inquiry with the Strategic Management Accountant, these errors were the result of key personnel being away on leave which led to a breakdown in communication between the infrastructure team and the finance team and resource constraints. This resulted in disposals occurring without the finance team’s knowledge and projects that should have been capitalised on completion to the relevant asset category and depreciated, remaining in CWIP.

Implication

The lack of regular review has resulted in:

- Disposed assets remaining on the balance sheet and the corresponding gain/loss on disposal being recorded in the incorrect reporting period; and
- Assets not being depreciated when commissioned, thus understating depreciation expense.

QAO recommendation

Council should establish regular process of communication between both the infrastructure team and finance team to ensure necessary changes to the fixed assets register are made on a regular basis. A documented policy is also likely to assist in ensuring the process operates consistently including during periods of annual leave or other personnel changes. The regularity of this review may depend on capacity; however a robust review should be performed prior to year end with adjustments being made in the correct reporting period.

Management response

Council has an established Asset Management Committee consisting of asset managers and owners in Infrastructure and Liveability and the Finance team who meet regularly. This team of professionals have embraced the concept of working collaboratively to engage, consult, analyse, and deliver strategic outcomes for asset management within the SBRC.

A project outcome identified by asset managers for efficiency gains is the comprehensive mapping exercise of existing workflows which will ease the transition from current manual asset procedures to digital transformation into CiAnywhere assets. This project is being performed in collaboration with the Business Systems Unit in preparation for uplift to CiAnywhere.

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2023 Final management letter

23FR-1 Ineffective Review of Fixed Asset registers and items within the capital work in progress (CWIP) account (continued)

Management response (continued)

The project completion of uplifting Asset to CiAnywhere has its challenges with budgetary restraints however in the interim comprehensive mapping is being performed by the Strategic Asset Accountant as in interim measure to mitigate risk. The strategic direction identified in the Operational Plan forms a component of the digital transformation project. This project will compliment the asset management system which will give the Business Systems team the capacity to establish audited workflows process efficiencies and enhance accurate reporting. In addition to the workflow process, the system will trigger tasks and responsibilities to relevant asset owners and finance during the asset process.

A policy is currently in existence and reviewed annually however robust processes will now be developed and implemented. Additional focus each month on WIP balances and project status updates to determine status of projects which have been completed so that capitalisation can occur in a more timely manner. A monthly report on outstanding WIP has been included in the Executive Leadership Team meetings for full transparency and accountability. A review of the land asset register is being completed with business improvements identified that can minimise the risk by the rectification of established workflows.

Responsible officer: Strategic Asset Management Accountant with Business Systems and asset owners

Status: Work in progress

Action date: 30 June 2024

L Low risk financial reporting issue

23FR-2 Incomplete modelling of Provision for Restoration

Observation

Council has a monitoring obligation post capping of landfill sites of ~20 years. These costs are provided by management's expert and should form part of the provision for restoration and discounted to present value. Council's restoration provision model did not extend to cover the full monitoring period resulting in these costs not being fully provided for at year end.

Implication

The exclusion of the full extent of monitoring costs from the model results in an understatement of the provision and does not fully reflect the obligations by Council in meeting their required restoration commitments.

QAO recommendation

Council should update the restoration model to extend the cashflow forecasts as needed to cover the full monitoring period and align the total restoration cost included in the provision to that provided by management's experts.

Management response

Restoration model will be updated to include all years that have been identified under the current landfill restoration review.

Responsible officer: Manager Finance & Sustainability

Status: Work in progress

Action date: 31 March 2024

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2023 Final management letter

Appendix A2 – Matters previously reported

The following table summarises all control deficiencies, financial reporting issues and other matters that have previously been raised but were not resolved in our interim report. The listing includes issues from our reports this year and those issues raised in prior years.


<p style="text-align: center;">Internal control issues</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>S</p> <p>Significant deficiency</p> </div> <div style="text-align: center;"> <p>D</p> <p>Deficiency</p> </div> <div style="text-align: center;"> <p>O</p> <p>Other matter</p> </div> </div>			<p style="text-align: center;">Financial reporting issues</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>H</p> <p>High</p> </div> <div style="text-align: center;"> <p>M</p> <p>Medium</p> </div> <div style="text-align: center;"> <p>L</p> <p>Low</p> </div> </div>		
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Internal control issues

Ref.	Rating	Issue	Status
23CR-1	D	<p>Incorrect system calculation of interest on overdue rates</p> <p>Management identified the system calculation for interest on overdue rates is using the incorrect rate. Local governments are required by regulation (S133 of the Local Government Regulations 2012) to set the actual interest rate to be charged on overdue rates each year (up until the maximum interest rate, which is based the bank bill yield rate as at the month of March in each year). Council has identified that its system calculation is using the most recent interest rate rather than the interest rate relevant to the year in which the overdue amount relates.</p> <p>The use of the incorrect interest rate on outstanding rates and other charges balances may result in an under/over charge of interest charged to ratepayers in addition to the reputational risk associated with incorrect amounts being charged to ratepayers.</p>	<p>Work in progress</p> <p>Management have extracted all interest charged on overdue rates from TechnologyOne, offsetting those which have been previously written off. Management have performed a recalculation over the interest that should have been charged based on the correct average interest rate applied to the average overdue rates over the overdue period.</p> <p>Management have assessed 2 scenarios (compounding and non-compounding) and raised a provision of \$123k based on the average of the 2 scenarios. There remains some transactions requiring further investigation, as well as an exercise to identify the relevant rate payers eligible for repayment.</p> <p>To prevent a similar issue occurring going forward, management have discussed system solutions with TechnologyOne and other Councils. This involves manually updating the rates for each year, to the correct rate each period.</p> <p>Responsible officer: Kerri Anderson Action date: November 2023</p>

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Ref.	Rating	Issue	Status
21CR-1		<p>IT User access review in Technology One</p> <p>it was identified that there are no formal controls in place surrounding review of all current users within the TechnologyOne application</p>	<p>Work in progress</p> <p>Due to time and staffing constraints further work is planned in relation to auditing existing access. The Business Systems and ICT teams have implemented the following practices for new users:</p> <ul style="list-style-type: none"> • User access is granted based on advice from People and Culture • Only permanent staff members are provided with system access with no end date • Short term contracts and external parties access is only granted with a valid expiry date • New positions are only granted with base level access until specific access requirements are provided to Business Systems in writing by Management • A review of financial delegations was conducted in previous years. Delegations dashboard created to assist in conducting this review with findings cross referenced against governance delegation register annually. • New and adjusted financial delegations are only adjusted upon written advice from Governance • A dashboard has been developed to assist with reviewing user access with cross matching against current employee employment status for all user profiles and authorisations. • Business systems have commenced a review of the system Profile Matrix and user permissions (Project ID 2.8 – Profile Matrix & Permissions Review). Part way through discovery phase, relevant data sets being collected for analysis and list of all Council functions developed. <p>This forms part of a larger cleansing activity that will be systematically approached and actioned as time and resourcing capacity allows.</p> <p>Responsible officer: Amy King, Business Systems Officer</p> <p>Action date: 30 June 2024</p>

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2023 Final management letter

Ref.	Rating	Issue	Status
22FR-1	L	<p>Reconciliation of developer contributions</p> <p>Council discloses externally imposed restrictions on cash relating to unspent developer contributions.</p> <p>A reconciliation is required to assess whether any amounts have been spent to update this externally imposed restriction on cash.</p>	<p>Resolved</p> <p>Management has commenced the reconciliation process and is investigating remaining contributions, with the intention of this being completed prior to finalisation of the FY23 Financial Statements</p> <p>Responsible officer: Susan Jarvis/Kerri Anderson</p> <p>Action date: 30 September 2023</p>
18FR-1	H	<p>Tracking of grant revenue</p> <p>No formal process around the recording of grants in TechnologyOne</p>	<p>Resolved</p> <p>SBRC have implemented a grant register in TechnologyOne, with the uptake now having fully commenced with all individual business units utilising the register.</p> <p>A senior grants officer has been employed to create a more accurate and complete register of all grants and a repository for all grant related information. The grants officer will be a strong conduit between the department for all grants the Council has active each year ensuring the grants module in TechnologyOne is updated in real time.</p> <p>A grants working group has been put together which reviews the grants register at the end of the period, assessing the completeness of the grants register against the repository of information and the senior grant officer's list of active grants. The working group will also assess the appropriateness of accounting treatment of the grant.</p>

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10.8 CRM STATISTICS

File Number: 24/01/2024
Author: Manager ICT and Fleet
Authoriser: Chief Executive Officer

PRECIS

CRM Statistics based on departmental determined deadlines. Council's Customer Service Charter measurement - timeframe for processing customer requests

June 2023 - Dec 2023

SUMMARY

CRM report outlining how Council are tracking in relation to the request type timeframes for each of council's departments.

OFFICER'S RECOMMENDATION

That the report is received for information

LINK TO CORPORATE/OPERATIONAL PLAN

- OR8 High level implementation of Council's Customer Service Charter.
- OR9 Develop a continuous improvement, customer focused culture led by the senior management team and underpinned by an effective performance setting, monitoring and evaluation system.
- OR13 Implement reliable, realistic and cost-effective business systems and practices.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

All council departments that utilise the Customer Request Management System

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Customer Service Charter – Strategic 018

REPORT

Attached is the report extracted from the TechonlogyOne CRM module illustrating the volume of customer requests recived for the period June 2023 – December 2023

ATTACHMENTS

- 1. CRM Totals Jun23-Dec23**

Request Closure and Overdue Statistics - 1/07/2023 - 31/12/2023

Request Type Description	Category Description	Request Received	Open Requests	Closed Requests	Overdue Requests	Department	G_CUSTOMFIELDTEXT3
Executive Services		76	1	75		1 Executive Services	People & Culture
Office of the CEO		59	1	58		1 Executive Services	Office of the CEO
Council Operations	Council Meetings	2	0	2		0 Executive Services	Office of the CEO
Council Operations	Media Enquiries	15	0	15		0 Executive Services	Office of the CEO
Council Operations	Office of the CEO	29	0	29		0 Executive Services	Office of the CEO
Council Operations	Office of the Mayor	13	1	12		1 Executive Services	Office of the CEO
People & Culture		17	0	17		0 Executive Services	People & Culture
Council Operations	People & Culture (Council Staff / Recruitment)	17	0	17		0 Executive Services	People & Culture
Finance & Corporate		1954	37	1917		24 Finance & Corporate	Rates
Corporate Services		115	26	89		14 Finance & Corporate	Corporate Services
Council Operations	Policies / Procedures	2	0	2		0 Finance & Corporate	Corporate Services
Council Operations	Public Incident	113	26	87		14 Finance & Corporate	Corporate Services
Customer Service		41	1	40		1 Finance & Corporate	Customer Service Supervisors
Council Operations	Compliments / Feedback	41	1	40		1 Finance & Corporate	Customer Service Supervisors
Customer Services		10	1	9		1 Finance & Corporate	Customer Services
Council Properties	Council Owned Halls	10	1	9		1 Finance & Corporate	Customer Services
Finance		14	0	14		0 Finance & Corporate	Finance Planning/Reporting/Operations
Council Operations	Accounts Payable / Receivable	14	0	14		0 Finance & Corporate	Finance Planning/Reporting/Operations
Governance		537	0	537		0 Finance & Corporate	Governance
Change of Address	Change of Address	536	0	536		0 Finance & Corporate	Governance
Council Operations	Accessing Council Records (Right to Information)	1	0	1		0 Finance & Corporate	Governance
Procurement		41	5	36		5 Finance & Corporate	Procurement
Council Operations	Suppliers / Procurement Enquiries	41	5	36		5 Finance & Corporate	Procurement
Rates		1196	4	1192		3 Finance & Corporate	Rates
Rates	Levy Enquiry	47	0	47		0 Finance & Corporate	Rates
Rates	Pension Concession for Rates	249	2	247		1 Finance & Corporate	Rates
Rates	Pension Concession for Rates	17	0	17		0 Finance & Corporate	Rates
Rates	Rate Payment Plans	312	0	312		0 Finance & Corporate	Rates
Rates	Rate Payment Plans	40	0	40		0 Finance & Corporate	Rates
Rates	Rates Certificate Request	8	0	8		0 Finance & Corporate	Rates
Rates	Rates General Enquiry	331	1	330		1 Finance & Corporate	Rates
Rates	Rates General Enquiry	58	0	58		0 Finance & Corporate	Rates
Rates	Rates General Enquiry	1	0	1		0 Finance & Corporate	Rates
Rates	Rates General Enquiry	45	1	44		1 Finance & Corporate	Rates
Rates	Rates General Enquiry	23	0	23		0 Finance & Corporate	Rates
Rates	Rates General Enquiry	65	0	65		0 Finance & Corporate	Rates
Infrastructure		2293	404	1889		320 Infrastructure	Infrastructure Works
Infrastructure Planning		16	8	8		7 Infrastructure	Infrastructure Planning
Roads Footpaths Drainage	Roads - Other Requests	7	4	3		3 Infrastructure	Infrastructure Planning
Roads Footpaths Drainage	Roads - Other Requests	9	4	5		4 Infrastructure	Infrastructure Planning
Infrastructure Support		8	1	7		1 Infrastructure	Infrastructure Support
Council Operations	Disaster Management	8	1	7		1 Infrastructure	Infrastructure Support
Infrastructure Water & Waste		978	45	933		42 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Waste Water (Sewer)	70	4	66		4 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Water	47	1	46		1 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Water	673	26	647		24 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Water & Sewer - Connection Enquiry	17	0	17		0 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Water & Sewer - Main Location Search Enquiry	3	0	3		0 Infrastructure	Infrastructure Water & Waste Water
Water & Waste Water	Water / Sewer - Other Enquiry	168	14	154		13 Infrastructure	Infrastructure Water & Waste Water
Infrastructure Works		1291	350	941		270 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Drainage	123	63	60		46 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Footpaths - Roadside	92	33	59		24 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Flooding (Water Over Road)	9	4	5		3 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - General Enquiry	221	46	175		42 Infrastructure	Infrastructure Works

Roads Footpaths Drainage	Roads - Line Marking	14	5	9	5 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	34	5	29	2 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	28	5	23	5 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	4	0	4	0 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	22	5	17	5 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	3	0	3	0 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Other Requests	16	0	16	0 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Repairs (Potholes / Corrugations / Other Damage)	397	79	318	65 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Seal / Reseal / Widen	12	5	7	5 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Signage	148	50	98	39 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Roads - Street Parking	29	14	15	11 Infrastructure	Infrastructure Works
Roads Footpaths Drainage	Trees & Vegetation - Rural & Rural Residential (Over 80km)	139	36	103	18 Infrastructure	Infrastructure Works
Liveability		4581	236	4345	195 Liveability	Waste Management
Building		355	5	350	5 Liveability	Building
Building	Building - Alterations to Existing Structure	32	0	32	0 Liveability	Building
Building	Building - Boundary Setbacks / Guidelines	9	0	9	0 Liveability	Building
Building	Building - Copy of Records (Search)	9	0	9	0 Liveability	Building
Building	Building - Forms Request	7	0	7	0 Liveability	Building
Building	Building - Proposed New Structure	121	1	120	1 Liveability	Building
Building	Building - Rainwater Tank Enquiry	1	0	1	0 Liveability	Building
Building	Building - Report Unapproved /Illegal Works	17	3	14	3 Liveability	Building
Building	Building - Wind Rating	2	0	2	0 Liveability	Building
Building	Building Applications - Request Update / Inspection	8	0	8	0 Liveability	Building
Building	Building Enquiry	149	1	148	1 Liveability	Building
Commercial Enterprises		82	2	80	2 Liveability	Commercial Enterprises
Council Properties	Airfields /Landing Facilities Enquiry	30	2	28	2 Liveability	Commercial Enterprises
Council Properties	Airstrip - Permission to Land	2	0	2	0 Liveability	Commercial Enterprises
Council Properties	Cemetery Enquiries	36	0	36	0 Liveability	Commercial Enterprises
Council Properties	Dams	8	0	8	0 Liveability	Commercial Enterprises
Natural Resource Management	Livestock	6	0	6	0 Liveability	Commercial Enterprises
Community Development		150	11	139	9 Liveability	Community Development
Council Operations	Grants and Funding	66	2	64	2 Liveability	Community Development
Council Operations	Tourism & Events	60	7	53	5 Liveability	Community Development
Council Properties	Lease of Council Land	24	2	22	2 Liveability	Community Development
Compliance		951	34	917	24 Liveability	Compliance
Animal Management	Animal Attack	42	2	40	1 Liveability	Compliance
Animal Management	Animal Registration	19	0	19	0 Liveability	Compliance
Animal Management	Animals - Breach of Regulations / Local Laws	15	0	15	0 Liveability	Compliance
Animal Management	Animals - Cat Trap Hire (Urban)	29	0	29	0 Liveability	Compliance
Animal Management	Animals - Excess Animals Enquiry	1	0	1	0 Liveability	Compliance
Animal Management	Animals - Found / Wandering (Domestic Only)	155	6	149	6 Liveability	Compliance
Animal Management	Animals - Noise Complaints	111	9	102	4 Liveability	Compliance
Animal Management	Animals - Odour Complaints	6	0	6	0 Liveability	Compliance
Animal Management	Animals - Other Enquiry (Domestic)	120	5	115	5 Liveability	Compliance
Animal Management	Animals - Report Lost	3	0	3	0 Liveability	Compliance
Animal Management	Animals - Report Menacing / Aggressive	37	0	37	0 Liveability	Compliance
Animal Management	Animals - Update Registration Details	185	0	185	0 Liveability	Compliance
Compliance / Local Laws	Abandoned Vehicle	35	0	35	0 Liveability	Compliance
Compliance / Local Laws	Election Signage	1	0	1	0 Liveability	Compliance
Compliance / Local Laws	Footpath Permits	11	2	9	2 Liveability	Compliance
Compliance / Local Laws	Local Laws	70	6	64	4 Liveability	Compliance
Compliance / Local Laws	Overgrown Property	73	2	71	0 Liveability	Compliance
Compliance / Local Laws	Roadside Vendor Enquiries	6	0	6	0 Liveability	Compliance
Compliance / Local Laws	Unauthorised Signage	3	0	3	0 Liveability	Compliance
Compliance / Local Laws	Unightly Property	28	1	27	1 Liveability	Compliance
Parks and Gardens	Parks - Enquiries & Requests for Maintenance	1	1	0	1 Liveability	Compliance
Environmental Health		240	2	238	2 Liveability	Environmental Health

Environmental Health	Environmental Health - Pollution Concerns	45	2	43	2 Liveability	Environmental Health
Environmental Health	Environmental Health Enquiry	33	0	33	0 Liveability	Environmental Health
Public Health Concerns	Food Business Enquiries	102	0	102	0 Liveability	Environmental Health
Public Health Concerns	Food Concerns	20	0	20	0 Liveability	Environmental Health
Public Health Concerns	Public Health - Water Testing Concerns	11	0	11	0 Liveability	Environmental Health
Public Health Concerns	Public Health Concerns	29	0	29	0 Liveability	Environmental Health
Facilities		153	12	141	12 Liveability	Facilities
Council Properties	Council Buildings	83	5	78	5 Liveability	Facilities
Council Properties	Council Owned Land	41	5	36	5 Liveability	Facilities
Council Properties	Council Pools	16	1	15	1 Liveability	Facilities
Council Properties	Showgrounds / Sportsgrounds	13	1	12	1 Liveability	Facilities
Library		3	0	3	0 Liveability	Library
Council Properties	Libraries	3	0	3	0 Liveability	Library
NRM		362	22	340	20 Liveability	NRM
Animal Management	Animals - Other Enquiry (Domestic)	1	0	1	0 Liveability	NRM
Natural Resource Management	Feral / Pest Animals	123	5	118	5 Liveability	NRM
Natural Resource Management	Livestock	13	0	13	0 Liveability	NRM
Natural Resource Management	Livestock	4	0	4	0 Liveability	NRM
Natural Resource Management	Livestock	121	3	118	3 Liveability	NRM
Natural Resource Management	Roadside Burning / Fenceline Clearing	25	1	24	1 Liveability	NRM
Natural Resource Management	Weed Management	49	8	41	7 Liveability	NRM
Natural Resource Management	Weeds - Report Invasive	18	1	17	0 Liveability	NRM
Natural Resource Management	Wildlife on Council Land	8	4	4	4 Liveability	NRM
Parks		750	19	731	18 Liveability	Parks
Council Properties	Public Toilets	224	0	224	0 Liveability	Parks
Council Properties	Rail Trail	24	0	24	0 Liveability	Parks
Natural Resource Management	Wildlife on Council Land	4	0	4	0 Liveability	Parks
Parks and Gardens	Cemetery Maintenance	12	0	12	0 Liveability	Parks
Parks and Gardens	Dead Animal on Council Land - Residential Area (under 80 km)	9	0	9	0 Liveability	Parks
Parks and Gardens	Footpath - in Park / Reserve Area	3	1	2	1 Liveability	Parks
Parks and Gardens	Parks - Enquiries & Requests for Maintenance	362	11	351	10 Liveability	Parks
Parks and Gardens	Parks - Use of Park / Reserve Area	26	0	26	0 Liveability	Parks
Parks and Gardens	Trees & Vegetation (under 80km)	85	7	78	7 Liveability	Parks
Waste Management	Waste Collection Services	1	0	1	0 Liveability	Parks
Planning		548	105	443	81 Liveability	Planning
Compliance / Local Laws	Local Laws	2	2	0	2 Liveability	Planning
Planning	Permits	6	0	6	0 Liveability	Planning
Planning	Planning - Advertising Devices	1	0	1	0 Liveability	Planning
Planning	Planning - Alleged Land / Premises Misuse	14	2	12	2 Liveability	Planning
Planning	Planning - Existing Development Enquiry	12	3	9	3 Liveability	Planning
Planning	Planning - Other Enquiry	207	43	164	30 Liveability	Planning
Planning	Planning - Proposed New Development	134	28	106	23 Liveability	Planning
Planning	Planning - Subdivision Enquiry	99	13	86	9 Liveability	Planning
Planning	Planning - Zoning / Land Use	49	10	39	9 Liveability	Planning
Planning	Planning Application - Request Update / Inspection	6	1	5	1 Liveability	Planning
Planning	Planning Overlays	18	3	15	2 Liveability	Planning
Plumbing		84	0	84	0 Liveability	Plumbing
Plumbing	Plumbing - Drainage Plans	3	0	3	0 Liveability	Plumbing
Plumbing	Plumbing - Forms Request	4	0	4	0 Liveability	Plumbing
Plumbing	Plumbing - Household Septic Enquiries	18	0	18	0 Liveability	Plumbing
Plumbing	Plumbing - Inspection / Application Update	4	0	4	0 Liveability	Plumbing
Plumbing	Plumbing - New Works	23	0	23	0 Liveability	Plumbing
Plumbing	Plumbing - Other Enquiry	27	0	27	0 Liveability	Plumbing
Plumbing	Plumbing - Report Non-Compliant Works	5	0	5	0 Liveability	Plumbing
Waste Management		903	24	879	22 Liveability	Waste Management
Waste Management	Waste Collection Services	562	0	562	0 Liveability	Waste Management
Waste Management	Waste Collection Services	125	3	122	1 Liveability	Waste Management

Waste Management	Waste Facilities	36	0	36	0 Liveability	Waste Management
Waste Management	Waste Facilities	50	18	32	18 Liveability	Waste Management
Waste Management	Waste Facilities	6	0	6	0 Liveability	Waste Management
Waste Management	Waste Facilities	70	0	70	0 Liveability	Waste Management
Waste Management	Waste Facilities	5	0	5	0 Liveability	Waste Management
Waste Management	Waste Facilities	28	0	28	0 Liveability	Waste Management
Waste Management	Waste Facilities	12	3	9	3 Liveability	Waste Management
Waste Management	Waste Facilities	9	0	9	0 Liveability	Waste Management

10.9 SOUTH BURNETT REGIONAL COUNCIL OPERATIONAL PLAN 2023/2024 2ND QUARTER REVIEW

File Number: 24-Jan-2024

Author: General Manager Finance and Corporate

Authoriser: Chief Executive Officer

PRECIS

South Burnett Regional Council Operational Plan 2023/2024 2nd Quarter Review.

SUMMARY

The South Burnett Regional Council Operational Plan details the projects, services, and initiatives that Council planned to deliver for the 2023/2024 financial year.

Pursuant to *Section 174(3)* of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Plan.

OFFICER’S RECOMMENDATION

That the South Burnett Regional Council Operational Plan 2023/2024 2nd Quarter Review be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from this report other than what has been identified in the South Burnett Regional Council (Council) financial budgeting and planning documents.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021-26	
EC	Enhancing Liveability and Lifestyle
IN	Providing Key Infrastructure for our Towns and Villages
GR	Growing our Region’s Economy and Prosperity
EN	Safeguarding our Environment
OR	Organisational Excellence
Operational Plan 2022/2023	
Periodical review and update the 2022/2023 Operational Plan	

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Chief Executive Officer, General Managers and Managers have contributed to the Operational Plan 2023/2024 in respect of their relevant areas of responsibility.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Pursuant to *Section 174(3)* of the *Local Government Regulation 2012*, the Chief Executive Officer has a statutory obligation to present a written assessment of the implementation of the Annual Operational Plan.

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

No direct policy/local law/delegation implications arise from this report which have not previously been identified operationally within Council’s planning and budget documents.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report other than what has been identified in Council’s financial budgeting and planning documents.

REPORT

The South Burnett Regional Council Operational Plan details the projects, services and initiatives that Council planned to deliver for the 2023/2024 financial year.

Pursuant to *Section 174(3)* of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Plan.

ATTACHMENTS

- 1. **2023/2024 Operational Plan - 2nd Quarter Review**



Version Control

date	comment	version
May 2023	Draft - initial	D1
June 2023	Final – adopted by Council	F1
October 2023	1 st Quarter Review	Q1
January 2024	2 nd Quarter Review	Q2

Adoption by Council

Draft Plan adopted at the Special Budget Meeting of Council on 21 June 2023.

Copies of the Annual Operational Plan

Copies of Council’s Annual Operational Plan, Corporate Plan and the Annual Reports are available free of charge electronically on Council’s website at www.southburnett.qld.gov.au or can be viewed at any Council Library or Customer Service Centre.

Contact Us

All written communications to be addressed to:

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 P 1300 789 279
 E info@sbrc.qld.gov.au
 W www.southburnett.qld.gov.au
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 T @SouthBurnettRC
 ABN 89 972 463 351

Acknowledgement

We acknowledge and respect the Wakka Wakka and Auburn Hawkwood people, the traditional owners of this land that we live, work and play and respect their cultures, their ancestors and their elders past, present and future generations.



Introduction

The South Burnett Regional Council ('Council') 2023-24 Annual Operational Plan is required to be developed in accordance with the *Local Government Regulation 2012* and focuses on the actions that Council staff are expected to take throughout the 12-month period in order to implement the longer-term goals detailed in the South Burnett Regional Council Corporate Plan 2021-26.

In accordance with the provisions of *Section 175* of the *Local Government Regulation 2012*, an Annual Operational Plan must:

- (a) be consistent with the annual budget; and
- (b) state how the local government will –
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - (ii) manage operational risks; and
- (c) include an annual performance plan for each commercial business unit of the local government.

In accordance with *Section 174(3)* of the *Local Government Regulation 2012*, Council will assess its progress towards implementing its Annual Operational Plan on a quarterly basis. The long-term strategies within Council's Corporate Plan 2021-26 are allocated to Departments to progress. Therefore, the Annual Operational Plan has displayed the operational Initiatives and operational services according to Departmental responsibility, to provide clarity and accountability, as well as provide operational focus for the Departments within Council.

All day-to-day core business activities and services are not necessarily listed in the Annual Operational Plan; instead the Annual Operational Plan focuses on initiatives and services that will be required in the current financial year to achieve Council's long term corporate objectives.

The Corporate Plan 2021-26 provides a blueprint for the future of our communities and establishes priorities and outlines strategies which best reflect the needs of our community for today and into the future. Council's Chief Executive Officer is responsible for preparing quarterly reports to the Council on the progress of the implementation of the Annual Operational Plan. These reports ensure that Council's elected members and staff are accountable for the progress made in meeting Council's annual operational plan goals. This plan is reliant linked to South Burnett Regional Council's 2023-24 budget and Council's available human resources.



Executive Services Annual Operational Plan 2023/24

- Mission:** To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation
- Officer Responsible:** Chief Executive Officer
- Responsibilities:** Executive Services, Strategic Planning, Media / Communications, Human Resource Management, Workplace Health and Safety, Advocacy, Economic / Regional Development, Olympics and Paralympic Games and oversight of organisational operational matters



Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPE/01	Strengthen, maintain, and actively contribute to Local Government organisations/associations advocating Council's strategic and operational position on key issues	Office of the CEO	OR12; GR16	BU1001	50%
OPE/02	Develop, coordinate, and publish Council's Annual Report on organisational activities and compliance with legislation	Office of the CEO	OR2	BU1001	100%
OPE/03	Proactive strategic delivery of media and communications utilising activities	Office of the CEO	OR10	BU1001	50%
OPE/04	Implementation of Council's adopted policies	Office of the CEO	OR10; GR1	BU1001	50%
OPE/05	Providing administrative support service to the Elected Members to meet Council's strategic outcomes	Office of the CEO	OR12	BU1001	50%
OPE/06	Continued support for Annual Australia Day Awards and community events	Office of the CEO	EC15	BU1001	75%
OPE/07	Ongoing implementation of Council's People and Culture Workforce Plan (including Workplace Health and Safety) to guide the engagement, development, management, and performance of Council's human resources utilising activities such as annual employee engagement survey	People & Culture	OR11; OR9; GR15	BU1003	50%
OPE/08	Continued improvement, implementation, and review of Council's Workplace Health Safety ('WHS') System in conjunction with the People and Culture Workforce Plan	People & Culture	OR16	BU1003	50%

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPE/09	Advocate for specialist and community health services to maintain current services at a minimum	Office of the CEO	IN13	1 July 2022	ongoing	BU1001	75%
<p>30 September 2023</p> <p>Advocacy supporting current general practitioner and need for improved health services. Resolutions sent to LGAQ State Conference: The LGAQ calls on the State and Federal governments to collaborate on innovative solutions to urgently address healthcare shortages in regional, rural, and remote Queensland by:</p> <ul style="list-style-type: none"> • Boosting funding and support for public healthcare services and hospitals to ensure effective delivery of hospital and allied health services to all communities. • Expanding existing incentive programs to cover increasing living costs including raising financial incentives to attract General Practitioners (GPs) to live and work in rural and regional communities. • Increasing travel and accommodation allowances for regional patients. <p>31 December 2023</p> <p>All resolutions submitted at LGAQ State Conference. Correspondence from Acting Mayor to Medical Associations and CC relevant Minister advocating for more General Practitioner training in SBRC Region. Lady Bjelke-Petersen Community Hospital and Health Hub Development application submitted and publicly advertised. South Burnett Community Hospital Foundation Limited meeting regularly and advocating for community health outcomes. Darling Downs and West Moreton PHN South Burnett Health and Community Services Meet and Greet held. Council's Health Expo held. Head to Health Mental Health facility progressing.</p>							
OPE/10	Develop an investment ready road map aligning Council priorities to State and Federal government's objectives	Office of the CEO	GR2	1 October 2022	30 June 2024	BU1001	50%

30 September 2023

Feedback and interviews from stakeholders. Data collection well advanced for 1st draft of document to be presented to Council. Dr Tom Keenan continued his work with the development of the investment prospectus along with Ms Sotera Trevaskis from Regional Development Australia who is collating the statistical information to inform the prospectus. Kingaroy Chamber of Commerce has been developing independently to this process a "Path to Prosperity" prospectus.

31 December 2023

Draft Regional Development Action Plan that will enhance the Regional Development Strategy 2021 - 2026 by providing outcomes for each of the agreed strategies and enable a report card to be presented to Council on a regular basis around the delivery of the actions present to Ordinary meeting 13 December 2023 and adopted as amended (Resolution No. 2023/221)

Digital advocacy document 1st draft completed and to be circulated and workshopped with councillors and senior staff in 3rd quarter.

Quotes call for development of the Investment Prospectus with work to be commenced in January 2024 with successful contractor.

OPE/11	Continued advocacy at State and Australian Government for funding for water projects identified in the 25 year economic roadmap.	Office of the CEO	GR12; GR13	1 July 2022	30 June 2024	BU1001	50%
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30 September 2023

Continued advocacy through the REFF process with all projects submitted. Participation in the BBRWA - SAG 14, 15 and 16 Meetings.

31 December 2023

Formal submission made on the Draft Bundaberg Burnett Regional Water Assessment (BBRWA) advocating for projects in the completed Economic Road Map to demonstrate the types of projects that would create a sustainable, prosperous future for our region. This document, which is publicly available, contains significant detail of analysis undertaken through the major stages of work culminating in the Road Map.

OPE/12	Engage key stakeholders conducting advocacy activities to build regional economic diversification in energy transformation, encouraging responsible investment in renewable energy and engagement in energy policy and advocacy for transition of economies impacted by State and Australian Government policies	Office of the CEO	OR5	1 July 2022	ongoing	BU1001 BU1004	50%
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30 September 2023

Continued engagement with the draft Bundaberg Burnett Regional Water Assessment (BBRWA). Advocacy to all levels of government on the Economic Road Map to demonstrate the types of projects that would create a sustainable, prosperous future for our region. South Burnett Regional Council continue negotiations with the State Government and Stanwell regarding Water Allocations.

Submissions made on draft 2023 Queensland Renewable Energy Zone (REZ) Roadmap and the proposed changes to the State Development Assessment Provisions (SDAP) State Code 23: Wind farm development (and the associated planning guidance).

31 December 2023

Meetings held with the proponents of the Kingaroy Solar Farm to discuss opportunities and advocacy for affecting neighbouring properties impacts and rectification works requested. Continued attendance at REFF and LEO meetings and advocating for REFF submissions submitted. Tamurru Solar Farm development application submitted, publicly advertised and approved by Council. Attendance at Stanwell's South Burnett Stakeholder Information Session - Tuesday 28 November 2023. Meeting with company representative and community representatives Tarong West Wind Farm proposal.

OPE/13	Engagement with the State Government Jobs and Energy Plan in particular the Regional Economic Futures Fund	Office of the CEO	EN5; GR14	1 July 2022	30 June 2024	BU1001	50%
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30 September 2023

The South Burnett Regional Council has been proactively investigating approaches to ensure ongoing regional prosperity through the energy transition. Council has developed a 25-year roadmap that will fully respond to the employment and social challenges while the Tarong power station transitions from a coal-fired power station to a green energy hub. South Burnett Just Transition advocacy document submitted to the LEO/REFF process targeted towards the Queensland Energy and Jobs plan set out the Government's plan to transition to a clean energy future.

12 projects submitted through REFF proposal format that the Council has identified including water infrastructure and several enabling projects, that will support our transition to a low-emission future. They are focused on diversifying the economy through the development of enabling infrastructure and net-zero industrial precincts.

31 December 2023

All Council projects submitted for consideration and State Government has advised that they are currently considering over 400 ideas that were captured throughout the engagement, and how they align to the regional priorities and objectives of the Regional Transformation Strategies. Further information has been provided periodically as requested. Formal announcements are expected in early 2024.

OPE/14	Consult with South Burnett Communities for their specific town and village community plans / key priority lists for adoption	Office of the CEO	EC9	1 July 2022	30 June 2024	BU1001	25%
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30 September 2023
 First working draft prepared – to be circulated to senior staff and Councillors for review and feedback on projects this financial year.

31 December 2023
 Format has been circulated for information to an Ordinary Council meeting in the 1st quarter reporting period. Review undertaken of council’s corporate documents to capture potential projects to populate the draft documents.

Council representatives attended and participated in the Red Earth Community Leadership Forum. Significant activity for 2nd quarter reporting period placed into the production and adoption of the annual report.

OPE/15	Establish, support, and develop an Advisory Committee to pursue a Regional University Precinct and Airport Precinct in Kingaroy with purpose to establish a business case and shovel ready project for construction and develop a commercialisation strategy for the Airport Precinct.	Office of the CEO	GR9	1 July 2022	30 June 2024	Subject to Funding	50%
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30 September 2023
 Awaiting release of next round of funding applications in second quarter of this financial year for 10 new Regional University Study Hubs. Concentration on other projects such as the annual report for the first quarter.

31 December 2023
 CUC proposal developed and submitted for funding. Community meeting held with strong community feedback in favour of the proposal. A new Company Limited by Guarantee that meets all the requirements of the 2023 (Cohort 4) Regional University Study Hubs Program including the community owned and body corporate requirements has been created and will be incorporated upon successful grant application. Call put out for board positions has commenced for the new company with Cherbourg Aboriginal Shire Council holding one board position along with South Burnett Regional Council and again this is dependant on successful grant outcome. South Burnett Regional Council will be a member of this new Company Limited by Guarantee with the proposed name of the company being **CUC South Burnett Ltd** (ABN:). The applicant organisation for the 2023 (Cohort 4) Regional University Study Hubs Program will be **CUC South Burnett Ltd** (ABN:) and the application has been developed in partnership with Cherbourg Aboriginal Shire Council.

OPE/16	Advocacy for 2032 Olympic and Paralympic Games Legacy infrastructure opportunities and regional benefits	Office of the CEO	GR6; GR8	1 July 2023	30 June 2024	BU1001	50%
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30 September 2023
 Participation in LGAQ hosted a webinar with the Department of Tourism, Innovation and Sport regarding developing a State-Wide Sports Facilities Inventory ahead of Brisbane 2032. The purpose of the audit is to discover any venues within our Council area that can be added to an inventory of venues suitable for potential events and pre-Games training opportunities in the lead up to Brisbane 2032. Sport and Recreation regional staff have begun the audit process compiling information on venues that meet either state, national, or international standard for Olympic and Paralympic disciplines. 43 venues were submitted as part of this audit.

31 December 2023
 CEO and Cr Schumacher attended 2023 Growing Queensland Business Road Show which showcased the Brisbane 2032 Olympic and Paralympic Games, working with government, transforming your workforce, and mitigating supply chain challenges.

The Queensland State Government released *Elevate 2042: the Brisbane 2032 Olympic and Paralympic Games Legacy Strategy* (Elevate 2042).

OPE/17	Continue development of the Organisational Service Level Catalogue	Office of the CEO	OR11	1 July 2022	30 June 2024	BU1001	25%
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30 September 2023
 Service level review conducted on works, water, and wastewater as part of 2023/2024 budget workshops. Follow up workshop to be organised for parks service levels after business review and service levels presented to council in previous financial year. Customer service, procurement, plant & fleet and rates service levels commenced.

31 December 2023
 Format template developed. A dedicated staff resource has been identified to populate with known information in 3rd quarter of reporting period.

OPE/18	Consult with the community regarding dog registration and animal management (including cats) methodology	Office of the CEO	OR10	1 July 2023	30 June 2024	BU1001	30%
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30 September 2023

Dog park consultation Murgon completed first quarter. Report to the November Ordinary Council meeting on next steps and process.

31 December 2023

The location of 19 Douglas Street, Murgon be reserved for future development of a dog park facility and that consideration of funding the project in the 10-year Building Capital Works program and/or alternative funding opportunities through grants.

Reports to Standing Committee and Ordinary Meetings with resolutions adopted including the following points:

1. Retain the Animals – Domestic and Animals – Other fees and charges as per 2022/23 fees and charges;
2. That the dog registration boundaries remain unchanged;
3. That the dog registration fees and charges be pro-rated from 1 December 2023 to 30 June 2024;
4. That the introduction of a permit system for Hobbyist Breeders and Dog Exhibitors, and dog registrations structure for multiple units and registration boundaries be considered as part of the current Local Law review; and
5. Council drafts a policy as per Local Law 2 Animal Management 2011 Schedule 1 that permits dog breeders to keep more than 6 dogs over the age of 3 months on an allotment which has an area 60700m squared and is not in a designated town area and speaks to the requirements for keeping animals.
6. Workshop to be held in 3rd Quarter to discuss Local Law implication and conduct the consultation in association with the local law review.

OPE/19	Engage key stakeholders and advocacy activities to develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint	Office of the CEO	EN2	1 July 2022	30 June 2024	BU1018	50%
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30 September 2023

A Consultant has been appointed to develop a Climate Change Adaption Strategy. A workshop was held with Council on 4 October 2023 in relation to their input into the Strategy. The Senior Leadership Team ('SLT') are about to be surveyed on the current and emerging initiatives that have been or could be implemented to reduce Council's energy and carbon footprint.

31 December 2023

Mead Perry Group has been appointed to develop a Climate Change Adaption Strategy. The Strategy will support the recently adopted Environmental Sustainability Policy. A workshop has been recently held with Council which will assist in the development of the Strategy. Engagement with SLT regarding:

- Past projects, practices and initiatives that demonstrate consideration of climate change;
- Existing projects, practice and initiatives that are contributing to improved climate change outcomes;
- Projects or initiatives that have been identified that will be considered in the future that will improve climate change outcomes.
- Any other thoughts on the content of the Strategy would also be appreciated.

OPE/20	Engage suitably qualified organisation to deliver Fraud & Corruption prevention training for elected members and senior staff	People & Culture	OR2	1 July 2023	30 June 2024	BU1003	50%
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30 September 2023

People & Culture in conjunction with Governance are reviewing suitably qualified organisations to engage to implement the training.

31 December 2023

Active participation in Fraud Awareness Week, which ran from 12-18 November 2023. Organising training for the 2nd half of the reporting period for Supervisors, Management and Councillors. This training will be rolled out in the 4th quarter of the reporting period and after the 2024 Local Government Elections and will become part of the induction programme for the new council term.

OPE/21	Continue to develop and engage an employee value proposition linking to Council's People and Culture Workforce Plan for positive recruitment and retention outcomes	People & Culture	OR11	June 2021	Ongoing	BU1003	25%
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30 September 2023

Work continues the ongoing review and updating of the Workforce Plan, however, due to the higher than usual level of turnover, the focus is on recruitment strategies to ensure Council is adequately staffed to undertake the duties. The WHS Safety Management System is in the final stages of review with a Kitney program chosen as the best fit and value for money with Council. Reviews continue with final stages of the project to be reviewed by ICT prior to purchase and implementation.

31 December 2023

The People & Culture Workforce Plan remains under development, with a focus moved to retention and recruitment opportunities. Turnover continues to increase and exit interviewing is not identifying any patterns to assist Council to improve retention. Staff are leaving for various reasons with no trends emerging. Leadership training has continued during the period to foster strong leaders within the teams, ensuring stronger management of staff and staffing matters, to assist in staff's wellbeing at work. WHS Management system is in the final stages of implementation and WHS staff will begin developing the system and inputting data in January 2024.



Finance & Corporate Annual Operational Plan 2023/24

- Mission:** To provide excellent financial, corporate services and Information technology services/advice to enable our organisation to achieve its goals
- Officer Responsible:** General Manager Finance & Corporate
- Responsibilities:** Department Management, Corporate Services, Insurance, Governance, Customer Service, Property & Rating, Procurement & Stores, Financial Planning & Sustainability, Asset Management, Plant & Fleet Management, ICT & Business Systems



Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPFC/01	Maintain Council's call centre and customer service delivery across the customer service centres of Blackbutt, Nanango, Kingaroy, Wondai / Murgon, Proston	Corporate, Governance & Strategy	EC5	BU1159	50%
OPFC/02	Manage the periodical review and progress update of Council's 2023/24 Annual Operational Plan	Corporate, Governance & Strategy	OR1	BU1159	50%
OPFC/03	Manage the development of Council's 2024/25 Annual Operational Plan aligned to Council's budget development process	Corporate, Governance & Strategy	OR1	BU1159	10%
OPFC/04	Manage the provision of delegations, sub-delegations and Local Government Worker / Authorised Persons governance processes	Corporate, Governance & Strategy	OR2	BU1159	50%
OPFC/05	Process Right to Information / Information Privacy applications in accordance with legislative requirements and provide awareness training to the organisation	Corporate, Governance & Strategy	OR2	BU1159	50%
OPFC/06	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets	Corporate, Governance & Strategy	OR2	BU1159	50%
OPFC/07	Capture and correctly manage Council's corporate documents using recordkeeping good practice and promoting such to the organisation	Corporate, Governance & Strategy	OR2	BU1159	50%
OPFC/08	Manage and maintain the legal proceedings/legal advice and corporate registers and maintaining the budget for engagement of legal services	Corporate, Governance & Strategy	OR2	BU1159	50%

OPFC/09	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy	Corporate, Governance & Strategy	OR2	BU1159	50%
OPFC/10	With the support of Council's departments, implement Council's Customer Service Charter	Corporate, Governance & Strategy	OR8	BU1159	50%
OPFC/11	Manage Council's Insurance policies and claims	Corporate, Governance & Strategy	OR13	BU1159	50%
OPFC/12	Deliver sound corporate risk management and internal audit functions aligning to Council policy	Corporate, Governance & Strategy	OR15	BU1159	50%
OPFC/13	Provide information in monthly meeting reports surrounding the financial sustainability ratios which are mandated under the <i>Local Government Regulation 2012</i> in the financial management (sustainability) guidelines	Finance & Sustainability	OR5	BU1011	50%
OPFC/14	Encouragement and development of the local Market Place by establishing a healthy register of what the local Market Place can provide to Council by way of goods or services committing a target to local spend	Finance & Sustainability	GR11	BU1012	25%
OPFC/15	Development of annual budget. Compliance with budget limits. Regular quarterly budget revisions. Monthly reporting of budget variations to Council in monthly financial report	Finance & Sustainability	OR5	BU1011	50%
OPFC/16	Maintain and monitor 10-year long term financial plans reporting to Council through monthly financial reports	Finance & Sustainability	OR5	BU1011	50%
OPFC/17	Debt Recovery - Continue to follow up on outstanding debt to not place an unfair burden onto rate payers who meet their obligations in full	Finance & Sustainability	OR5	BU1011	50%



OPFC/18	Develop and map strategies to bring Council budget into surplus within long term forecast	Finance & Sustainability	OR5	BU1011	25%
OPFC/19	Zero-based budgeting	Finance & Sustainability	OR7	BU1011	25%
OPFC/20	Deliver an unqualified Audit	Finance & Sustainability	OR5	BU1011	100%
OPFC/21	Annual Financial Statements developed and delivered in both accordance and compliance with relevant Accounting Standards and Legislation	Finance & Sustainability	OR5	BU1011	100%
OPFC/22	Strategically upgrade and improve Council information technology systems and hardware	ICT & Fleet	OR3	BU1017	50%
OPFC/23	Data Security Review including, Cyber Security. Ensure the provision of appropriate security systems (including cyber security) protect Council's data and information	ICT & Fleet	OR15	BU1017	50%
OPFC/24	Develop and manage Business Systems and Projects (Project T2 and sub-projects)	ICT & Fleet	OR3; OR15	BU1160	50%
OPFC/25	Utilisation and operation of Council's Workshops	ICT & Fleet	OR13	BU1016	50%
OPFC/26	Effectively manage and maintain Council's Plant and Fleet (Operational & Capital) including fully expended capital budget	ICT & Fleet	OR13	BU1016	60%



Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPFC/27	Delivery of the policy framework to support the facility booking project in collaboration with internal stakeholders.	Corporate, Governance & Strategy	OR2	1 July 2023	30 June 2024	BU1159	40%
<p>30 September 2023</p> <p>Process of facility booking has been reviewed and internal stakeholders consulting to finalise the process by end of 2nd quarter. Business Systems team have investigated systems options pending review of process.</p> <p>31 December 2023</p> <p>Meeting held with stakeholders to discuss new structure for fees and charges to support on-line booking. Demonstration of online booking system held on 14 December 2023. Indicative fee structure/schedule requested.</p>							
OPFC/28	Comprehensive review of Customer Service resourcing and customer service delivery including review of all functionalities including library interaction, afterhours service and telephony options	Corporate, Governance & Strategy	OR9	1 July 2023	30 June 2024	BU1159	30%
<p>30 September 2023</p> <p>Customer service vacancies filled and new officers in training. Coordinator role advertised and in recruitment process. QGAP Services training for additional back-up staff.</p> <p>31 December 2023</p> <p>Coordinator commenced 2 January 2024. Vacancies to be reviewed. Tender documents for afterhours services being drafted and to be released early 2024.</p>							
OPFC/29	Maintain current governance framework and processes of Internal Audit Committee and function	Corporate, Governance & Strategy	OR15	1 July 2023	30 June 2024	BU1159	50%
<p>30 September 2023</p> <p>Governance framework and process of Internal Audit Committee functions maintained.</p> <p>31 December 2023</p> <p>EOI for independent members of the Corporate Risk and internal audit advisory committee to progress in the third quarter.</p>							

OPFC/30	Provide governance support to identified strategic projects within Council	Corporate, Governance & Strategy	OR2	1 July 2023	30 June 2024	BU1159	50%
<p>30 September 2023 Support provided to strategic projects when required.</p> <p>31 December 2023 Support provided including Local Law review.</p>							
OPFC/31	Investigate developing a register of third party access external to Technology One (transactional portals)	Corporate, Governance & Strategy	OR13	1 July 2023	30 June 2024	BU1159	0%
<p>30 September 2023 Not started – 2nd quarter investigation across internal departments, Quarter 3 – develop register.</p> <p>31 December 2023 Investigation across internal departments commenced, Quarter 4 – develop register.</p>							
OPFC/32	Perform a review of internal dividends to determine best practice for calculation of budgeted dividends	Finance & Sustainability	OR5	1 July 2023	30 June 2024	BU1011	0%
<p>30 September 2023 Not started – will begin closer to budget deliberations.</p> <p>31 December 2023 This project will be looked at by the finance department during the January to March 2024 period.</p>							
OPFC/33	Review of rates processes with a view to increased automation and staff training with TechOne to enable superior reporting	Finance & Sustainability	OR13	1 July 2022	30 June 2024	BU1011	35%



<p>30 September 2023</p> <p>Rates working with Business Systems to develop. Training on reporting will commence in Quarter 2. A health check on Council's rates processes will be performed during the financial year as a starting point to determine correct configuration and whether processes are carried out in the most efficient manner.</p> <p>31 December 2023</p> <p>Health check underway with TechOne. Health check will then determine what training and processes may need changing.</p>							
OPFC/34	Investigate options for water meter reading mapping and ease of access to existing water meters	Finance & Sustainability	OR13	1 July 2023	30 June 2024	BU1011	50%
<p>30 September 2023</p> <p>The water meter reader has been working with IT to utilise the current app that has been developed to provide accurate location data of water meters. This is being tested and then will be utilised going forward.</p> <p>31 December 2023</p> <p>Water meter mapping and location has been utilised as part of the November/December water meter reads for areas that the staff water meter reader has read. Once everything is working properly, the areas not read by the staff water meter reader will be then mapped.</p>							
OPFC/35	Implementation of Phase I of Centralised Procurement including investigation into transition to CiAnywhere's Procure to Pay	Finance & Sustainability	OR13	1 July 2022	Ongoing	BU1012	50%
<p>30 September 2023</p> <p>Council has engaged Mead Perry to assist the procurement team in determining the options for centralised procurement as well as a pathway to implementation. This work will begin in October 2023.</p> <p>31 December 2023</p> <p>Report from Mead Perry has been finalised and provided to Procurement for review. Recommendations will be looked at and implementation</p>							
OPFC/36	Continue with the staged implementation of the Council endorsed rating strategy	Finance & Sustainability	OR14	1 July 2022	Ongoing	BU1011	0%
<p>30 September 2023</p> <p>The current rating strategy will be used for the basis of the draft budget for 2024/2025. More specific work on any changes to rating categories won't be performed until after the election.</p> <p>31 December 2023</p> <p>2024/2025 budget and rating strategy will begin during from January 2024 onwards.</p>							



OPFC/37	Collaboration with Business Systems to transition financials including accounts payable and accounts receivable across to CiAnywhere	Finance & Sustainability	OR13	1 July 2023	1 July 2024	BU1011	50%
<p>30 September 2023</p> <p>Initial consultation has been performed with TechOne. Project timelines and pathway to transition is set to be discussed by finance and business systems on 11 October 2023.</p> <p>31 December 2023</p> <p>Training has been done with key finance staff. User acceptance testing to be completed in early 2024 to then iron out any configuration changes before progressing.</p>							
OPFC/38	Communication strategy regarding financial performance on a quarterly basis	Finance & Sustainability	OR5	1 July 2023	1 July 2024	BU1011	10%
<p>30 September 2023</p> <p>Finance to work with ELT to determine a communication strategy.</p> <p>31 December 2023</p> <p>Finance are looking to have a communication strategy in place for 2nd quarter results.</p>							
OPFC/39	Organisational review of Council depots and workshops for efficiency gains	Finance & Corporate ICT & Fleet	OR5 OR13	1 July 2023	30 June 2024	BU1020 BU1016	50%
<p>30 September 2023</p> <p>Commenced fleet numbers per workshop, staff identified. Audit of fleet number per workshop location commenced. Comparison of fleet servicing (internal vs external) commenced, further analysis of information collected to be carried out.</p> <p>31 December 2023</p> <p>Apprenticeship and mechanic position recruitment process underway. Servicing pricing obtained data to be analysed. Steel stock inventory reviewed, and bulk purchase activity adopted.</p>							
OPFC/40	Collaboration with Finance to transition financials including accounts payable and accounts receivable across to CiAnywhere	ICT & Fleet	OR13	1 July 2022	Ongoing	BU1160	50%



30 September 2023							
CiAnywhere Financial Core Transition project is underway and is currently in the discovery phase. Meeting to be organised with finance stakeholders to work through access & permissions before moving to the configuration phase. Initial workshops to be conducted through during October 2023.							
31 December 2023							
Business systems have completed training with TechnologyOne. Training content currently being drafted for internal stakeholders. Looking to go live 3rd quarter FY. Procure to pay identified as an area of development to fully implement Accounts payable with CiA. Further investigation underway to identify predicted timeframe							
OPFC/41	Delivery of compliant user profile delegation matrix within Technology One	ICT & Fleet	OR13	1 July 2023	Ongoing	BU1160	90%
30 September 2023							
Financial Delegations dashboard & report created to reconcile financial delegations between TechOne and Corporate Governance records monthly. System access profiles are also monitored monthly to identify any users left active incorrectly. Permissions and profile function access will be reviewed and adjusted as part on ongoing module transitions to CiAnywhere.							
31 December 2023							
Process implemented and adhered to. Monitored monthly and recorded in ECM.							
OPFC/42	Delivery of Facility Booking System project in collaboration with internal stakeholders	ICT & Fleet	OR13	1 July 2023	30 June 2024	BU1160	90%
30 September 2023							
Asset booking solution is not suitable for Hall Bookings however it is due to be released for use with Pool Vehicle booking processes. Hall booking activity to be further pursued by relevant department.							
31 December 2023							
Alternative solution being investigated with governance and ICT.							
OPFC/43	Investigate the options for Customer Online Access (ie self-service portal)	ICT & Fleet	OR13	1 July 2023	30 June 2024	BU1160	90%



30 September 2023							
Council Connect has been configured as an external portal where customers can lodge their own requests online. Additional customer functionality will be added as more customer focused sections of CiAnywhere are implemented (ie. animals, applications, recruitment).							
31 December 2023							
Interactive mapping to allow public enquiries into town planning related data underway and set for release end of 3 rd quarter.							
OPFC/44	Realise business improvements through the use of Council's Microsoft Office 365 Systems Software	ICT & Fleet	OR13	1 July 2022	Ongoing	BU1017	50%
30 September 2023							
Investigate and further improve the use of Powerapps and Power Bi. Sourcing of vendor for SharePoint development pathway underway. Investigate alternative SIP trunks termination points to reside with cloud vendors, to replace existing on-premise solution.							
31 December 2023							
Meeting with vendors to identify and confirm the pathway forward e.g migrating to existing site to cloud. Power app being utilised by rates water meter reader, minor support and software tweaks have been required.							
OPFC/45	Reporting on strategic upgrades and improved Council information technology systems and hardware	ICT & Fleet	OR13	1 July 2023	Ongoing	BU1017	50%
30 September 2023							
Mimecast, CRM, printing report generated monthly for SLT to discuss next course of action as required. Further development into Council 0365 SharePoint commenced investigation phase. ICT a stakeholder with the P+C WHS management system project.							
31 December 2023							
WHS sharepoint site with external vendor ICT on standby as needed. ICT Capex 80% expended , NetApp (G:drive) data migration scheduled for 3 rd quarter							



Infrastructure Annual Operational Plan 2023/24

- Mission:** The provision of quality services and infrastructure that is planned, provided and managed on sound asset management principles and adopted levels of service.
- Officer Responsible:** General Manager Infrastructure
- Responsibilities:** Department Management, Infrastructure Planning, Roads & Drainage, Water & Wastewater, Disaster Management



Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPI/01	Continuation of Implementation of a Maintenance Management Plan for Transport Assets (Continued improvement of prioritised maintenance programme incorporating timely defect inspection and management of defect backlog)	Infrastructure Works	EC2; OR3	BU1110	50%
OPI/02	Provide funding and facilitate the ongoing development of the local SES groups within the region	Infrastructure	EC6	BU1048	50%
OPI/03	Lead and Administer the Local Disaster Management Group for the South Burnett	Infrastructure	EC15	BU1048	50%
OPI/04	Review current Asset Management Plan and strategy for transport assets (Review of current asset management plan and methodologies including options for rationalisation)	Infrastructure Works / Infrastructure Planning	IN1; IN2; OR3	BU1110 BU1107	25%
OPI/05	Review current Asset Management Plan and strategy for Water and Wastewater assets (Asset management plan developed in accordance with Council and community service levels)	Water & Wastewater / Infrastructure Planning	IN7; OR3	BU1115 BU1127 BU1107	25%
OPI/06	Operate water and wastewater infrastructure in accordance with approved operations manuals and public health requirements and statutory timeframes for reporting achieved	Water & Wastewater	IN7	BU1115 BU1127	75%
OPI/07	Review and comply with customer service standards for water and wastewater infrastructure (Completed review is advertised for customer feedback and posted on web site as required by the regulator)	Water & Wastewater	IN7	BU1115 BU1127	50%
OPI/08	Update/prioritise 10 year works programme for the replacement, upgrade and construction of new and existing water and wastewater assets with allocation of funding to develop, plan & design (10 year works program completed in accordance with asset management strategy)	Water & Wastewater	GR3	BU1115 BU1127	50%

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPI/09	Develop and implement service standards for Central Business District ('CBD') cleaning and maintenance regime	Infrastructure Works & Parks	EC2	1 July 2022	30 June 2024	BU1110 PARKS	100%
<p>30 September 2023 Service standards developed, with new cleaning and maintenance regime commencing October/ November 2023.</p> <p>31 December 2023 Item has been completed.</p>							
OPI/10	That South Burnett Regional Council develop as part of its operational plan a dust sealing policy	Infrastructure Works	IN1	1 July 2022	30 June 2024	BU1110 BU1107	25%
<p>30 September 2023 Under development.</p> <p>31 December 2023 Under development.</p>							
OPI/11	Review of Unmade Road Policy	Infrastructure Works	IN1	1 July 2023	30 June 2024	BU1110 BU1107	75%
<p>30 September 2023 Under development.</p> <p>31 December 2023 Policy reviewed and to be adopted by Council.</p>							
OPI/12	Review underutilised parkland	Infrastructure Planning / Works	IN9	1 July 2023	30 June 2024	BU1110 BU1107	50%

<p>30 September 2023</p> <p>Preliminary investigations have commenced with operations and functions of Adermann Park with community consultation to occur in November 2023.</p> <p>31 December 2023</p> <p>December 2023 General Council Meeting resolution to extend the community consultation into May 2024 allowing time to review traffic behaviour and community feedback. This feedback will inform future capital and operational budgets.</p>							
OPI/13	Continued development of digital transformation and capacity - advocate for fibre expansion - Mobile telecommunication black spots - EV superhighway and charging stations	Infrastructure Planning	GR10	1 July 2021	30 June 2024	BU1107 ECON DEV	50%
<p>30 September 2023</p> <p>Advocate for Fibre expansion - Fibre Expansion currently being proposed under REFF. Mobile telecommunication black spots - No updates for blackspots at this time. EV superhighway and charging stations - Signed Letter of Intent has been sent to NRMA as endorsed by Council at the 7 June 2023 council meeting and advised we are in support of new EV station at 45 Henry Street, Nanango. Council will continue to work with NRMA in siting the shared area for the station in the western bay and also negotiate terms of conditions for the Licence to Occupy (LTO).</p> <p>31 December 2023</p> <p>Ongoing discussions with NRMA are occurring.</p>							
OPI/14	Council works with DTMR to develop and present options about heavy vehicle routes around Kingaroy and the CBD for discussion with stakeholders	Infrastructure Planning	EC3	1 July 2022	30 June 2025	BU1107	50%
<p>30 September 2023</p> <p>In progress, ongoing discussions have been held with TMR about creating a strategy to detour heavy vehicles around the Kingaroy CBD and an action plan is being developed for delivery to the community with TMR.</p> <p>31 December 2023</p> <p>Presentation to DTMR in October and correspondence sent to TMR regarding the strategy of managing heavy vehicles around the Kingaroy CBD.</p>							
OPI/15	Advocate for and seek funding to support improvements to urban water security, irrigation water projects and Gordonbrook water safety - dam wall spillway and Nanango	Infrastructure - Water & Wastewater	GR13	1 July 2023	Ongoing	BU1118	50%

30 September 2023

AFC and allocation advocacy documents currently being completed and in progress.

31 December 2023

Draft modelling undertaken and draft report received by Council to review. Enquiries have commenced to identify suitable resources to conduct the independent review. Deputation is planned with Acting Director General, Department of Regional Development, Manufacturing and Water.



Liveability

Annual Operational Plan

2023/24

- Mission:** To enhance the liveability of the South Burnett region via the provision of community services & facilities; sustainable environmental practices; appropriate planning & regulatory controls and initiatives that enhance community wellbeing and lifestyle
- Officer Responsible:** General Manager Liveability
- Responsibilities:** Department Management, Environment & Waste, Natural Resource Management, Planning & Land Management, Community Development, Libraries, Property & Facilities, Parks & Gardens



Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPL/01	Support community development and wellbeing through delivery of Council's Community Grants programme	Community & Lifestyle	EC16	BU1136	90%
OPL/02	Enable free and equitable access to library facilities, services and programs for all members of the community to support the learning, recreation and social needs of the community	Community & Lifestyle	EC5	BU1069-1076	50%
OPL/03	Promotion and operation of Council owned heritage, arts, visitor information centres and tourism assets including Council's tourist facilities at Boondooma and Bjelke-Petersen Dams	Community & Lifestyle	GR5; GR7	BU1004 BU1008 BU1009 BU1057 BU1058	50%
OPL/04	Provide well planned and maintained open space, parks and rail trails network to meet the recreation and social needs of the community	Community & Lifestyle, Facilities & Parks	EC1; EC5	BU1101 BU1102 BU1137	15%
OPL/05	Maintain and improve Council's cemeteries to meet community standards	Community & Lifestyle	IN14	BU1104	50%
OPL/06	Maintain and improve Council's Saleyards to meet community standards	Community & Lifestyle	IN11	BU1007	40%
OPL/07	Actively manage Council's aerodromes to meet service standards and compliance	Community & Lifestyle	IN15	BU1005	40%
OPL/08	Explore partnership opportunities to support local volunteer groups	Community & Lifestyle	EC5; EC6	BU1136	50%
OPL/09	Advocate for and pursue opportunities for mental health and suicide prevention initiatives and projects that support community well-being	Community & Lifestyle	EC9, EC11	BU1136	50%

OPL/10	Administration of legislative functions including but not limited to food safety, public health licencing, environmental authority registrations, customer request management, regulation of council's local laws and mosquito management	Environment & Planning	EN8; EN10; EC14	BU1077 BU1138 BU1146 BU1147 BU1163	50%
OPL/11	Manage biosecurity and pest (weed & animal) management programmes including supporting biosecurity and natural resource management initiatives and strategies	Environment & Planning	EN4, EN7, EN9	BU1100 BU1169	50%
OPL/12	Provision of acceptable, cost effective and environmentally responsible waste management services including collection services and waste disposal facilities	Environment & Planning	EN3	BU1078 - BU1099 BU1164 BU1165	50%
OPL/13	Participate in Regional Wide Waste collaboration	Environment & Planning	EN3	BU1078 - BU1099 BU1164 BU1165	50%
OPL/14	Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels	Facilities & Parks	EC5, IN10	BU1018	25%
OPL/15	Maintain Council's swimming pools across the region	Facilities & Parks	EC5	BU1025 - BU1030	50%



Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/16	Develop a Local Housing Action Plan	Community & Lifestyle	GR5	1 July 2023	31 March 2024	BU1136	80%
<p>30 September 2023 Council has completed the first engagement with the Department, worked with LGAQ officers to complete the first draft of the plan. The plan has been returned to the State for feedback. On completion of this the report will be provided to a small working group prior to being presented to Council for endorsement.</p> <p>31 December 2023 Final Draft received back from the Department in preparation for presentation to Council.</p>							
OPL/17	Finalise a South Burnett Regional Arts, Culture and Heritage Strategic Plan	Community & Lifestyle	EC4	1 July 2022	30 December 2023	BU1136	75%
<p>30 September 2023 Council has engaged a contractor to complete the final stage of co-designing the community consultation. The engagement session was completed on the 23 September 2023.</p> <p>31 December 2023 The final draft Strategic Plan has been developed for recommendation to the Art, Culture and Heritage Committee prior to going to Council meeting.</p>							
OPL/18	Development of a Reconciliation Action Plan to sustainably and strategically take meaningful action to advance reconciliation	Community & Lifestyle	EC10	1 July 2022	30 June 2024	BU1047	20%
<p>30 September 2023 The intention to develop a Reconciliation Action Plan has been registered with Reconciliation Australia.</p> <p>31 December 2023 Staff to work with Reconciliation Australia to develop an Innovate RAP.</p>							
OPL/19	Engagement with local senior groups to develop strategies to facilitate a region for aging in place and meaningful community contribution seeking external funding	Community & Lifestyle	EC13	1 July 2022	30 June 2024	BU1136 BU1070	40%

<p>30 September 2023</p> <p>Council's Libraries work with Orana aged care to provide mobile library loans and are developing options for rolling out to other aged care providers in the region. Council's Libraries are utilised by a range of seniors groups for activities, connections and networking and meeting place for My Aged Care providers.</p> <p>31 December 2023</p> <p>Council continues to liaise with Aged Care providers.</p>							
OPL/20	Investigate partnerships between Council and service providers facilitating assistance for homeless persons	Community & Lifestyle	EC14	1 July 2022	30 June 2024	BU1136	50%
<p>30 September 2023</p> <p>Council is awaiting outcome of Category C DRFA funding to complete a partnership project focused on outreach and psychological services to people living rough or homeless in Council's 24 stop overs, parks and facilities. Council is investigating a request to acquire the Qld Health Building.</p> <p>31 December 2023</p> <p>To continue to liaise with relevant community organisations.</p>							
OPL/21	Advocate for and facilitate wellbeing events across the region supporting our youth through Council's Youth Council	Community & Lifestyle	EC8	1 July 2022	30 June 2024	BU1136	50%
<p>30 September 2023</p> <p>The community development team have supported the Youth Council to deliver Pigs Can Fly art competition and PIG Jam as part of the Kingaroy Baconfest. Furthermore, the Youth Council have presented to the KCCI at a meet and greet and provided feedback to Council on youth engagement and regional youth programs.</p> <p>31 December 2023</p> <p>A Health and Wellbeing Expo was held in November 2023.</p>							
OPL/22	Advocate for and pursue opportunities for disaster recovery and resilience initiatives and projects that support local and regional resilience outcomes	Community & Lifestyle	EC7, EC9, EC15	1 July 2023	30 June 2024	BU1136	60%

30 September 2023

In partnership with Red Cross, the Pillowcase project has been delivered in Moffatdale, Cloyna, St Joseph's Murgon, Winderera and Proston. Coffee Cake and Chat was delivered in Murgon in partnership with the Black Dog Institute to raise awareness of mental health in the community. The internal working group are finalising the delivery of Day at Dam funded by Category C DRFA funding. BIEDO has deliver primary producer workshops on behalf of Council.

31 December 2023

BIEDO have delivered seven (7) out of ten (10) Primary Producer workshops through the partnership with Council. Divisional Health and Wellness events have been delivered in all six (6) Councillor Divisions in November and December increasing community recovery and resilience through opportunities for communities to become more connected following recent events. Planning for delivery of the remaining events funded by the DRFA has commenced with a view towards engaging with local communities and the various demographics within these.

OPL/23	Create a pipeline of 'shovel ready' projects that support asset management principles and liveability outcomes for the community	Community & Lifestyle, Facilities & Parks	GR3	1 July 2022	30 June 2024	BU1018	25%
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30 September 2023

Information provided to Infrastructure for the development of project scope to complete precinct planning for the Kingaroy Aerodrome plan to be considered under State funding allocated for the transition from coal to renewable energy.

31 December 2023

Council has completed the master plan and community consultation for Kumbia Apex and Sportsground, Kingaroy Memorial Park and Swimming Pool, Carew Park, Benarkin First Settlers Park, Blackbutt Les Muller Park, QE Park Murgon, Lions Park Kingaroy which provides direction to future priorities for liveability projects.

OPL/24	Partnership with industry led tourism and economic development organisations	Community & Lifestyle	GR6	1 July 2022	Ongoing	BU1004	85%
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30 September 2023

A report with recommendation for a renewed agreement with Visit South Burnett was provided to the August Liveability, Governance and Finance Standing Committee. The report has been laid on the table and a request for VSB to attend a community engagement day is to be extended. Partnership opportunities are explored with BIEDO to look at future economic investment, recovery and resilience projects.

31 December 2023

Meeting organised for the 3rd quarter to work with Visit South Burnett on Service Level Agreement. Kingaroy Chamber of Commerce to deliver a unique regional identifier project for the region.

OPL/25	Investigate options for future operation and/or commercialisation of Council's Tourist Dam Facilities.	Community & Lifestyle	GR7	1 July 2022	30 December 2024	BU1008 BU1009	50%
<p>30 September 2023</p> <p>The contract for Dam management services was released for tender and the successful tenderer commenced on 1 July 2023. The first evaluation period will be in October 2023.</p> <p>31 December 2023</p> <p>Managers in place and occupancy rates have been good. Reporting in place to monitor.</p>							
OPL/26	Investigate options for future operation and/or commercialisation of Council's Coolabunia saleyard facilities, including a full review of operational and capital expenditure	Community & Lifestyle	IN1, IN12	1 July 2023	30 December 2024	BU1007	50%
<p>30 September 2023</p> <p>Operational budget has been reviewed monthly with reports to Council to refine fees and charges in transshipping fees for small operators and the decline of the request to waive consignment fees for 'ticky' cattle post sale. The September store sale was cancelled due to limited cattle numbers, reflective of the declining cattle market and seasonal conditions. Capital works program is currently on budget and meeting project milestones.</p> <p>31 December 2023</p> <p>During the quarter October and December sale was cancelled due to low numbers. Council continues to upgrade facility as per the capital works budget.</p>							
OPL/27	Deliver and complete acquittal of the Federal Government Blacksummer Bushfire Grant – Community Connection – Local Built	Community & Lifestyle	EC16/EC6	1 July 2023	30 April 2024	BU1136	75%



30 September 2023							
The Community Development team have delivered as part of the Social Recovery and Resilience Stream the Shine by Design, and Men’s Mental Health BBQ, (mental health workshops), Harmony Dat and winter wellness program and community duathlon and subscription to My Community Directory have been delivered. As part of the Economic Recovery and Resilience Stream, the community grants officer is working with all grant recipients to complete successful acquittals for the Local Built Small grants program and the Façade improvement program. Stakeholder engagement has been completed for the Regional Development Action plan and Investment Prospectus.							
31 December 2023							
The Community Development team have delivered as part of the Social Recovery and Resilience South Burnett Health & Wellbeing Expo, Leaving Jackson, My Community Directory, Grant Guru have been delivered. As part of the Economic Recovery and Resilience Stream, the Community Development Team is working with all grant recipients to complete successful acquittals for the Local Built Small grants program and the Façade improvement program.							
OPL/28	Develop a digital solution for customer enquiries and deliver an audit of Council’s cemetery records.	Community & Lifestyle	IN14	1 July 2024	30 June 2024	BU1104	15%
30 September 2023							
A review of request for quotes is ongoing for GIS services to compliment the work of undertaking the audit of cemetery records.							
31 December 2023							
Work in progress to investigate software packages available.							
OPL/29	Council advocacy for mental health and suicide prevention programme working with community stakeholders and government	Community & Lifestyle	IN13; EC11	1 July 2022	30 June 2024	BU1001	100%
30 September 2023							
Council continues to work with community partners and the newly commissioned Head to Health to be located in Kingaroy to advocate for mental health and suicide prevention programs. This along with the work completed under the Black Summer Bushfire grant and Disaster Recovery grant to date completes this item for 2023/2024.							
31 December 2023							
Completed.							
OPL/30	Review and update Council's Local Government Infrastructure Plan ('LGIP') trunk infrastructure forward works schedules	Environment & Planning	GR8	1 July 2022	30 June 2024	BU1055	50%



<p>30 September 2023 Review has commenced.</p> <p>31 December 2023 Review commenced.</p>							
OPL/31	Community education and awareness on illegal dumping and littering; including investigation and enforcement	Environment & Planning	EN3	1 July 2022	30 June 2024	BU1165	50%
<p>30 September 2023 Compliance Officer continuing investigation customer requests and acting as required. Report to Council on 6 September 2023 on the program to date.</p> <p>31 December 2023 Compliance Officer continuing investigation of customer requests and acting as required.</p>							
OPL/32	Investigate on-line lodgement and tracking of development applications (including building and plumbing applications)	Environment & Planning	OPL/09	1 July 2023	30 June 2024	BU1055	25%
<p>30 September 2023 Project has not yet commenced.</p> <p>31 December 2023 Initial scoping of project commenced.</p>							
OPL/33	Engage key stakeholders to facilitate identified affordable housing projects	Facilities & Parks	IN9	1 July 2022	30 June 2024	BU1018	75%
<p>30 September 2023 Agnes Street, Kingaroy vacant land has been held by Council to investigate options for Affordable Housing opportunities.</p> <p>31 December 2023 Submitted a funding application under the Safe Places Emergency Accommodation Program (Inclusion Round) for 4 x multi unit dwellings with 2 bedrooms/1 bathroom and garage configuration to be built on Council land. This project is to address the need for emergency accommodation across the South Burnett Region, multiple blocks of land have been identified as potential locations for safe accommodation. The towns of Murgon, Kingaroy, Nanango and Blackbutt have been identified as key locations requiring safe accommodation through meetings with South Burnett CTC (CTC) and from community consultations with key stakeholders.</p>							
OPL/34	Implement the new waste collection contract to ensure a smooth transition from 1 July 2024.	Environment & Planning	EN3	1 July 2023	30 June 2024	BU1165	60%



<p>30 September 2023</p> <p>Council appointed JJ's Waste & Recycling to commence from 1 July 2024. Contract is being finalised prior to signing by both parties.</p> <p>31 December 2023</p> <p>Council met with JJ Richards in October to implement the mobilisation plan. Various documentation has been sent to Council for review.</p>							
OPL/35	Investigate utilisation of Wooroolin Tennis Courts including options for disposal to fund development of a future Wooroolin Skate Park	Facilities & Parks	EC1	1 July 2022	30 June 2024	BU1137	50%
<p>30 September 2023</p> <p>Council met with some Wooroolin stakeholders in the 1st quarter to look at options and improvements needed in Wooroolin for youth. Stakeholders have expressed interest in discussing the Tennis Courts and Rail Trail land once more information is available on skate park size and costs. Second meeting to be held in 2nd quarter.</p> <p>31 December 2023</p> <p>Council approved funding for the learn to skate day through Disaster Recovery Funding Arrangements (DRFA) at Wooroolin Tennis Courts and Kingaroy Skate Park. Great attendance of children at both skating activities and great discussions about activating the use of the Wooroolin Tennis Courts for recreation activities.</p>							
OPL/36	Development, adoption and commence implementation of the SBRC Regional Development Action Plan	Community & Lifestyle	GR1	1 October 2022	30 June 2024	BU1001	90%
<p>30 September 2023</p> <p>Stakeholder engagement has been completed for the Regional Development Action plan.</p> <p>31 December 2023</p> <p>Draft Regional Development Action Plan that will enhance the Regional Development Strategy 2021 - 2026 by providing outcomes for each of the agreed strategies and enable a report card to be presented to Council on a regular basis around the delivery of the actions presented to Ordinary meeting 13 December 2023 and adopted as amended (Resolution No. 2023/221).</p>							
OPL/37	Adopt and implement the South Burnett Local Government Area Biosecurity Plan to drive increased stakeholder coordination and commitment to proactively manage invasive pest species.	Environment & Planning	EN4	1 July 2023	30 June 2024	BU1100	90%



<p>30 September 2023 Biosecurity Plan in the process of being finalised prior to presentation to Council.</p>							
<p>31 December 2023 Disseminated for feedback and input to the Natural Resource Management Team and then to EMT for feedback, prior to Council approval.</p>							
OPL/38	Review Council's Local Laws to ensure relevance to the region and understanding by Council and the community	Environment & Planning	EN10	1 July 2023	30 June 2024	BU1146	50%
<p>30 September 2023 Consultant appointed to be the project lead on this project – pre-start meeting has been held and a review has commenced.</p>							
<p>31 December 2023 Consultant appointed to be the project lead– pre-start meeting has been held and a review has commenced.</p>							
OPL/39	Review service delivery operations within Council's animal management functions and investigate initiatives to promote responsible pet ownership	Environment & Planning	EN10	1 July 2023	30 June 2024	BU1146	50%
<p>30 September 2023 Report being presented to October 2023 Ordinary Meeting of Council for further discussion.</p>							
<p>31 December 2023 Discussion at December Council meeting regarding dog registration. Council to pursue the outstanding 2022/23 dog registration fees via the renewal notices for 2023/24 as per resolution 2023/160.</p>							
OPL/40	Finalise a Major Amendment of Council's planning scheme	Environment & Planning	GR8	1 July 2022	30 June 2024	BU1055	75%
<p>30 September 2023 Awaiting sign off from the State Government prior to community consultation.</p>							
<p>31 December 2023 Amendment currently in public notification until 5 February 2024.</p>							
OPL/41	Investigate the feasibility of introducing a Food Organic Green Organic (FOGO) waste collection service.	Environment & Planning	EN3	1 July 2023	30 June 2024	BU1165	50%



<p>30 September 2023 Site visit has been held to view the FOGO trial at Lockyer Valley Regional Council.</p> <p>31 December 2023 Waiting for funding opportunities from State Government. Observing trials that other Council are undertaking.</p>							
OPL/42	Effectively manage Development Applications and permits including planning, building and plumbing approvals within legislative timeframes including development of benchmarking, KPIs and commitment to improvement	Environment & Planning	GR8	1 July 2023	30 June 2024	BU1055	50%
<p>30 September 2023 Continuous improvements are continuing being identified to improve the process. Meeting with developers has been held to listen to concerns from their perspective.</p> <p>31 December 2023 Continuous improvements are continuing to be identified to improve the process.</p>							
OPL/43	Investigate options to expedite development through facilitated guidance, support and process improvements to ensure developers and potential investors are supported through development process	Environment & Planning	GR8	1 July 2023	30 June 2024	BU1055	40%
<p>30 September 2023 Various meetings have been held with external stakeholders regarding process improvements. Pre-lodgement meetings are encouraged prior to lodgement. Pre-lodgement policy to be adopted by Council. Council to consider the extension of the developer incentive scheme in October 2023.</p> <p>31 December 2023 Council adopted the pre-lodgement policy at the Ordinary meeting in October.</p>							
OPL/44	Continued implementation of recommendations identified as part of Council's land investigation audit	Facilities & Parks	EC1	1 July 2022	30 June 2024	BU1137	75%



30 September 2023							
Land investigation Review recommendations have been actioned in the 1 st quarter, suitable land has been tendered and listed for sale. Transfer of Kingaroy Enterprise Centre, Cornish Street Kingaroy to CTC completed. Meeting held with the Boondooma community to discuss options for the future operation and management of Old Boondooma School Community Centre was held in August 2023. Community survey had 14 respondents. Lot 36 Burrows St, Wondai and 29 Jellicoe St Proston listed for sale.							
31 December 2023							
Public meetings held with the Tingoora community to discuss the options for the future of Tingoora Hall. Report to be presented to Council in the 3 rd quarter. Public meeting held at Mahon Park Murgon to discuss leasing part of the park reserve to the Murgon Independent Living Project Inc to develop an independent living units. Council resolved to enter into a licence to occupy for 12 months for the Incorporated group to progress project. Councils surplus land sold at 29 Jellicoe Street, Proston and Lot 104 Kingaroy Burrandowan Road, Inverlaw.							
OPL/45	Implement a 'Level of Service Plan' for parks and Playground Safety Audit	Facilities & Parks	EC1	1 July 2022	30 June 2024	BU1137	50%
30 September 2023							
Playground Safety Audit has been scoped and quotation sourced. Additional investigations are ongoing on how the information could be captured and added into Council Asset Register.							
31 December 2023							
Playground safety audit site inspections, auditing and photographing has commenced. Total of 26 park playgrounds, 2 Tourism Park playgrounds and 6 skate parks to be inspected. Final report to be submitted to Council in the 3 rd Quarter.							
OPL/46	Implement quarterly Botanical Advisory Committee meetings to progress Botanical report	Facilities & Parks	EC1	1 July 2022	30 June 2024	BU1137	50%
30 September 2023							
New Parks Coordinator appointed. Meeting with stakeholder and community groups interested in gardening, landscaping and biodiversity has assisted in gaining an understanding of the issues and future park projects across the region. Botanical Advisory Group meeting ongoing. Meeting held with Society Growing Australian Plants Kingaroy and District Branch at Carroll Nature Area. Discussed park restoration and biodiversity protection within the park and Council supported National Tree Planting Day.							
31 December 2023							
Ongoing development of parks and gardens knowledge and expertise in Botanical and Biodiversity. Ongoing meetings and training.							



OPL/47	Investigate a Safer Communities Program for Council for protecting community assets and open spaces through the operation and installation of security cameras,	Facilities & Parks	EC2	1 July 2022	30 June 2024	BU1018	75%
<p>30 September 2023 Installed new CCTV at Pioneer Park Nanango, Murgon QEII Stage 1 and Les Muller Park Blackbutt. Ongoing investigation into Safer Communities Program and funding.</p> <p>31 December 2023 Ongoing investigation into Safer Communities Program and funding opportunities. Qld Police input into new park design and lighting options at Kingaroy Memorial Park.</p>							



10.10 LOCAL LAW (REPEALING) LOCAL LAW (NO. 1) 2023 SUBORDINATE LOCAL LAW (REPEALING) SUBORDINATE LOCAL LAW (NO. 1) 2023**File Number:** 2024/01**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

After consideration of the Local Law Audit, Council now proposes to make each of the following:

- (a) Local Law (Repealing) Local Law (No. 1) 2024, to repeal *Local Law No. 2 (Meetings) 2008*; and
- (b) Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2024 to repeal Subordinate Local Law No. 1.7 (Operation of Cane Railways) 2011.

SUMMARY

Resolution to propose to make each of Local Law (Repealing) Local Law (No. 1) 2023 and Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023

OFFICER'S RECOMMENDATION

South Burnett Regional Council resolves to propose to make each of the following: -

- (a) Local Law (Repealing) Local Law (No. 1) 2023; and
- (b) Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023.

FINANCIAL AND RESOURCE IMPLICATIONS

Cost of audit of local laws, legal advice, advertising, and staff time to manage process.

LINK TO CORPORATE/OPERATIONAL PLAN

OR2: Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Letter drafted to the Department of Local Government (this stage has a four (4) week window).

After consultation with the State, and to facilitate public consultation, a draft notice for completion, execution and publication in the newspaper circulating in Council's local government area, which addresses Council's obligation to consult with the public regarding the making the proposed repealing local law and the proposed repealing subordinate local law.

At this point of the consultation, written submissions will be invited by any person in support of, or objecting to, either or both of the repealing local law, or the repealing subordinate local law, for a 21-day period commencing on **(insert date for start of public consultation period)** and ending on **(insert last day of 21 clear day public consultation period)** (the "consultation period").

During the consultation period, Council will make available for inspection and purchase at Council's public office at copies of each of the repealing local law and the repealing subordinate local law.

Consideration of any anti-competitive provisions

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Under section 29(5) of the *Local Government Act 2009*, Council must ensure that its local laws (including the proposed local law and subordinate local law) are drafted in compliance with the guidelines issued by the Parliamentary Counsel under the *Legislative Standards Act 1992*, section 9 for local laws and subordinate local laws. We certify that the proposed repealing local law and the proposed repealing subordinate local law comply with this requirement.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Process to update the local laws after audit has been completed.

Council cannot resolve to “make” either the proposed repealing local law or the proposed repealing subordinate local law during the caretaker period which commences on 29 January 2024 and expires on 16 March 2024. However, it is permissible for Council to make resolutions to “propose to make” (as distinct from make) each of the proposed repealing local law and the proposed repealing subordinate local law.

ASSET MANAGEMENT IMPLICATIONS

Not applicable

REPORT

The following resolution was adopted at the December Ordinary meeting of Council.

RESOLUTION 2023/197

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That South Burnett Regional Council

1. *Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and*
2. ***Adopt the following recommendations that Council:***
 - (a) ***Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011.***
 - (b) ***Repeal Model Local Law No. 2 (Meetings) 2008.***
- 3 *Conduct a workshop shared accommodation, temporary homes, animals, and parking in January 2024*

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

Against: *Nil*

CARRIED 5/0

ATTACHMENTS

1. **Local Law (Repealing) Local Law (No. 1) 2023(2129047.)**
2. **Subordinate Local Law (Repealing) Subordinate Local Law 2023(2129048.1)**

Local Law (Repealing) Local Law (No. 1) 2023

Contents

1	Short title	2
2	Commencement.....	2
3	Local law repealed	2
4	Expiration	2

2129047v1

1 Short title

This local law may be cited as *Local Law (Repealing) Local Law (No. 1) 2023*.

2 Commencement

This local law commences on the date notice of the making of the local law is published in the gazette.

3 Local law repealed

This local law repeals *Local Law No. 2 (Meetings) 2008*.

4 Expiration

This local law expires on the day after notice of the making of the local law is published in the gazette.

This and the preceding page bearing my initials is a certified copy of *Local Law (Repealing) Local Law (No. 1) 2023* made in accordance with the provisions of the *Local Government Act 2009* by South Burnett Regional Council by resolution dated the day of 2023.

.....
Chief Executive Officer

2129047v1

Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023

Contents

1	Short title	2
2	Commencement.....	2
3	Subordinate local law repealed.....	2
4	Expiration	2

1 Short title

This subordinate local law may be cited as *Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023*.

2 Commencement

This subordinate local law commences on the date notice of the making of the subordinate local law is published in the gazette.

3 Subordinate local law repealed

This subordinate local law repeals *Subordinate Local Law No. 1.7 (Operation of Cane Railways) 2011*.

4 Expiration

This subordinate local law expires on the day after notice of the making of the subordinate local law is published in the gazette.

This and the preceding page bearing my initials is a certified copy of *Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023* made in accordance with the provisions of the *Local Government Act 2009* by South Burnett Regional Council by resolution dated the day
of (*insert the date of the relevant resolution of Council*) 2023.

.....
Chief Executive Officer

11 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET

11.1 APPLICATION FOR PERMANENT ROAD CLOSURE FOR THE UNMAINTAINED ROAD ADJOINING LOT 7RP855767 MOFFATDALE

File Number: 24.01.2024
Author: Manager Works
Authoriser: Chief Executive Officer

PRECIS

Application for permanent road closure of an Unmaintained Road between Bond Street and Murgon-Barambah Road, Moffatdale which adjoins Lot 7 RP855767.

SUMMARY

Council has received an application for the permanent road closure of an Unmaintained Road off Bond Street, Moffatdale which adjoins Lot 7 RP855767.

The proposed area of the road closure is an area of about 0.1 hectares and is located between Lot 7 RP855767 and Lot 131 SP191465 and shown in Attachment One (1).

If a permanent road closure is approved, the customer is seeking to purchase the land and incorporate it into their adjoining freehold property.

OFFICER'S RECOMMENDATION

1. That South Burnett Regional Council advise the applicant and the Department of Resources that:
 - (a) It objects to the application for the permanent road closure of the unmaintained road off Bond Street, Moffatdale which adjoins Lot 7 RP855767 and is shown in Attachment 1. However, will support a temporary road closure and road licence for the portion of land under the application. The reasons for this objection are as follows:
 - i The long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - ii A temporary road closure enables the applicant to utilise the land whilst still allowing for future infrastructure potential.
 - (b) Should the Department Resources approve the proposed permanent road closure or a temporary road closure with road licence, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
 - (a) Execute, as road manager, form Part C 'Statement in relation to an application under the Land Act 1994 over State land' for the proposed permanent road closure.

FINANCIAL AND RESOURCE IMPLICATIONS

There will be no cost to Council if the road closure is approved. Council will not receive any financial compensation from the State of Queensland if the road closure is approved and the land annexed to Lot 7 RP855767. A road licence over the land may be rateable.

LINK TO CORPORATE/OPERATIONAL PLAN

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

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted on the road closure prior to this report going before Council. These include Council's Infrastructure Works Branch.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

If the proposed permanent road closure is approved by Department Resources then the specified land would no longer be classified as a reserve for road and would not be available to Council if future use warranted it.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

There are no Policy/Local Law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

Currently there is minimal short-term asset management implications, the proposed road closure is for 60 metres of road which is currently unmaintained road reserve. The long-term asset management implications of a permanent road closure would result in a loss of access to the road reserve area and could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

REPORT

This report concerns an application for the road closure of a currently unmaintained portion of road reserve between Bond Street and Murgon Barambah Road, Moffatdale and adjoins the applicants land at Lot 7 RP855767 and to make comment on this proposal.

The proposed area of road closure is an area of about 1200 square metres and is located between Lot 7 RP855767 and Lot 131 SP191465. The road reserve runs between Bond Street and Murgon-Barambah Road and is shown in Attachment One (1).

If a permanent road closure is approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve.

It is recommended that Council advises the applicant and the Department of Resources that it objects to the proposed permanent road closures as long-term usage of the road is unknown and a permanent road closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.

It is also recommended that Council makes note to the applicant and the Department of Resources that we would support an application for a temporary road closure and road licence. A road licence would enable the applicant the sole use of the land, however the road remains dedicated as road reserve and can be reopened to enable future use as a road.

ATTACHMENTS**1. Road Proposed to be Closed - Off Bond Street, Moffatdale**



11.2 APPLICATION FOR THE PERMANENT ROAD CLOSURE FOR A SECTION OF UNMAINTAINED SECTION OF DUGDELL ROAD WHICH ADJOINS LOT 67 FY558

File Number: 24.01.2024
Author: Manager Works
Authoriser: Chief Executive Officer

PRECIS

Application for permanent road closure of a section of Dugdell Road, Wengenville which adjoins Lot 67 FY558.

SUMMARY

Council has received an application for the possible permanent road closure of an unmaintained section of Dugdell Road, Wengenville adjoining Lot 67 FY558.

The proposed area of the road closure is an area of about 3.3 hectares and is located between Lot 11 FY686 and part of Lot 67 FY558 as shown in Attachment One (1).

If a permanent road closure is approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council advise the applicant that:

- (a) It objects to the request for the permanent road closure of the section of Dugdell Road, Wengenville which adjoins Lot 67 FY558 and is shown in Attachment One. The reasons for this objection are as follows:
 - i The long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - (b) Should the Department of Resources approve the proposed permanent road closure, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
- (a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed permanent road closure.

FINANCIAL AND RESOURCE IMPLICATIONS

There will be no cost to Council if the road closure is approved. Council will not receive any financial compensation from the State of Queensland if the road closure is approved and the land annexed to Lot 67FY558.

LINK TO CORPORATE/OPERATIONAL PLAN

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

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted on the road closure prior to this report going before Council. These include Council's Infrastructure Works Branch.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

If the proposed permanent road closure is approved by Department of Resources, then the specified land would no longer be classified as a reserve for road and would not be available to Council if future use warranted it.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

There are no Policy/Local Law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

Currently there is minimal short-term asset management implications, the proposed road closure is for 990 metres of road which is currently unmaintained road reserve. The long-term asset management implications of a permanent road closure would result in a loss of access to the road reserve area and could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

REPORT

This report concerns an application about the possibility of permanent closure of a section of Dugdell Road, Wengenville that adjoins the land at Lot 67 FY558.

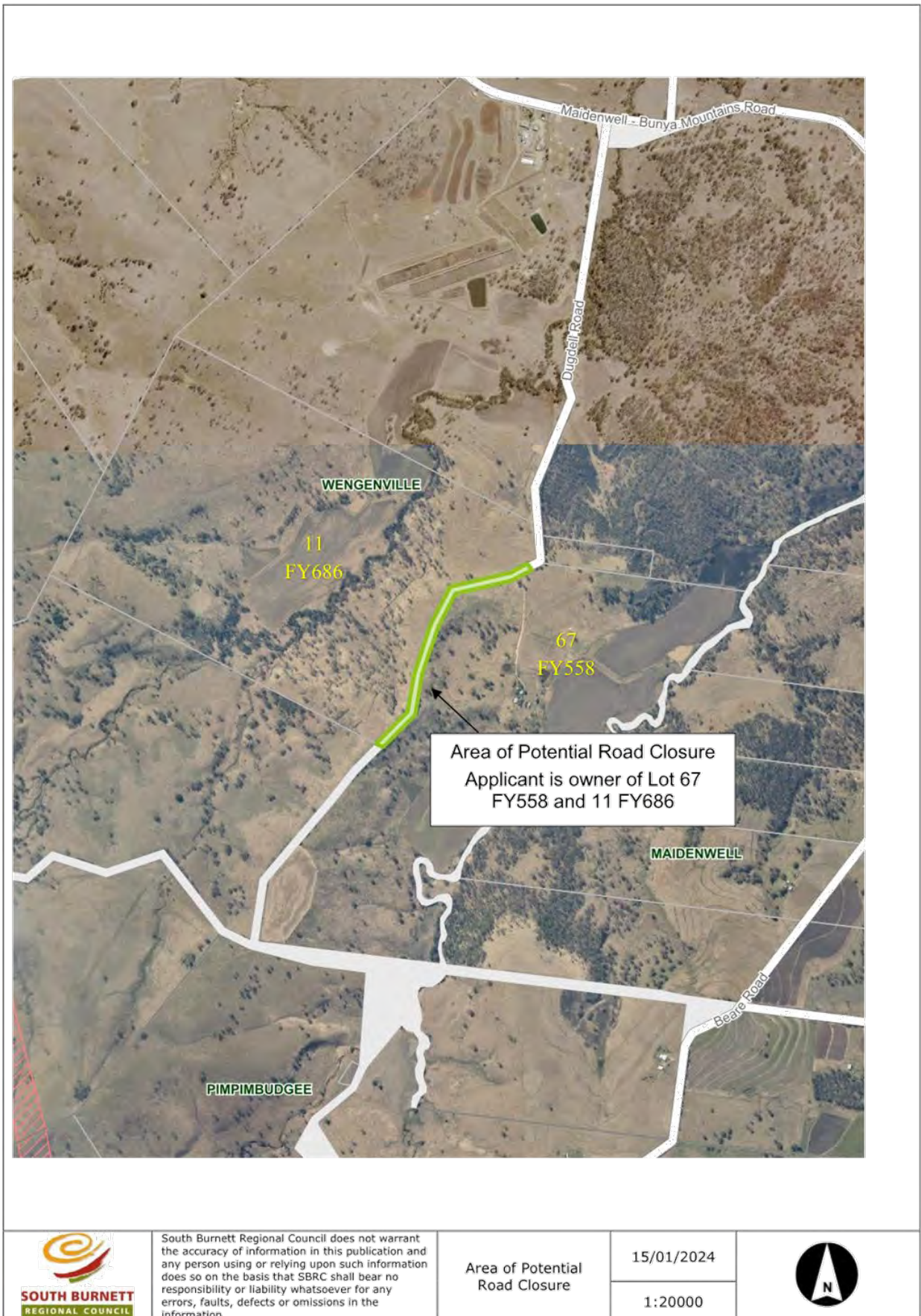
The proposed area of road closure is an area of about 3.3 hectares and is located between Lot 67 FY558 and Lot11FY686. The two lots are under the same ownership.



If a permanent road closure is approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve. This could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

It is recommended that Council advises the applicant and the Department of Resources that it will not support a permanent road closure as the long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.

ATTACHMENTS

1. Road Proposed to be Permanently Closed – Dugdell Road



	South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.	Area of Potential Road Closure	15/01/2024	
			1:20000	

11.3 FLOOD WARNING INFRASTRUCTURE NETWORK PROGRAM**File Number:** 24.01.2024**Author:** Manager Infrastructure Planning**Authoriser:** Chief Executive Officer**PRECIS**

Flood Warning Infrastructure Network Program

SUMMARY

The Flood Warning Infrastructure Network (FWIN) Program is part of the \$75 million state funded Emergency Response Fund (ERF) Recovery and Resilience Program 2021-22 and Council is invited to make application for infrastructure to complement the network.

OFFICER'S RECOMMENDATION

That Council endorse the below nominated sites towards the collaborative Wide Bay Burnett's FWIN application:

- Kingaroy Burrandowan Road/ Boyne River – Rain, River, Camera and Signage
- Silverleaf Road/ Barambah Creek – River and Signage
- Burnett Highway/ Barambah Creek – Camera and Signage
- Upgrade Wilkesdale ERF Site – River, Camera and Signage
- Memerambi Gordonbrook Road /Coolieman Creek – Camera and Signage

FINANCIAL AND RESOURCE IMPLICATIONS

Funding opportunity up to \$200,000 is available through the State Government with no co-contributions required from Council towards this project. The specifications of the gauges will be in accordance with the Bureau of Meteorology requirements and will be transferred to them as part of the practical completion of the project.

LINK TO CORPORATE/OPERATIONAL PLAN

EC15 – Continue to provide pro-active support to the Local Disaster Management Group.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

N/A

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

The specifications of the gauges will be in accordance with the Bureau of Meteorology requirements and will be transferred to them as part of the practical completion of the project. They will not form part of Council's asset register and not require any future operational resources to support their functions.

REPORT

The \$7 million FWIN provides funding for the delivery of new and upgrades to existing infrastructure across 23 Queensland LGA's activated under the Disaster Recovery Funding Arrangements (DRFA) in response to the February-March 2022 flood events.

Council can apply for funding for the following types of assets:

- Rainfall gauges
- River height gauges
- Flood cameras
- Electronic signage
- Data communication repeaters
- Alternative flood warning infrastructure (rain and level gauges)

Council is invited to apply for up to \$200,000 in funding and to be managed under the Regional Roads & Transport Group alliance with the State Government. Where high priority assets are identified by the Bureau of Meteorology (the Bureau) through the National Disaster Warning Network within our Council area, those assets will automatically receive funding under the ERF in addition to the amount available for Council requested assets. It is understood that South Burnett Regional Council has been identified by the Bureau for three (3) sites across the catchment and include automated rain or rain/river stations at:

- Upper Barambah (in Gympie LGA) – to the east of the Burnett Highway
- Wilkesdale – near where the Chinchilla Wondai Road and Stuart River intersect;
- Tanduringie – south of Maidenwell near Kingaroy Cooyar Road

The Bureau has agreed to take ownership of these assets once installed, provided they meet their department's specifications. The application is due to the Queensland Reconstruction Authority (QRA) by the 25 January 2024.

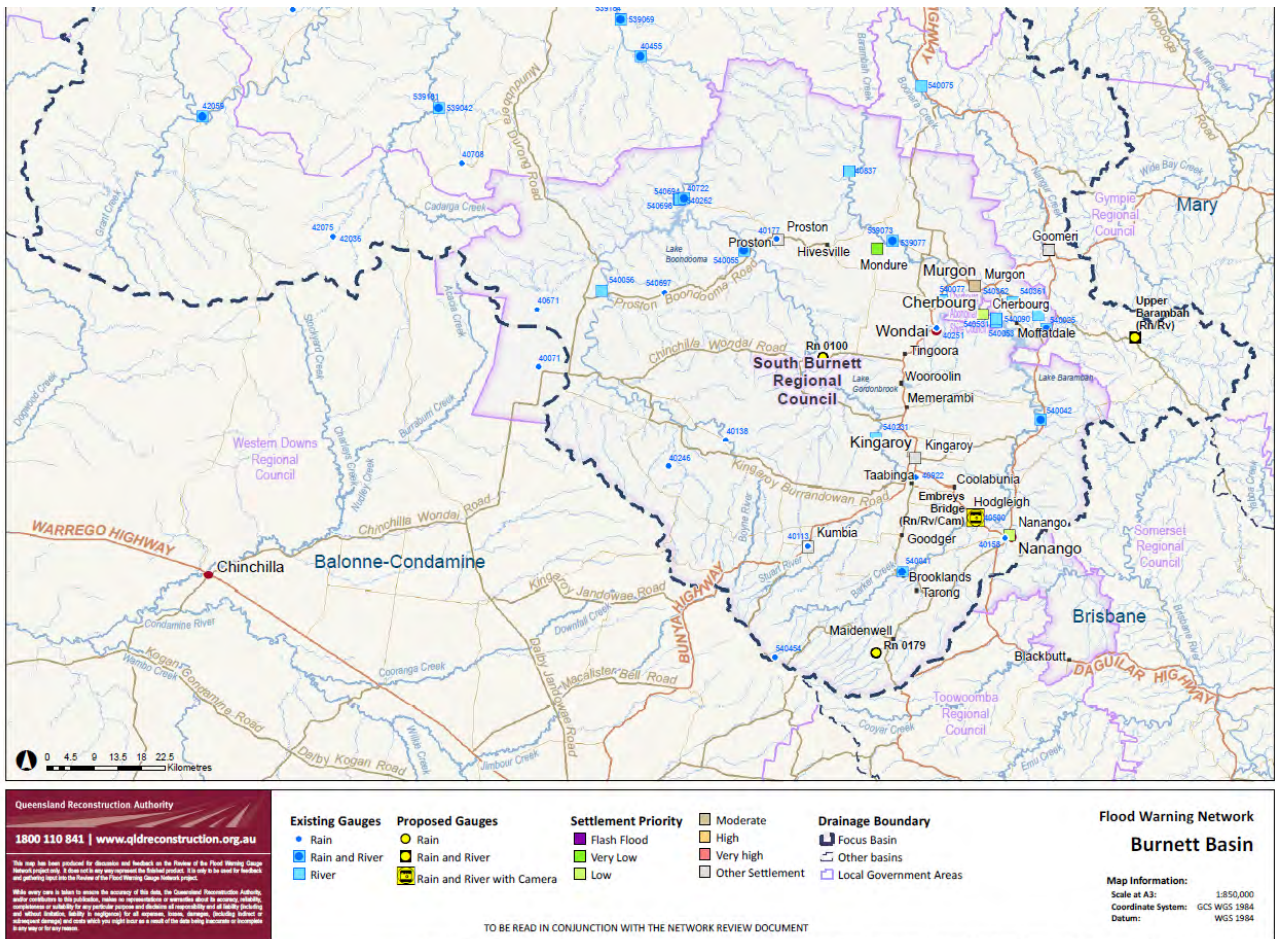


Figure 1: Bureau Investment Proposal

Under the FWIN, it is recommended to identify sites that complement the Bureau’s proposal as well identify the gaps of data recording stations across our region. There are a number of historic manual gauge stations that used to be in operation, however over time, have become extinct through an inability to maintain communications with the Bureau.

Figure 2 below is a layout of what currently exists in the South Burnett (and on the fringe) of stations that exist, owned and maintained by agencies of the State and Federal Governments. The South Burnett Regional Council do not currently own nor maintain any sites due to the operating costs and resources associated with their operations.

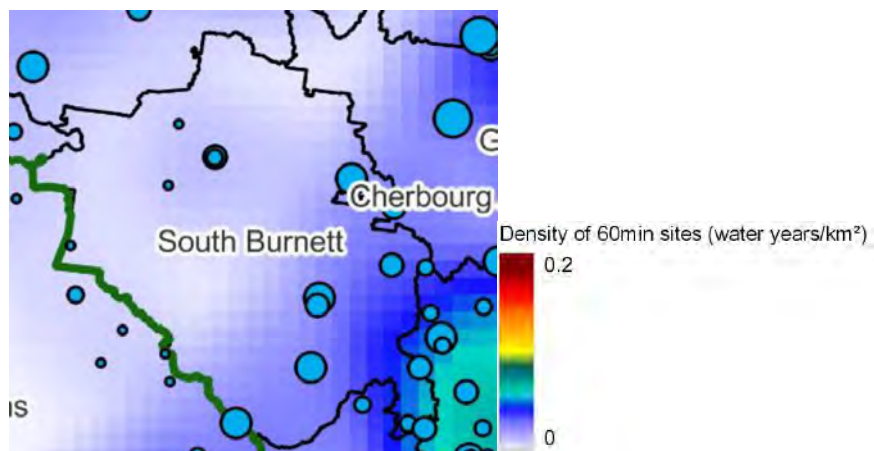


Figure 2: Hourly Rainfall Sites across the South Burnett

As can be seen in Figure 2, there is a lack of stations in the western area with the general movement of water going from south to north in the Burnett catchment (Boyne River, Stuart River, Barkers Creek). To aid in the process of decision making in disaster management and asset management, it is recommended that Council submit the following sites to assist with future responses and communications. These prioritised sites include:

- Kingaroy Burrandowan Road/ Boyne River – Rain, River, Camera and Signage
- Silverleaf Road/ Barambah Creek – River and Signage
- Burnett Highway/ Barambah Creek – Camera and Signage
- Upgrade Wilkesdale ERF Site – River, Camera and Signage
- Memerambi Gordonbrook Road /Coolieman Creek – Camera and Signage

These sites vary in cost between \$30k and \$130k per site depending on the configuration and terrain of the area, but it is of high importance to ensure that the data generated from these sites conforms with the specifications of the Bureau. This will assist with the integrity and future decision makings of Council, as well as inform discussions with State agencies such as the QRA and Department of Transport and Main Roads (TMR).

ATTACHMENTS

Nil

12 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES

Nil

13 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH

Nil

14 PORTFOLIO - DISASTER MANAGEMENT, WASTE AND RECYCLING MANAGEMENT

14.1 WASTE STRATEGY 2023-2029

File Number: 24-01-2024

Author: General Manager Liveability

Authoriser: Chief Executive Officer

PRECIS

To present the Waste Strategy 2023-2029 to Council for adoption following community consultation.

SUMMARY

Council's current Waste Strategy has lapsed so a new Strategy needs to be developed and adopted by Council to ensure Council's compliance obligations are met.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council resolves to adopt the Waste Strategy 2023-2029 as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

The Waste Strategy will guide improvements to the waste management and resource recovery operations for Council's waste facilities and services. Actions in the Waste Strategy will be considered in the annual budgeting and capital planning process.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/12 Provision of acceptable, cost effective and environmentally responsible waste management services including collection services and waste disposal facilities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

At the 25 October 2023 Ordinary Meeting Council resolved:

1. To adopt the draft Waste Strategy 2023-2029 as a guiding document for improved waste management and resource recovery practices; and
2. Endorse a public consultation process in accordance with the Waste Reduction and Recycling Act 2011 for a minimum period of 28 days; and
3. Prior to adopting the final Waste Strategy 2023-2029 at a future Council meeting.

The community consultation period commenced on Friday 3 November and ceased on Friday, 1 December 2023. Consultation included the following:

- Media releases
- Social media posts
- Information on Council's website
- Corflute signs erected at all waste facilities.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

In adopting the Waste Strategy, Council is meeting its obligation under the *Waste Reduction and Recycling Act 2011* to develop a plan that addresses all aspects of waste management for the South Burnett local government area.

The draft Waste Strategy has been prepared to align with the:

- National Waste Policy 2018, and
- Queensland Waste Management and Resource Recovery Strategy 2019.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

The Waste Strategy will guide improvements to the waste management and resource recovery operations for Council's waste facilities and services. Actions in the Waste Strategy will be considered in the annual budgeting and capital planning process and require capital investment in infrastructure that improves waste service delivery.

REPORT

In Queensland, the Waste Reduction and Recycling Act 2011 requires local authorities to prepare a Waste Reduction and Recycling Plan (Waste Strategy) to guide waste management decision making. Since Council develop the current South Burnett's Waste Management Strategy 2015-2022, the waste landscape has significantly shifted, due to public sentiment, broader awareness of waste management issues and the introduction of the Queensland Waste levy.

The draft Waste Strategy aligns with National, State, and regional objectives to improve waste management and resource recovery throughout the South Burnett and address issues associated with current practices. The draft Waste Strategy has been informed by extensive assessment of key issues facing the region and internal consultation.

The draft Waste Strategy was adopted by Council at the 25 October 2023 Ordinary Meeting and subsequently the draft document has been released for community feedback.

There were seven (7) written submissions received on the draft Strategy. A summary of these submissions is provided in the attachment. All submissions have been reviewed and it is considered that they do not change the intent of the Strategy. As such it is recommended to Council that the Strategy now be adopted and that a copy of the document be made available on our website. Correspondence will also be sent to those residents thanking them for their time to review and provide their thoughts on the draft Strategy.

ATTACHMENTS

1. **Waste Strategy 2023-2029**
2. **Waste Strategy 2023 - 2029 Feedback**



Waste Strategy 2023 - 2029

Acknowledgement to Country

We acknowledge and respect the Wakka Wakka and Auburn Hawkwood people, the traditional owners of this land that we live, work and play and respect their cultures, their ancestors and their elders past, present and future generations.

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1. Executive Summary

- 

South Burnett Regional Council's Waste Strategy sets out a clear path on how the Council will lead the community to achieve improved resource recovery and circular economy across the region.
- 

The Plan outlines a timeline from 2023 to 2029 and how we will prioritise actions to address our local waste issues, amid a changing waste management landscape
- 

The Plan identifies significant opportunities to help improve our environment by avoiding waste and building more capacity for local resource recovery via various initiatives.
- 

The Plan clearly identifies that our overall recycling target is 40% by 2030, below the State target of 60%. Similarly, the State target of increasing Municipal Solid Waste diverted from landfill to 70% by 2030 will not be achieved. We are aiming to achieve 40% Municipal Waste Diversion by 2030.
- 

The Plan has been developed through the guiding principles of the waste hierarchy and circular economy and state and regional waste management plans to direct our objectives and goals.
- 

It incorporates actions for short, medium and long-term implementation with a priority focus on improving infrastructure and service delivery.

This will move us towards targets in a financially sustainable manner and deliver improvement for the community.

Major Priorities

The Plan has been developed with a major focus on:

- Securing a future waste disposal solution when Kingaroy landfill reaches end-of-life
- Increasing education and community engagement around waste and resources
- Improving and developing the quality of infrastructure for resource recovery across Council's transfer station network
- Expanding service delivery of resource recovery at Councils transfer station, to divert more waste from landfill
- Regional collaboration to leverage other government and private industry expertise
- Securing funding opportunities to improve resource recovery outcomes in a way that limits cost impact to ratepayers

Secondary Priorities

Secondary priorities in this Plan address the South Burnett's need for:

- Improving data capture and reporting
- Minimising and addressing illegal dumping
- Assessing feasibility of landfill gas capture to improve carbon emissions
- Completing rehabilitation of legacy landfills

2. Context and Background

What is waste?

The Plan summarises the strategic direction for solid waste management that is generated from households, commercial and industrial premises and the construction and demolition sector.

Waste from households
Kerbside recyclables - paper, cardboard, glass, plastics, steel and aluminium cans
Garden and food organics
Scrap metal
E-waste and whitegoods
Wood and timber
Building materials including concrete and masonry
Textiles and clothing
Clean soils, asphalt, silt and rocks
Fire extinguishers, paint, gas bottles and marine flares
Tyres
Bulky goods, furniture and mattresses
Product Stewardship Scheme items - drumMuster, Paintbank, Fluro cycle, Container Exchange, Battery, Mobile phones

Types of Waste Explained



Municipal Solid Waste (MSW) is a combination of domestic and waste arising from other council activities managed on behalf of the general public, such as parks, illegal dumping and road sweepings.



Commingled recyclables (Recyclables) is a combination of consumer packaging that contains items such as cardboard, newspaper, soft drink bottles, milk and yogurt containers, tins, aluminium cans and glass bottles and containers.



Commercial and Industrial (C&I) is waste generated by businesses, including waste from schools, restaurants, retail, office, agriculture, manufacturing, community groups and sports clubs.



Construction and Demolition (C&D) is waste generated from construction and demolition activity, typically brick, timber, concrete and metals.



Challenges into the future



Challenge 1 – South Burnett is running out of landfill space to manage residual waste

South Burnett has four active landfills, all of which are unlined and would not meet the best practice standards of contemporary landfills. At current rates of generation and recycling, the main regional landfill at Kingaroy is likely to reach capacity between 2027 and 2031. Council needs to look at alternatives, either a new landfill site within the region, upgrading an existing site, transporting waste outside the region or using alternative treatment technologies.



Challenge 2 – Waste transfer network – distance and costs

Across the region, Council operates 17 waste facilities that enable more than 95% of the population to access a waste facility within a 20-minute drive from the household. Some areas can access multiple sites and there are many unlocked sites that permit unrestricted dumping and scavenging.



Challenge 3 – Data collection

The introduction of the Queensland waste levy has increased the need for Council to measure, record and track waste and resources flows across and outside the region. Kingaroy is the only site with a weighbridge and to meet legislation compliance, new weighbridges are needed at other landfills. There is increased scrutiny on tracking waste performance, to make better decisions that align with State targets.



Challenge 4 – Meeting compliance

The need to secure a future waste disposal option, improve the standard of infrastructure and rehabilitate the current and legacy landfill sites will require high capital investment to meet regulatory standards. Coupled with higher compliance levels and social aspiration for resource recovery will put pressure on future charges and needs to be balanced with the community's capacity to pay.



Challenge 5 – Cultivating circular economy in a regional context

Moving to a circular economy, in alignment with the State's aspiration will create new industries and jobs through innovation. Our challenge is how we do this in a smaller regional setting, to identify the most appropriate resource streams and then attract business to make investment.

3. Strategic and regulatory framework



Strategic Alignment

The South Burnett Waste Strategy 2023 strategy focuses on waste diversion, waste disposal security and delivering well planned infrastructure and services that reflect the region’s need for improved waste management.

There is no doubt that targets and regulation will change over the next 20-years, however the prioritisation of resource recovery will continue to be the guiding principle for waste management, both now and into the future.

This Plan joins with other key strategies and plans that guide Council:

- Darling Downs/South-West Regional Waste Plan;
- Wide Bay/Burnett Regional Waste Plan;
- Queensland Waste Management and Resource Recovery Strategy 2019
- National Waste Policy 2018 and Action Plan 2019; and
- South Burnett Regional Council Corporate Plan 2021-2026.

Appendix B contains a detailed list of Federal, State, Regional and Council legislation, policy and plans that were considered in the context of developing this Plan.





Principles for decision making

Alignment to Corporate and Operational Plan Actions

Council’s Corporate Plan sets the strategic direction to achieve the vision for the future of the South Burnett region. It is important that decisions on waste are strategic and shape a future that is sustainable, both financially and environmentally and moves the region on a pathway to accountable resource recovery. In considering decisions in the public interest, we will be guided by these key principles:

- Ensuring the decision is lawful
- Ensuring the decision is reasonable and based on evidence, having all relevant facts available to make an informed decision
- Considering the impact the decision will have on Council’s financial sustainability
- Considering the impact the decision will have on the whole community
- Considering how the decision aligns with Council’s long-term direction

Principles of Waste Management

The Waste Management Principles outlined in the Waste Reduction and Recycling Act 2011 will guide the department in Waste Management decisions:

- The polluter pays principle – all costs associated with minimising the amount, containing, treating and disposing of waste; and rectifying environmental harm caused by waste should be borne by those who generate the waste
- The user pays principle – all costs associated with the use of a resource should be included in the prices of goods and services that result from the use
- The proximity principle – waste and recovered resources should be managed as close to the source of generation as possible
- The product stewardship principle – there is a shared responsibility between all persons who are involved in the life cycle of a product for managing the environmental, social and economic impact of the product

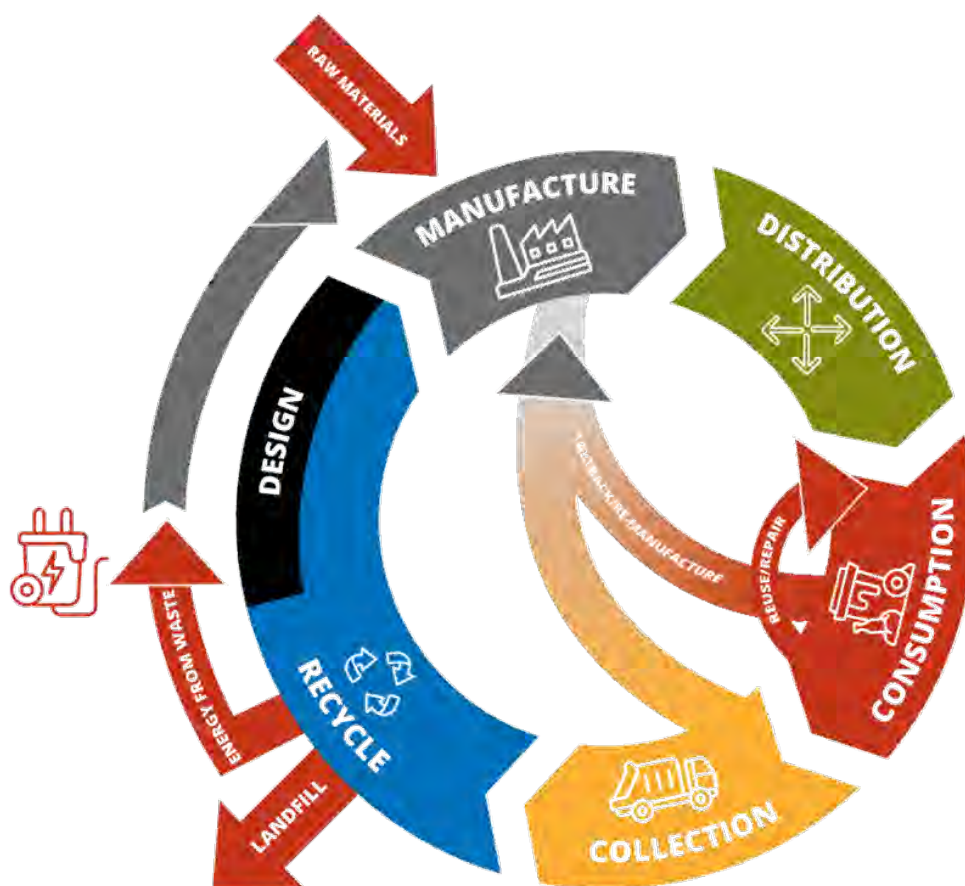
Transition to a Circular economy

A Circular Economy is an alternative to the traditional, linear economy which refers to taking resources, making goods that are then bought and used to then be disposed of as waste. The circular economy aims to keep products, equipment and infrastructure in use for longer, thus improving the productivity of these resources. Waste materials and energy should become input for other processes: either a component or recovered resource for another industrial process or as regenerative resources for nature (e.g. compost).

In the South Burnett, one of the main potential opportunities for circular economy is organic materials, that could be processed and retained in the region to sustain our important agricultural sector. We acknowledge that we need to crawl, before we walk and will keep an eye on circular economy opportunities over the life of this strategy and beyond. By aligning to the principals of circular economy, Council is also supporting the Queensland Government in the creation of jobs and a stronger economy to transition to a net zero waste and zero net emission economy by 2050.

The circular economy is based on three key principles:

- design out waste and pollution
- keep products and materials in use
- regenerate natural system



4. Waste trends and performance

Waste trends and performance

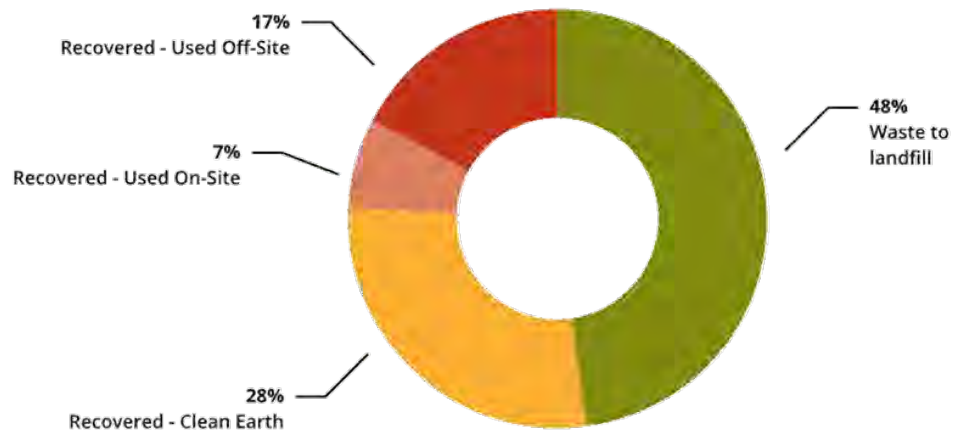
The quantities, types and sources of waste materials recovered and disposed of throughout the region are an important factor in determining future directions in waste and resource management.

In 2022/23, the South Burnett Regional Council accepted over 63,000 tonnes of waste materials across the waste facility network, recovering 41% of all materials received.

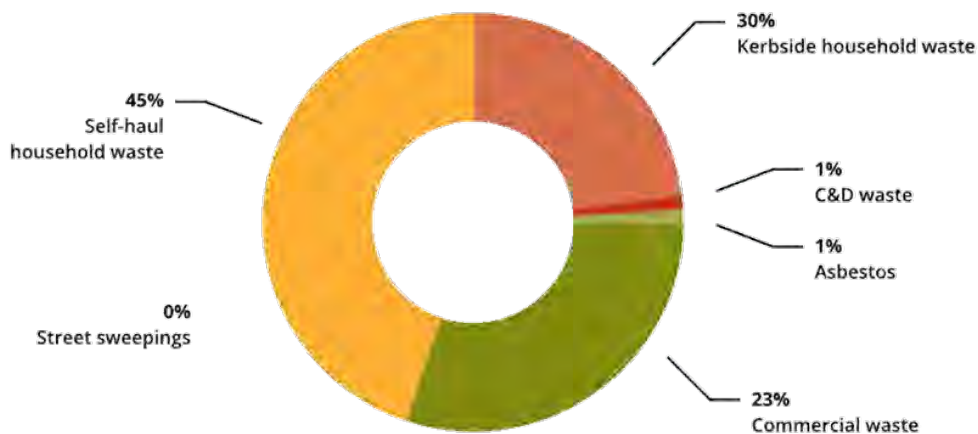
More than 65% of recovered materials are used at landfill sites for operational purposes, with clean-fill being the largest component of re-useable material.

In 2022/23, 24,596 tonnes of waste was landfilled, with kerbside household waste comprising 30% and self-haul household waste comprising 45%. Commercial waste accounts for 23% of waste to landfill.

Waste recovered and landfilled



Waste disposed by source



Council is the exclusive waste manager for the region and therefore, has a leadership role to promote sustainable resource recovery.

The table below illustrates how materials were used across the region.

Waste to landfill source	Tonnes	% of waste to landfill
Kerbside household	7,376	30%
Self-haul household	11,078	45%
Commercial and industrial	5,679	23%
Construction and demolition	202	1%
Asbestos	136	1%
Street sweeping	123	<1%
Miscellaneous	2	<1%

Resource recovery is categorised into materials used for on-site operational purpose and resources exported to the recycling and re-processing industry, as illustrated below:

Resource type	Tonnes	% of waste to landfill
On-Site Operational Purpose		
Clean fill	11,078	80%
Green waste	1567	9%
Concrete	457	3%
Asphalt	22	<1%
Timber	1569	9%
Total - On-Site Operational Purpose	17,663	100%
External Resource Recovery		
Green waste	6,932	80%
Scrap steel	1,029	12%
Kerbside recyclables	339	4%
Cardboard and paper	170	2%
E-waste	25	<1%
Tyres	16	<1%
Batteries	13	<1%
Tip shop	53	<1%
Waste oil	40	<1%
Other	57	<1%
Total	8,964	100%

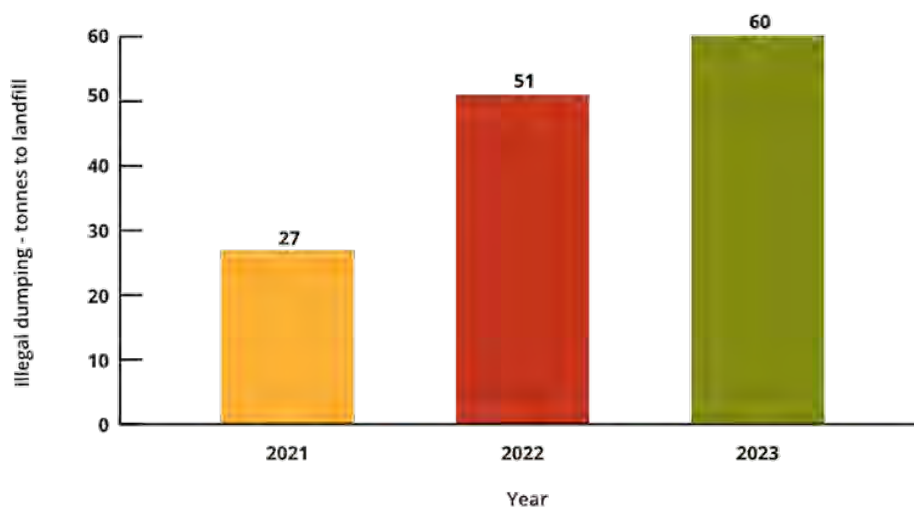
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Illegal dumping

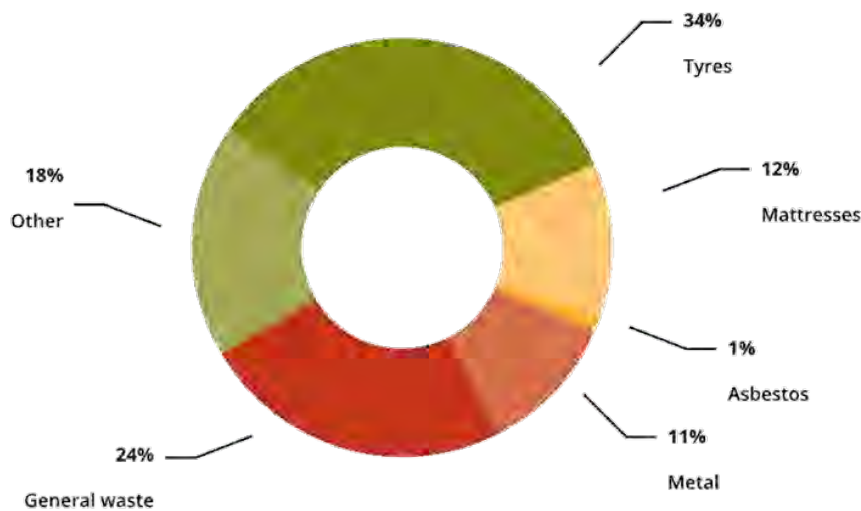
Illegal dumping and littering produces a significant resource drain on Council, through enforcement, collection and disposal of illegally dumped waste. This continues to be an issue for the region, in spite of over 95% residents being within 20-minute drive of a waste facility. In 2022/23, over 59 tonnes of waste was collected from illegal dumping, costing over \$2,000/tonne to manage.

Illegal dumping and littering hotspots are monitored through a combination of surveillance activities and regular inspection programs. Council will continue to educate the community and have ongoing enforcement in accordance with the Waste Reduction and Recycling Act 2011 (WRRRA 2011).

Illegal dumping landfilled tonnes



Illegal dumping by waste type collected



Landfill Capacity is diminishing in the region

Council operates four active landfills, 15 transfer stations and 2 bin compounds, with more than 95% of the household population within a 20-minute drive from a waste facility.

A critical issue for the South Burnett region is approved landfill capacity, with the Kingaroy landfill forecast to reach capacity between 2027 and 2031. For every tonne of waste disposed to landfill, it costs an estimated \$100/tonne (ex GST), excluding the QLD State

Waste levy. This cost will increase if Council has to develop an engineered landfill cell for future waste disposal.

The capacity issues at existing landfills emphasises the need to maximise resource recovery and maintain valuable approved landfill space.

A summary of landfill airspace capacity current in July 2023 is provided in the table below:

Site	Remaining airspace	Potential additional airspace	Closure year (estimate)
Kingaroy	56,000m ³	100,000m ³	2027 to 2031
Nanango	377,900m ³	500,000m ³	2038
Wondai	388,438m	Nil	2041
Murgon	57,550m ³	Nil	2026

Due to the Kingaroy landfill reaching capacity from 2027 to 2031, an essential need for disposal infrastructure planning has been identified. Options that will be examined by Council over the duration of this Plan will include:

- Resource recovery that reduces waste to landfill and increases waste diversion
- Construction of a new landfill site within the region
- Expansion of one of the existing Council operated landfills in the region

- Transporting waste out of the region to an existing landfill
- Development of an alternative waste treatment facility
- Potential to increase the life of current landfills by diverting organics to a compost facility

This critical piece of planning and a preferred strategic direction needs to be completed in 2024 to ensure a solution can be put in place by 2027.



Our Resource Recovery Targets - 2030

South Burnett Regional Council aims to contribute towards the Queensland State Government targets by 2030, but is unlikely to achieve the targets without significant financial support from the State Government to implement services such as a kerbside FOGO (food organics/ garden organics). The Plan targets and alignment to the Queensland State Government are detailed below:

Waste reduction target for households (kg per capita)

	2021 baseline	2025 reduction target	2030 reduction target
State Target		10%	15%
South Burnett Household Waste (kerbside and self-haul from households)	459	436	413

Waste diversion from landfill (recovery rate as a percent of total household generated)

	2021 baseline	2025 reduction target	2030 reduction target
State Target		55%	70%
South Burnett Household Waste (kerbside and self-haul from households)	25%	33%	40%

Recycling rates (as a percentage of total waste generated)

	2021 baseline	2025 reduction target	2030 reduction target
State Target		50%	60%
South Burnett Household Waste (kerbside and self-haul from households)	25%	33%	40%



5. Focus Areas and Implementation Actions



Focus Area 1 - Waste avoidance and education

The aim of waste avoidance and education is to encourage positive community change in waste avoidance, reduction and re-use.

Waste avoidance, reduction and re-use will require all community members to make changes at home, work, school and at their workplaces. There must be a change in the way we live our lives to avoid the creation of waste in the first place.

Council will aim to change our view of waste and prioritise resource use, either through re-use, re-purposing, or recycling materials. To achieve this, we will prioritise actions that:

- Promote waste avoidance.
- Promote waste reduction and education.
- Enhance diverted materials by repairing them or supplying them to local charity shops.
- Enhance Council’s tip shops.

Illegal dumping reduces the amenity in areas of the community and burdens Council and other land managers with clean-up costs. We will continue to fund and support surveillance, compliance, and enforcement to minimise the occurrence of illegal dumping and littering.

Education is the key to promoting this behavioural change of waste avoidance, reduction, and re-use. We will target early learning, schools, and local business to promote the message. Council can also be a leader through action within our organisation.





Theme	Action	Timeline ¹	Measure
Waste Avoidance and Education	Develop and implement an annual waste education plan focused on early learning, schools and local industry	Short	Education plan adopted, updated annually
	Develop and implement specific education program for kerbside recycling with the intention of reducing contamination and increasing diversion	Short	Kerbside recycling plan adopted, updated annually
	Promote kerbside recycling collection service to business to increase number of recycling services and avoid waste to landfill	Short	Increased recycling services to local business
	Develop Tip Shops at all supervised transfer facilities for recovered goods for sale	Medium	Tip shop developed
	Promote and develop partnerships with local community groups and thrift shops to maximise hiring, repair, re-use and recycling of materials	Short	Local groups utilising resources
	Engage with community and event planning to adopt waste practices that encourage resource recovery at events	Medium	Best practice waste management at events
	Implement landfill bins on product stewardship materials, if approved by QLD State Government – batteries, solar panels, mattresses	Medium	Liaison with State Government
	Perform waste characterisation surveys of kerbside or self-hauled waste every 2-years	Short	Annual waste survey report
	Continued focus on illegal dumping	Ongoing	Education campaigns, surveillance and local laws enforcement
	Council to capture data on it's own waste generation and develop recycling/re-use program to achieve improvements	Medium	Data capture method for Council waste streams
Council to improve re-use of recovered product within Council business activities	Medium	Identify resource streams for Council use and increase internal uptake	

¹ Timeline definition: Short is 1-2 years, Medium is 3 -5 years, Long is 6-years+



Focus Area 2 - Waste disposal security

The aim of waste disposal security is to secure an essential waste disposal solution for the community for the next 20-years.

Even if the South Burnett population significantly improves waste avoidance and recycling performance, we will need new capacity to manage residual waste. Our highest priority is to extend the life of our current landfills and prepare for the medium-term closure of the Kingaroy landfill.

Council's active landfills at Kingaroy, Nanango, Wondai, and Murgon are unlined and in total, are approved to accept 22,000 tonnes per annum of waste to landfill, with different acceptance levels at each landfill. Without resource diversion, this limit is insufficient to cater for the region's future need and there will likely be a need to increase the

Environmental Approval. To align with current regulatory standards, any future landfill for the region will need to be engineered and lined to better manage the environmental impacts from waste.

In the short term, Council will need to decide on the best option for residual waste management. Potential solutions being considered include developing a new landfill site for the region, expanding, and upgrading an existing landfill site or transporting waste to a landfill outside the region. Our view is that a small-scale energy from waste facility is not cost effective for the community.

Theme	Action	Timeline ²	Measure
Waste disposal security	Improve compaction rate and operational performance at existing landfills to extend the remaining life	Short	Track compaction performance and set improvement targets
	Complete feasibility analysis of waste disposal options to determine the best environmental, social and financial option for waste disposal when Kingaroy reaches closure capacity	Short	Analysis completed Select preferred option in 2024
	Planning, approvals and procurement to implement the preferred long-term waste disposal option	Medium to Long	Deliver preferred option by 2028
	Seek amendments to the Environmental Authority for Council's landfills that reflects outcome from the preferred waste disposal option	Short	Amended Environmental Authority
	Closure of Murgon landfill around 2026	Medium	Landfill closure plan



Focus Area 3 - Compliance and social licence

The aim of compliance and social licence is to meet our legal obligations and maintain the community confidence to operate waste facilities safely and with high environmental regard.

Pollution from waste can have long-term impacts on the environment and human health. Queensland has a strong regulatory framework that sets the rules and standards for how Council must manage waste, particularly at landfills. It is incumbent on Council to ensure that its operations are always compliant, as well as dealing with legacy issues such as rehabilitation and monitoring of landfills.

A critical outcome for Council during this Plan is to increase the tonnage limits on landfill licensing to meet our future needs. We will also

continue with final capping of old, closed landfills and commence final capping of the Murgon landfill. These sites represent a long-term financial liability, as well as an environmental risk that Council needs to manage.

Council will also need to ensure that it actively manages environmental risk of current operations, particularly the Kingaroy and Nanango landfill. Key issues are leachate generated from the landfill and impact to groundwater, landfill gas and stormwater discharges.

Theme	Action	Timeline ³	Measure
Compliance and social licence	Install weighbridge at Nanango and Wondai landfills	Short	Install complete in 2024
	Maintain compliance with the Environmental Authority	Ongoing	EA amendment approved by regulator
	Develop Site Based Management Plans for all landfills and transfer stations (where relevant)	Short	Completed SBMP
	Meet the reporting and financial requirements under the Queensland Government waste disposal level	Ongoing	Timely and accurate reporting to the State Government
	Comply with site requirements regarding waste disposal and resource recovery areas (RRA's) necessary under Queensland Government legislation	Ongoing	Site operational in compliance with requirements
	Train all relevant Council and waste facility staff in the Queensland Government waste disposal levy (waste operations, Council administration and finance)	Ongoing	Annual training
	Measure and manage contractor performance to achieve contract performance standards	Ongoing	Contractor performance reporting
	Establish consistent method for waste reporting to track performance	Ongoing	Reporting method documented and applied

³ Timeline definition: Short is 1-2 years, Medium is 3-5 years, Long is 6-years+

Focus Area 4 - Sustainable waste services and infrastructure

The aim of sustainable waste services and infrastructure is to achieve waste and recycling services that are safe, easy to use and cost effective and support the trajectory to increased resource recovery.

Council’s waste network of supervised and unsupervised transfer stations provides most residents with access to multiple waste facilities within a 20 to 25 minute drive from households. This delivers an excellent level of service to residents, but we will need to modernise and upgrade facilities to meet the challenge of improve resource recovery and developing circular economy.

Overall, there is a need to review the service level standards across the waste network and balance the need for service delivery to the community with the cost of running the service. Getting the right infrastructure, in the

right place will be critical to recover, reuse and extend the life of our landfill assets. An efficient waste infrastructure network is key to being able to deliver greater diversion whilst minimising upward pressure on prices.

Methane emissions from landfills can also present a future carbon emissions risk for Council and can be captured for flaring to minimise impact. Council will seek to understand if gas can be captured and treated at certain landfills to align with Council’s corporate carbon emissions reduction.



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Theme	Action	Timeline ⁴	Measure
Sustainable waste services and infrastructure	Review service standards, transport efficiency and costs of the transfer station network and adopt a service standard	Short	Service levels adopted by Council
	Review all unsupervised bin compounds, complete safety and operational risk assessment and define service standards	Short	Completed risk assessment in 2024 and action within capital/operational budget
	Develop infrastructure upgrade program across the unsupervised transfer facilities to meet service standards	Medium	Capital works delivery program
	Masterplan for Kingaroy waste facility	Medium	Completed masterplan
	Masterplan for Nanango waste facility	Medium	Completed masterplan
	Improve resource recovery infrastructure at Kingaroy and Nanango	Medium/ Long	Increased resource recovery services and better customer experience
	Feasibility assessment of gas capture and flaring at landfill's to reduce carbon emissions and meet Council's carbon reduction initiatives	Medium	Feasibility study
	Complete ongoing rehabilitation and after-care of legacy landfills in accordance with Council's 10-year capital works program	Short Medium Long	Progressive rehabilitation of sites and approval from regulator
	Closure and final capping of Murgon landfill	Long	Landfill closure plan

⁴Timeline definition: Short is 1-2 years, Medium is 3 -5 years, Long is 6-years+

Focus Area 5 - Recovery of resources

The aim of recovery of resources is to build capacity within the South Burnett to divert resources from landfill that can be reused for better purposes.

Council supports an approach to resource recovery that aligns with the waste hierarchy and moves us towards a circular economy future. Equally, we acknowledge the challenge of being a regional community and not having sufficient scale to achieve the highest resource recovery outcomes in an affordable manner.

A focus of this Plan will be to increase material recovered, which requires enhanced services and infrastructure. We need to make the investment in infrastructure and systems that make it easy to re-use, recycle and

recover. When these have been improved, we can apply circular economy principles to better manage extracted resources, particularly through use across Council's own business.

Key materials that will be targeted for resource recovery will include concrete, timber pallets, asphalt scrapings, scrap metals, E-waste, mattresses and organics. Council will be proactive in seeking external funding and partnering with the private sector to deliver outcomes.



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Theme	Action	Timeline ⁵	Measure
Recovery of resources	Upgrade resource recovery infrastructure, services and signage across the transfer station network to prioritise resource recovery	Medium	Front-end resource infrastructure at supervised sites
	Review waste streams and expand resource recovery activity at waste facilities to divert more waste from landfill including C&I and C&D	Medium	Expanded diversion of resource streams at Council waste facilities
	Investigate and promote the establishment of mattress processing in the South Burnett region	Short	Mattress processing infrastructure implemented
	Investigate and promote the establishment of polystyrene processing in the South Burnett region	Medium	Polystyrene processing infrastructure implemented
	Investigate Alternative Waste Technology (AWT) or energy from waste to see whether it is suitable for the South Burnett	Long	Explore AWT options
	Investigate the feasibility of a kerbside organics collection service (greenwaste or FOGO) and alternative home based solutions	Medium	Completed business case
	Support home and community composting initiatives	Short	Expand home composting across the region
	Council adopts sustainable procurement policies in infrastructure/construction projects that support materials sourced from circular economy	Medium	Council's procurement to establish minimum standards for reuseable materials in construction projects
	Council to develop circular economy within it's own business, to demonstrate leadership	Medium	Identify resource streams for Council use and increase internal uptake

⁵ Timeline definition: Short is 1-2 years, Medium is 3 -5 years, Long is 6-years+

Focus Area 6 - Financial sustainability

The aim of financial sustainability is to understand the full cost of service delivery and enhance decision making that are in the best interests of the community.

In a regional context, the delivery of waste services to a local community is an expensive undertaking and requires ongoing spending on waste infrastructure, kerbside collection services and waste management facility operations and supervisions. Council's waste businesses are operationally complex, comprising multiple transfer stations, landfills, bin compounds and a range of resource recovery activities from green waste processing through to tyre recycling.

Throughout the life of this Plan, there will need to be significant capital investment in waste to deliver a long-term waste disposal solution and improve resource recovery. Current and legacy landfills also need rehabilitation, and this is estimated to cost

\$10 million to meet expected standards of closure. These aspects have an impact on the price that the community must pay for waste services, either through waste rates or paying for waste disposal when they use a waste management facility.

Council will advocate for funding support to deliver infrastructure improvements and relentlessly pursue grants to minimise the cost to ratepayers.

To support financial sustainability of waste operations, this Council is focused on understanding the full cost of service delivery and making decisions that are in the best interest of the community.

Theme	Action	Timeline ⁶	Measure
Financial sustainability	Source and submit grant funding opportunities for waste infrastructure to soften impact of capital program on ratepayers	Ongoing	Annual submit minimum of two grant funding applications
	Develop and maintain a 10-year capital works plan that reflects strategy actions and asset management priorities	Short	10-year capital works plan
	Develop a full cost price model to understand the financial sustainability of the waste business	Medium	Completed full cost price model
	Adopt a price path that moves the waste operation to full cost price including implementing cost saving opportunities and revenue streams	Medium	Price path options
	Review landfill disposal fees to ensure alignment with the future preferred waste disposal solution	Medium to Long	Annual review of Fees and Charges

⁶Timeline definition: Short is 1-2 years, Medium is 3 -5 years, Long is 6-years+





Focus Area 7 - Regional waste collaboration

The aim of regional waste collaboration is to leverage better information sharing and access regional economies of scale for procurement and service delivery.

Regional collaboration is valuable, to enable Council to learn from other local governments and industry. Relative to larger local governments, Council has a small waste team and through collaboration, we can utilise other resources, save costs and improve efficiency. Council will have a higher likelihood of attracting grant funding if we can work regionally on waste solutions. Collaboration will support Council by:

- Better information and idea sharing
- Identifying and implementing solutions to regional problems
- Leveraging existing waste infrastructure across the region and achieving greater economies of scale for procurement activities and projects
- Having a greater voice on industry and government platforms

Theme	Action	Timeline ⁷	Measure
Regional waste collaboration	Strengthen the relationship with Cherbourg Aboriginal Shire Council to gain mutual benefits from waste and recycling infrastructure	Ongoing	Review infrastructure and capabilities and see how we can use for mutual benefit
	Maintain network membership in the Darling Downs and Wide Bay Burnett regional waste groups	Ongoing	Attend regional waste groups workshops, events
	Collaborate with regional council groups to identify opportunities for establishing and sharing regional resource recovery infrastructure	Ongoing	Identify opportunities and funding to deliver regional waste projects, specifically with a circular economy focus
	Advocate and represent Council interests at regional, state and federal levels	Ongoing	Coordinate regional submissions on waste decision
	Advocate for mandatory expanded or enhanced Product Stewardship Schemes such as solar panels, batteries, expanded Container Refund Scheme	Ongoing	Advocacy support through Local Government Association of QLD (LGAQ)
	Develop and implement a data collection method for consistent reporting requirements	Medium	State government and regional waste group support for project

⁷ Timeline definition: Short is 1-2 years, Medium is 3 -5 years, Long is 6-years+

6. Monitor and Review

Review, measure and recalibrate

The Action Implementation Plan (AIP) for each focus area outlines a structured vision for resource recovery and infrastructure investment for solid waste until 2029, with 52 actions.

The AIP has been designed and developed to be adaptive around the Plans objectives to account for any changes in the industry as well as any regulatory changes.

The Plan will be monitored through annual reviews in the following manner:

- Alignment with Council's annual budgeting cycle, including the 10-year capital works budget
- Annual reporting of waste and resource recovery to the Queensland State Government
- Corporate planning and operational plan cycle

Funding and financial sustainability

The targets and actions outlined in this Plan are designed to be achievable and some are essential to the Councils ongoing ability to deliver the essential service of waste management to the community. Many of the larger infrastructure projects which require capital expenditure on waste facilities and will need to be included in Council's 10-year capital works program and long-term financial forecasts.

The Queensland waste levy is a market-based instrument that incentivises avoidance of waste and recycling over landfill disposal and is retained by the State Government. A portion of the waste levy revenue is set aside for local government to fund waste, resource and circular economy programs and initiatives. Council will vigorously advocate and pursue funding from the State Government to implement initiatives outlined in this Plan.





APPENDIX A – Waste Facilities

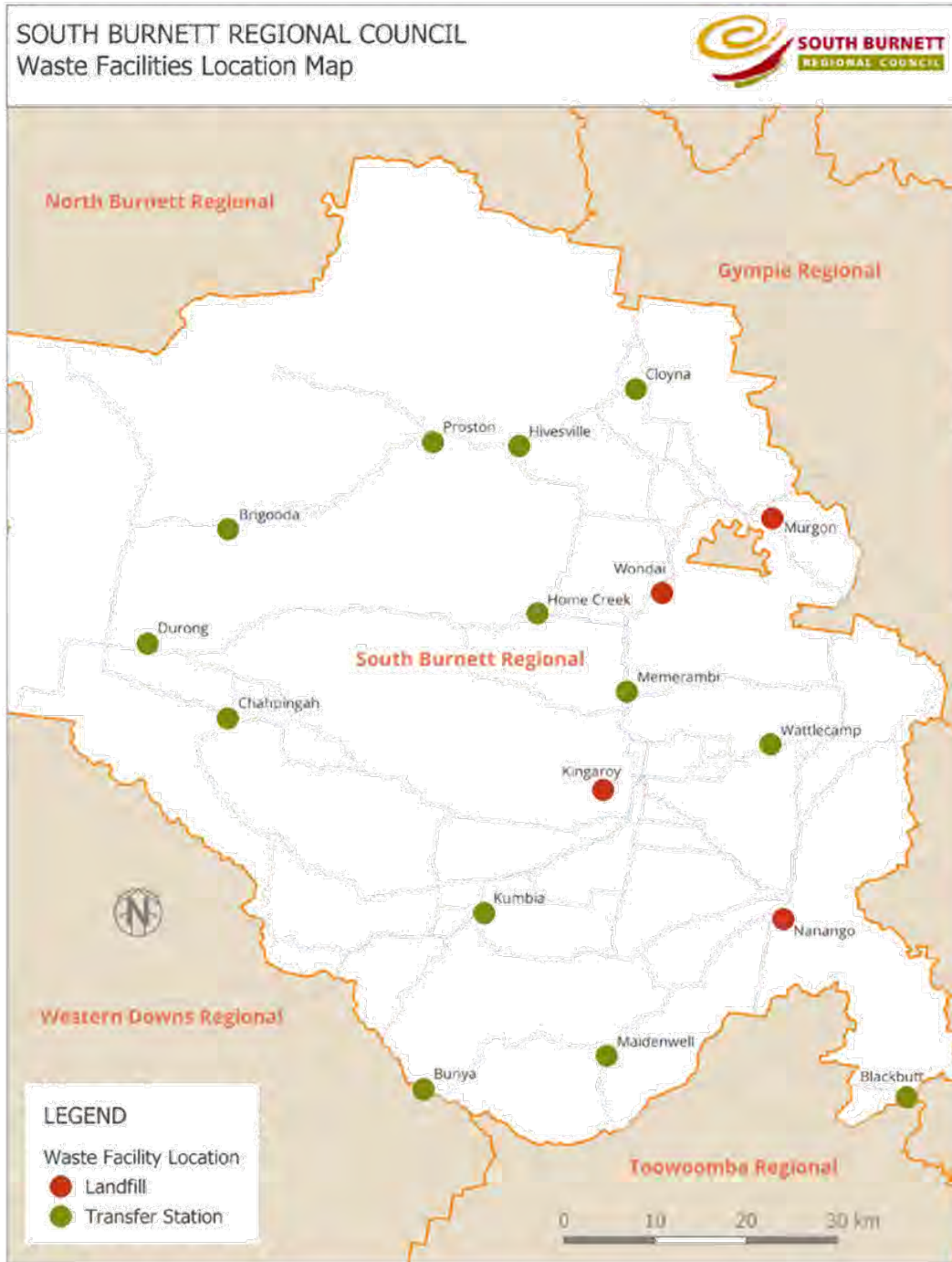
Council currently delivers the following services across the South Burnett Region:

- Kerbside general waste collection
- Kerbside recycling collection
- 4 landfill (waste disposal) facilities
- 6 supervised transfer stations
- 9 unsupervised transfer stations
- 2 bin compounds
- Recovery shop at Kingaroy (operated by private operator)
- Recovery shop at Nanango (operated by contractor)
- Litter and illegal dumping removal
- Waste education



	Open hours per week	Customers accepted	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Weigh bridge	Front end recovery	Transfer station	Tip shop	Green waste pad	Bulky waste pad	
Landfill/ Transfer Station																
Kingaroy	63	All	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	
Nanango	63	All	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✓	✓	✓	
Wondai	28	All	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✓	✓	
Murgon	28	All	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✓	✓	
Supervised Transfer Stations																
Blackbutt	45	All	✓	✓	✗	✓	✓	✓	✓	✗	✗	✓	✓	✓	✓	
Wattlecamp	27	Domestic only	✗	✗	✓	✗	✗	✓	✓	✗	✗	✓	✗	✗	✗	
Unsupervised Transfer Station (daylight hours only)																
Memerambi	27	Domestic only	✗	✗	✓	✗	✗	✓	✓	✗	✗	✓	✗	✗	✗	
Chahpingah	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Brigooda	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Cloyna	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Hivesville	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Homecreek	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Kumbia	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Maidenwell	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Proston	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✓	✗	
Bunya Mtns	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	
Durong	24/7	Domestic only	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗	✗	✗	

APPENDIX B - Waste Facility Coverage



APPENDIX C – Policy and Legislative Framework

Government level	Waste targets and responsibility
Federal	<p>Recycling and Waste Reduction Act 2020</p> <p>Established a national framework to manage waste and recycling. It includes export bans on recyclable products and aims to stimulate economic</p> <p>National Waste Policy 2018</p> <p>Adopts five principles that support the vision of a circular economy where we maintain the value of resources for as long as possible. These include:</p> <ul style="list-style-type: none"> ▪ avoid waste ▪ improve resource recovery ▪ increase use of recycled material and build demand and markets for recycled products ▪ better manage material flows to benefit human health, the environment, and the economy ▪ improved information to support innovation, guide investment and enable informed consumer decisions <p>National Waste Policy Action Plan 2019</p> <p>Established targets and actions to implement the 2018 National Waste Policy to guide investment and national efforts to 2030 and beyond. Targets and actions focus on:</p> <ul style="list-style-type: none"> ▪ export of waste plastic, paper, glass, and tyres ▪ waste generation and resource recovery rates from all waste streams ▪ use of recycled content by governments and industry ▪ problematic and unnecessary plastics ▪ organic waste sent to landfill ▪ data for industry and community decision making <p>2025 National Packaging Targets</p> <p>These targets apply to all packaging that is made, used, and sold in Australia and APCO is the organization responsible for facilitating their delivery. Supported by Australian industry and government to deliver a new and sustainable approach to packaging, the 2025 targets are:</p> <ul style="list-style-type: none"> ▪ 100% reusable, recyclable, or compostable packaging ▪ 70% of plastic packaging being recycled or composted ▪ 50% of average recycled content included in packaging (revised from 30% in 2020) ▪ the phase out of problematic and unnecessary single-use plastics packaging

APPENDIX C – Policy and Legislative Framework

Government level	Waste targets and responsibility
<p>Federal</p>	<p>National Plastic Plan 2021</p> <p>A plan to address plastic waste at the source through prevention, take responsibility for our plastics through better recycling and address challenges of plastics in our homes and in our oceans and waterways. The RecycleMate App encourages people to find out what they can and can't recycle more easily.</p> <p>Recycling Modernisation Fund (RMF)</p> <p>The RMF will generate over \$600 million of recycling investment in new infrastructure to sort, process and remanufacture materials such as mixed plastic, paper, tyres, and glass.</p>
<p>State</p>	<p>Waste Reduction and Recycling Act 2011</p> <p>All local governments are required to adopt a Waste Reduction and Recycling Plan that sets out clear guidelines and targets to meet the objectives under the Waste Reduction and Recycling Act.</p> <p>Information required includes:</p> <ul style="list-style-type: none"> ▪ population growth forecast ▪ residential and commercial development ▪ waste types and quantities handled ▪ services and facilities in place to manage the various types of waste according to the waste and resource management hierarchy. ▪ an action plan to chart a course towards meeting the State's waste and resource management strategy goals and targets <p>Waste Management and Resource Recovery Strategy 2019</p> <p>A strategic plan for a better way of managing waste in Queensland by harnessing the potential value of resources that have traditionally been discarded. Key targets are:</p> <ul style="list-style-type: none"> ▪ 25 per cent reduction in household waste by 2050 ▪ 90 per cent of waste is recovered and does not go to landfill by 2050. ▪ 75 per cent recycling rates across all waste types by 2050 <p>Waste Disposal Levy 2019</p> <p>The State Government introduced a waste levy in July 2019 to disincentivise disposal of waste to landfill. To protect ratepayers from rising disposal costs, the State has been reimbursing local governments for the levy fees incurred on household waste, however, this payment is set to reduce significantly over the coming years.</p>

APPENDIX C – Policy and Legislative Framework

Government level	Waste targets and responsibility
State	<p data-bbox="446 443 1262 477">Resource Recovery Industries 10-year Roadmap and Action Plan 2019</p> <p data-bbox="446 495 1254 607">Sets out a plan to support industry growth and job creation in resource recovery, including framework for grant funding. Interacts with resource recovery precinct planning provides for beneficial co-location of recycling and post-recycling.</p> <p data-bbox="446 651 730 685">Single-Use Plastics Bans</p> <p data-bbox="446 703 1278 815">The State Government banned single-use plastic bags in July 2018 and passed laws in December 2020 to ban other single-use plastic products, including straws, from 1 September 2021. Other single use plastic items are continually being reviewed for inclusion in the ban.</p> <p data-bbox="446 871 804 904">Recycling Modernisation Fund</p> <p data-bbox="446 922 1259 1005">A joint initiative of the Queensland and Australian governments providing \$40 million in funding support for industry infrastructure expansions or upgrades to address gaps in the State’s waste reprocessing capacity.</p> <p data-bbox="446 1061 783 1095">Organics Strategy 2022-2032</p> <p data-bbox="446 1113 1278 1196">Provides the overarching framework and action for improved management of organic materials along the organics supply chain and consumption chain.</p> <p data-bbox="446 1252 818 1285">Organics Action Plan 2022-2032</p> <p data-bbox="446 1303 1273 1415">Provides a clear roadmap for how Queensland plans to avoid generating organic waste, reduce the impacts of organic waste on the environment and communities, transition to a circular economy and build economic and market opportunity for the organics recycling industry.</p> <p data-bbox="446 1471 807 1505">Energy from Waste Policy 2021</p> <p data-bbox="446 1523 1275 1570">Non-statutory policy sets framework for role of EfW in Queensland and key performance and compliance indicators.</p> <p data-bbox="446 1626 932 1659">Containers for Change collection scheme</p> <p data-bbox="446 1677 1286 1760">Queensland container refund scheme facilitates a 10-cent refund for eligible drink containers at approved container refund points. Recently approved inclusion of wine and spirit bottles from November 2023.</p>

APPENDIX C – Policy and Legislative Framework

Government level	Waste targets and responsibility
<p>Regional Plans</p>	<p>Darling Downs and South West Regional Councils</p> <p>Non-statutory plan for the Darling Downs and South West group of Councils.</p>
<p>South Burnett Regional Council</p>	<p>Corporate Plan 2021-2026</p> <ul style="list-style-type: none"> • EN2 - Develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint. • EN3 - Continue to provide and investigate options to improve waste reduction, landfill management and recycling.





SOUTH BURNETT
REGIONAL COUNCIL

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 southburnettregion

DRAFT Waste Strategy Feedback

ECM ID	Feedback
<p>3094617 3094682</p>	<p>"The Plan clearly identifies that our overall recycling target is 40% by 2030, below the State target of 60%. Similarly, the State target of increasing Municipal Solid Waste diverted from landfill to 70% by 2030 will not be achieved. We are aiming to achieve 40% Municipal Waste Diversion by 2030. " Why Not? 3.2.1 It appears you're only making a decision based on finances?? "In the South Burnett, one of the main potential opportunities for circular economy is organic materials, that could be processed and retained in the region to sustain our important agricultural sector. We acknowledge that we need to crawl, before we walk and will keep an eye on circular economy opportunities over the life of this strategy and beyond. By aligning to the principals of circular economy, Council is also supporting the Queensland Government in the creation of jobs and a stronger economy to transition to a net zero waste and zero net emission economy by 2050." There are opportunities NOW, get up off the ground, start walking and do it e.g Green Waste Recycling, failing to manage green waste means your pumping harmful toxins into the atmosphere, instead of managing it and making money from it!! Why?? 4.4. We need to bump those numbers. The state target is that of a state we are part of. I know we're behind the state in many areas currently, but why would you maintain that poor trend? Please explain why you won't meet the state targets? 5.1 "Council can also be a leader through action within our organisation" What will you do, to visibly lead our community in improving waste management?? "Enhance Council's tip shops" This is the only identified action in section 5.1, it's a positive, but more action in other areas would be great, please advise what else you're doing, firm accountability please?? 5.2. "Our view is that a small-scale energy from waste facility is not cost effective for the community" Who's view? Please elaborate?? Previously you said this would be considered, now?? Waste capture from green waste and sewage can be very viable, what formal assessments, data and consultation has occurred here?? "Complete feasibility analysis of waste disposal options to determine the best environmental, social and financial option for waste disposal when Kingaroy reaches closure capacity Short Analysis completed Select preferred option in 2024" What? When was the community consultation on this? What is the "preferred"??? This is not an action... "Planning, approvals and procurement to implement the preferred long-term waste disposal option Medium to Long Deliver preferred option by 2028" This translates to doing nothing for 6 years!! This is not an action, by the time this action is due, you'll be issuing a new "Strategy" and geez, i use that term as loosely as possible as that action highlights your plan to do Nothing! Please explain Why?? "Seek amendments to the Environmental Authority for Council's landfills that reflects outcome from the preferred waste disposal option" What and Why?? 5.3 "The aim of compliance and social licence is to meet our legal obligations and maintain the community confidence to operate waste facilities safely and with high environmental regard. " You do not show this, i would say blatant disregard aligns more, and you don't highlight the gaps nor reasonable actions to close them. Please correct this and provide a response. 5.4. "The aim of compliance and social licence is to meet our legal obligations and maintain the community confidence to operate waste facilities safely and with high environmental regard. " Methane emissions have and continue to occur from the poorly managed facilities. In section 5.2 you state energy capture has been determined not viable, in another section you refer to reviewing this??? And again, vague actions, your measures are questionable and difficult for even council to track and hold accountable and time frames are so long the next report will likely say the same thing... please update myself and the community with effective solutions and actionable, traceable outcomes?? 5.5 "Investigate and promote the establishment of mattress processing in the South Burnett region" Great! "Investigate Alternative Waste Technology (AWT) or energy from waste to see whether it is suitable for the South Burnett Long Explore AWT options" Too long and your Measure is an Action, please provide an actionable strategy?? "Council to develop circular economy within its own business, to demonstrate leadership Medium Identify resource streams for Council use and increase internal uptake" Your action should be in place and visible now. Your Measure is an Action, please provide an actionable strategy?? 5.6 The commentary here just highlights the importance of having a plan... Know your asset, maintain your asset, budget for your asset. It's clear here, you don't have a plan or budget...The cost to community from incompetence is high, please get the people you need to do this job properly.. 5.7 Just sounds like a reason for</p>

	council members to go on taxpayer funded junkets without providing solutions. How about some more meaningful environmentally motivated collaboration with local groups and community engagement with a view to generate meaningful outcomes...?? 6. If you believe this is a reasonable strategy with a structured vision, I believe independent auditing is required to assign real actions and accountability. I look forward to an update. Regards Shaun
3094654	This plan does look very comprehensive and manageable. Thank you. Do you follow up with people caught on surveillance dumping illegally and identifiable? Is there a fine for illegal dumping? May be in the report but I missed it.
3095363	ensure all households have a bin and recycle collection service implement a kerbside collection day - which will help with dumping of rubbish
3097333	Investigate a high temperature incinerator adjacent to Tarong Power facility, reuse the heat created to generate power and dispose of the waste by product in an open cut pit at Meandu Mine. Do not levy households to dispose of Green Waste as it could lead to many uncontrolled backyard burns.
3099876	Your thoughts/feedback on the Draft Waste Strategy I think we need a green waste bin
3100600	It looks like the typical bureaucrat generated waffle. It's ideology without much real planned actions to achieve the desired result. eg what real actions will be implemented so that people in rural areas can recycle glass, plastics, tin cans etc. Wilkesdale transfer station used to have a bin for glass, but it was taken away. There could easily be bins for metals and recyclable plastics as well. Note that there should be signage with pictures showing exactly what can and can't go in these bins.
3102883	Previously the transfer station had been locked with a key located at the local store (now shut) or local residences could obtain one easily from council to be able to use this facility any day of the week making for convenient refuse disposal. Since then, it has been left open 24/7 to now only being open Wednesdays Saturdays and Sundays, leaving reduced amount of days available for refuse to be taken to the station compounded by being a shift worker... This could be solved by allowing us to utilise the garbage collection that passes our front door. Collection is made at the start of recreation drive for local residences, the refuse truck drives past our front door to Gordonbrook Dam for collection, then back past our front door to continue on collecting at other locations, but we are told along with neighbours that collection isn't available for our address, go figure... Proposing two options Allowing us to utilise refuse collection by the waste collection or Allow local residence to obtain a key to the transfer station to be able to utilise this facility when required and suitable.

15 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS

15.1 REQUEST TO APPLY FOR THE COMMUNITY ENERGY UPGRADES FUND ROUND 1

File Number: 24/01/2024

Author: Manager Facilities and Parks

Authoriser: Chief Executive Officer

PRECIS

Request for Council to apply for the Community Energy Upgrades Fund Round 1.

SUMMARY

Application for funding under the Community Energy Upgrades Fund Round 1, which co-funds energy efficiency projects for local governments.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council delegate to the Chief Executive Officer for a grant application to be submitted for funding under the Community Energy Upgrades Fund Round 1.

FINANCIAL AND RESOURCE IMPLICATIONS

That Council use \$200,000 from the 23/24 Capital Budget to make a matching cash contribution of 50 percent towards grant activities. The total cost of the project will be approximately \$400,000.

LINK TO CORPORATE/OPERATIONAL PLAN

EN2 Develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint.

EN5 Encourage responsible investment in renewable energy.

OPE/19 Engage key stakeholders and advocacy activities to develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Consultation has been held within internal sections of Council. Further consultation will occur with relevant stakeholders prior to the commencement of the project.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct Legal Implications

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct Policy/ Local Law Delegation Implications

ASSET MANAGEMENT IMPLICATIONS

Council owned and/or operated facilities identified as being suitable will have energy efficiency upgrades installed.

REPORT

The Community Energy Upgrades Fund Round 1 provides co-funding to local governments to reduce energy bills and emissions from local government owned and/or operated facilities. This program aims to contribute to Australia meeting its emission reduction targets of 43 percent by 2030, Net-Zero emissions by 2050 and 82 percent renewable electricity generation by 2030.

The total funding available for this program is \$2,500,000 and the minimum amount available is \$25,000. Applicants are required to provide a cash contribution of 50 percent towards grant activities. If successful, applicants have 24 months after receiving the grant funding to complete their project.

If successful, the project that Council would deliver will involve implementing energy efficient upgrades such as solar power to Council owned building and community facilities like swimming pools, administration buildings, libraries etc. The facilities that will receive the upgrades will be ones identified as having the highest electricity usage and would therefore benefit from receiving these upgrades.

Applications for the grant close 30 April 2024.

ATTACHMENTS

1. Community Energy Upgrades Fund Round 1 Guidelines



Australian Government
Department of Industry, Science and Resources
**Department of Climate Change, Energy,
 the Environment and Water**

Grant Opportunity Guidelines

Community Energy Upgrades Fund Round 1

Opening date:	21 December 2023
Closing date and time:	5:00pm Australian Eastern Standard Time on 30 April 2024 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Climate Change, Energy, the Environment and Water (DCCEEW)
Administering entity:	Department of Industry, Science and Resources (DISR)
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	21 December 2023
Type of grant opportunity:	Targeted competitive

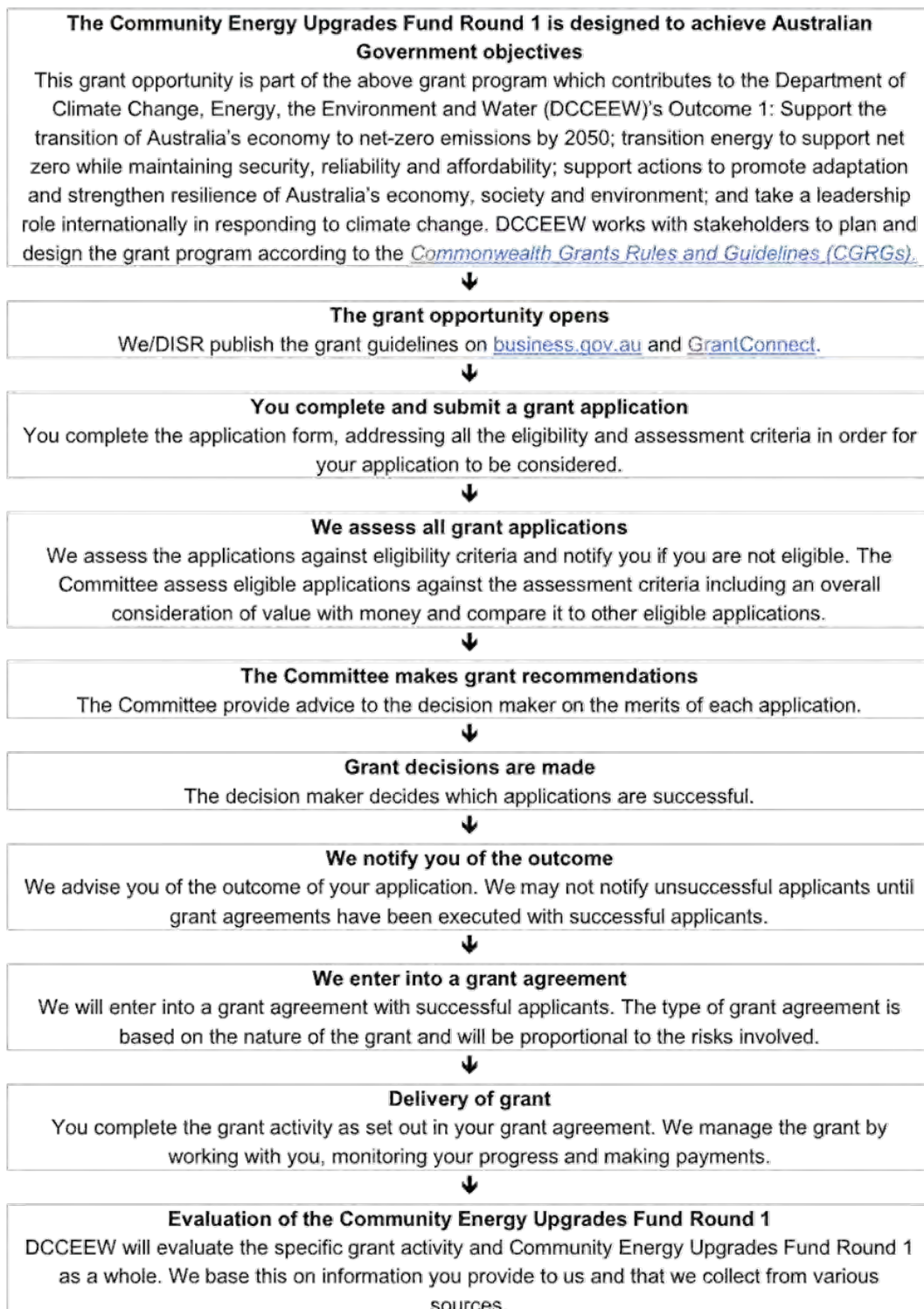
Template Version – April 2022

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1. Community Energy Upgrades Fund processes



1.1. Introduction

These guidelines contain information for the Community Energy Upgrades Fund Round 1

This document sets out:

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

This grant opportunity and process will be administered by the Department of Industry, Science and Resources (the department/DISR) on behalf of the Department of Climate Change, Energy, the Environment and Water (DCCEEW).

We have defined key terms used in these guidelines in the glossary at section 14.

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

2. About the grant program

The Community Energy Upgrades Fund (the program) will deliver \$100 million over 2 funding rounds and will run over 3 years from 2024-25. The program will co-fund energy efficiency and electrification upgrades for local governments to deliver reduced energy bills and emissions from local government owned and/or operated facilities. The program will contribute to Australia meeting its emission reduction targets of 43 percent by 2030, net zero emissions by 2050, and support 82% renewable electricity generation by 2030. It will also support the Commonwealth-led National Energy Performance Strategy (NEPS).

The objectives of the program are to support:

- the Government's broader efforts to reduce emissions and improve energy performance and contribute to Australia meeting its emission reduction targets of 43 percent by 2030, Net-Zero emissions by 2050 and 82% renewable electricity generation by 2030
- local governments to decarbonise their operations and reduce energy bills through energy efficiency and load flexibility upgrades and electrification of their facilities
- the improvement in energy performance necessary to more easily utilise renewable electricity and improve system reliability.

The intended outcomes of the program are:

- reduced energy bills and emissions from local government owned and/or operated facilities
- installed energy efficiency, load flexibility and electrification technology that is commercially available
- improved capability of local governments and the wider community to implement energy upgrades and electrification projects in their facilities.
- increased capacity of domestic supply chains and labour force to support significant future investment in energy efficiency upgrades
- improved workforce skills in delivering and operating energy transition projects.

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)¹.

3. Grant amount and grant period

3.1. Grants available

The Australian Government has announced a total of \$100 million over 2 funding rounds from 2024-25 to 2026-27 for the program. For Round 1 up to \$50 million is available.

- The minimum grant amount is \$25,000
- The maximum grant amount is \$2,500,000.

You are required to contribute towards the grant activities. The grant amount will be up to 50 per cent of eligible expenditure. Contributions to your project must be cash.

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

Other funding can come from any source including state, territory and local government grants. We cannot fund your project if it receives funding from another Commonwealth government grant.

You can apply for a grant for your project under more than one Commonwealth program, but if your application is successful, you must choose either the Community Energy Upgrades Fund Program Round 1 grant or the other Commonwealth grant.

3.2. Project period

You must complete your project by 31 March 2027.

The maximum project length is 24 months.

4. Eligibility criteria

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

4.1. Who is eligible to apply for a grant?

To be eligible you must:

- have an Australian Business Number (ABN)

and be one of the following entities:

- a Local Government Body
- a Joint Local Government Body (as defined in section 14).

Joint applications are acceptable, provided you have a lead organisation who is the main driver of the project. All parties within the joint application must be an eligible entity and be eligible to apply. For further information on joint applications, refer to section 7.2.

4.2. Additional eligibility requirements

We can only accept applications where you:

- declare that your targeted facility/ies or building/s is owned, managed or leased by local government at the time of application. Existing facilities and buildings owned by local government but tenanted by others are eligible

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

- declare that you will share your knowledge and learnings with other local governments and similar commercial facilities during and at the completion of your project, including the completion of a proforma case study
- provide all relevant mandatory attachments as outlined in section 7.1.

We cannot waive the eligibility criteria under any circumstances.

4.3. Who is not eligible to apply for a grant?

You or a member of your Project Partnership are not eligible to apply if they are not a Local Government Body or a Joint Local Government Body.

You are not eligible to apply if you or a member of your Project Partnership is:

- an organisation included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- an employer of 100 or more employees that has [not complied](#) with the *Workplace Gender Equality Act (2012)*
- any organisation not included in section 4.1.

5. What the grant money can be used for

5.1. Eligible grant activities

To be eligible your project must:

- be aimed at meeting the objectives of the grant opportunity, as outlined in Section 2.
- have at least \$50,000 in eligible expenditure
- be aimed at energy efficiency and/or electrification and/or load flexibility upgrades that reduce costs and emissions for local government's facilities or operations using commercially available technologies.

Eligible activities must directly relate to the project and may include one or more of the following:

- load flexibility/demand management systems, e.g. air-conditioning controls upgrades including demand management capabilities at a civic centre
- electrification upgrades, e.g. the replacement of a gas boiler with a heat pump and heat recovery at an aquatic centre
- electric vehicle charging infrastructure, e.g. smart electric vehicle charging for multiple vehicles at a depot for local government vehicles
- energy efficiency upgrades, e.g. variable speed drives fitted to electric motors at a wastewater treatment plant
- behind the meter renewables generation and storage, e.g. a rooftop solar power system with a virtual power plant enabled energy storage system at a childcare centre.

Integrated projects that bring together several activities and encompass multiple sites are encouraged e.g. an energy upgrade at a community centre including energy efficient building envelope improvements, energy efficient equipment, a solar power and battery storage system and disconnection of the gas supply.

We may also approve other activities, any additional activities must be in line with objectives and outcomes in section 2.

5.2. Eligible expenditure

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

- For guidance on eligible expenditure, refer to appendix A.
- For guidance on ineligible expenditure, refer to appendix B.

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

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 project may be eligible for grant funding. The program delegate (who is a manager within the department with responsibility for administering the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project activities.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

You must not commence your project until you execute a grant agreement with the Commonwealth. We are not responsible for any expenditure you incur until a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

5.3. What the grant money cannot be used for

For guidance on ineligible expenditure, refer to appendix B.

6. The assessment criteria

You must address all assessment criteria in your application. The Committee will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays character limits for each response.

We will only award funding applications that score at least 50 per cent against each assessment criterion.

6.1. Assessment criterion 1

Describe how your project will reduce local government greenhouse gas emissions and/or provide load flexibility (30 points).

You must demonstrate this through:

- a. explaining how impactful your project will be in relation to energy efficiency, load flexibility, electrification and/or emission reductions

- b. explaining how your project will reduce operational costs of local governments in the longer term
- c. providing calculated energy savings, emissions reductions and load flexibility capacity utilising the abatement calculator on business.gov.au.

To avoid penalising Councils already purchasing emissions-free electricity and to provide a level playing field the national full fuel cycle electricity emission factor in 2030 (0.31 tCO₂e/MWh as per Australia's Emissions Projections 2023) is used in the calculator. Emission reduction will be assessed on a \$ grant funding requested per tonne abatement. Load flexibility will be assessed by taking into consideration the type of flexibility and benefits provided such as capacity, duration, control and compatibility with network orchestration.

6.2. Assessment criterion 2

Wider impact of the grant funding (20 points).

You must demonstrate this through identifying:

- a. how your project builds the capability and skills of local governments and the wider community to undertake energy upgrades. For example, implementing projects not typically undertaken by local governments in your region/situation due to unfamiliarity/perceived risk, and in so doing providing an example that can be followed by others
- b. explaining how you intend to share your knowledge from the project for local government and community benefit.

6.3. Assessment criterion 3

Capacity, capability and resources to deliver the project (30 points).

You must demonstrate this through:

- a. detailing the technical feasibility of your project
- b. submitting a project plan including:
 - describing your resources, including, personnel, physical resources and facilities that you will use to deliver the project
 - your access, and future access to, any land, infrastructure, capital equipment, technology and intellectual property required to undertake eligible activities
 - how you plan to manage the project including scope, funding, governance, implementation methodology and timeframes
 - how you plan to identify and mitigate delivery risks, in particular technical risks such as technology selection, installation quality, electrical capacity and connection constraints (but also including national security, financial, land access and environmental risks)
 - how you plan to identify and mitigate work health and safety risks
 - how you plan to secure required regulatory and other approvals.

6.4. Assessment Criterion 4

Economic and social benefits (20 points).

You must demonstrate this through identifying:

- a. the impact of grant funding on your project. You should include information of the impact on your local community, project site and your projects viability without grant funding, including

specific reference to the location of your community (rural, regional, remote) and its financial resourcing

- b. any broader regional, social, economic and environmental benefits of your project.

7. How to apply

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

Applicants should read all eligibility and assessment criteria closely and attach detailed evidence that supports the assessment criteria.

You will need to set up an account to access our online [portal](#). You can only submit an application during a funding round. You can only submit one application per round. If your application is successful in Round 1 you will not be eligible for Round 2. If you are part of a joint application (either as a Lead Body, Project Partner or member of a Joint Local Government Body) and are eligible to apply, you cannot submit a separate application in the same round. If a joint application is successful in Round 1, all parties will be considered ineligible for Round 2.

To apply, you must:

- complete and submit the application through the online [portal](#)
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments.

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](#). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

After submitting your application, we will not contact you for clarification if we find an error or any missing information, including evidence that supports your eligibility/merit.

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

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

7.1. Attachments to the application

You must provide the following documents with your application:

- a project plan including a detailed project budget, planning, timeframes, implementation methodology, project risk assessments or reports and risk mitigation (in particular technical risks such as technology selection, installation quality, electrical capacity and connection constraints)
- detailed evidence that supports assessment criteria responses (where applicable). This could include energy audits, feasibility studies or other technical documentation as relevant to the proposed activities
- letter of support from each project partner (where applicable)
- recent electricity, gas and/or fuel bill/s relevant to the proposed activities
- completed abatement calculator (available on [business.gov.au](#)).

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

7.2. Joint (consortia) applications

We recognise that some Local Government Bodies may want to join together as a group to deliver a project. In these circumstances, the group must appoint a Lead Body. Only the Lead Body can submit the application form and enter into the grant agreement with the Commonwealth. The application must identify all other members of the proposed group (each a Project Partner) and include a letter of support from each of these Project Partners. Each letter of support should include:

- details of the Project Partner
- an overview of how the Project Partner will work with the Lead Body and any other Project Partners in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the Project Partner will bring to the group
- the roles/responsibilities the Project Partner will undertake, and the resources it will contribute (if any)
- details of a nominated management level contact officer from each Project Partner.

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

If you are part of a joint application (either as a Lead Body or Project Partner or member of a Joint Local Government Body) and are eligible to apply, you cannot submit a separate application in the same round. If a joint application is successful in Round 1, all parties will be considered ineligible for Round 2.

7.3. Timing of grant opportunity processes

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your project around September 2024.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	4 weeks
Approval and announcement of successful applicants	4 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	September 2024
Project completion date	31 March 2027
End date of grant commitment	30 June 2027

7.4. Questions during the application process

If you have any questions during the application period, [contact us](#) at business.gov.au or by calling 13 28 46.

8. The grant selection process

8.1. Assessment of grant applications

We first review your application against the eligibility criteria.

If eligible, your application will be assessed against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.²

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

- the overall objective/s of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought
- the spread of projects across geographical areas and the extent to which the geographic location of the application matches identified government priorities.

If applications are scored the same, the committee will consider value for money and geographical spread to recommend applications for funding.

8.2. Who will assess applications?

We will establish a committee comprised of DCCEEW departmental officials to assess applications. The Committee may also seek additional advice from independent technical experts or advisors to inform the assessment process.

² See glossary for an explanation of 'value with money'.

The Committee will assess your application against the assessment criteria and compare it to other eligible applications in a funding round before recommending which projects to fund. The Committee, and any expert or advisor, will be required to perform their duties in accordance with the CGRGs. The Committee will make a recommendation to the decision maker for approval.

8.3. Who will approve grants?

The decision maker decides which grants to approve taking into account the recommendations of the Committee and the availability of grant funds.

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

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding

We cannot review decisions about the merits of your application.

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

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

You can submit a new application for the same (or similar) project in any future funding rounds however if you are successful in Round 1 you will not be considered eligible for Round 2. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it for assessment.

9.1. Feedback on your application

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us, noting that any feedback will be based on your application and no comparative statements will be made with other applications.

10. Successful grant applications

10.1. The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample [grant agreement](#) is available on [business.gov.au](#) and GrantConnect.

We will manage the grant agreement through the online portal. This includes issuing and executing the grant agreement. Execute means both you and the Commonwealth have accepted the agreement. You must not start any Community Energy Upgrades Fund Round 1 activities until a grant agreement is executed. We are not responsible for any expenditure you incur and cannot make any payments until a grant agreement is executed.

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

If you enter an agreement under the Community Energy Upgrades Fund Program Round 1, you cannot receive other grants for the same activities from other Commonwealth granting programs.

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

We will use a standard grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

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. We will review any required changes to these details to ensure they do not impact the project as approved by the program delegate.

10.2. Specific legislation, policies and industry standards

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

In particular, you will be required to comply with:

- state/territory legislation in relation to working with children.
- local government planning requirements
- local government building approval requirements
- state/territory legislation relation to Workplace Health and Safety
- state/territory electrical safety regulations
- energy audits should meet AS/NZS 3598 2014.

10.3. How we pay the grant

The grant agreement will state the:

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

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

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

We set aside 10 per cent of the total grant funding for the final payment. We will pay this when you submit a satisfactory end of project report demonstrating you have completed outstanding obligations for the project. We may need to adjust your progress payments to align with available program funds across financial years and/or to ensure we retain a minimum 10 per cent of grant funding for the final payment.

10.4. Grant Payments and GST

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify

us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities³.

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

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of effect.

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#), Section 5.3. We may also publish this information on business.gov.au. This information may include:

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

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

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

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

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

12.2. Reporting

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

³ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

- progress against agreed project milestones and outcomes
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

Unless advised otherwise, grantees will also be required to complete a proforma case study which is to be submitted with their end of project report (template is provided on business.gov.au). This will assist the Commonwealth to evaluate energy upgrade outcomes at a project and program level.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

12.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

12.2.2. Ad-hoc reports

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

12.2.3. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include evidence of expenditure
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

12.3. Audited financial acquittal report

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

12.4. Grant agreement variations

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

- changing project milestones
- extending the timeframe for completing the project but within the maximum time period allowed in program guidelines
- changing project activities.

The program does not allow for an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date. You can submit a variation request via our online portal.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

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

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

12.5. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. For large or complex projects, we may visit you after you finish your project. 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

DCCEEW will evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes. We may contact you up to two years after you finish your project for more information to assist with this evaluation. Information we request may include a recent copy of a relevant fuel bill/s and/or authorisation allowing the department to access your meter data.

12.8. Acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

13. Probity

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

These guidelines may be changed from time-to-time by DISR. When this happens, the revised guidelines will be published on GrantConnect.

13.1. Enquiries and feedback

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

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

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

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

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

General Manager
Business Grants Hub
Department of Industry, Science and Resources
GPO Box 2013
CANBERRA ACT 2601

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

13.2. Conflicts of interest

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

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

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

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

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#) 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](#)⁴ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

13.3. Privacy

Unless the information you provide to us is:

- confidential information as per below, or
- personal information as per below.

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

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

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

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

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

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

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites
- provide names and contact information of successful applicants to members of both houses of the Parliament .

You may read our [Privacy Policy](#)⁵ on the department's website for more information on:

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

13.4. Confidential information

Other than information available in the public domain, you agree not to disclose 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).

⁴ <https://www.industry.gov.au/publications/conflict-interest-policy>

⁵ <https://www.industry.gov.au/data-and-publications/privacy-policy>

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

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

We may disclose confidential information:

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

We may also disclose confidential information if:

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

13.5. Freedom of information

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

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

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

14. Glossary

Term	Definition
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.
application form	The document issued by the program delegate that applicants use to apply for funding under the program.
assessment criteria	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 ranking.
Assistant Minister	The Commonwealth Assistant Minister for Climate Change and Energy.
behind the meter	The energy system located on the customers side of the utility meter.
<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.
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.
Department	The Department of Industry, Science and Resources.
decision maker	A Senior Responsible Officer within DCCEEW.
Committee	The body established to consider and assess eligible applications and make recommendations to the decision maker for funding under the program.
eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
eligible application	An application or proposal for grant funding under the program that the program delegate has determined is eligible for assessment in accordance with these guidelines.

Term	Definition
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.
eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.2.
eligible expenditure guidance	The guidance that is provided at Appendix A.
grant	<p>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:</p> <ul style="list-style-type: none"> a. under which relevant money⁶ or other Consolidated Revenue Fund (CRF) money⁷ is to be paid to a grantee other than the Commonwealth; and 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	A legally binding contract that sets out the relationship between the Commonwealth and a grantee for the grant funding, and specifies the details of the grant.
grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
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 Portfolio Budget Statement Program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
grantee	The organisation which has been selected to receive a grant.

⁶ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

⁷ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
Joint Local Government Body	A joint organisation or regional organisation with its own ABN, established for the purposes of enabling local governments to work together, and where Local Government Bodies are the only members of the organisation.
Lead Body	The Local Government Body appointed by the Project Partners to submit the grant application and enter into the grant agreement with the Commonwealth in accordance with section 7.2.
load flexibility	Managing electricity demand at a site in response to generation, network, or market signals.
Local Government Body	<p>A local governing body as defined under the Local Government (Financial Assistance) Act 1995.</p> <p>a. a local governing body established by or under a law of a State, other than a body whose sole or principal function is to provide a particular service, such as the supply of electricity or water;</p> <p>b. a body declared by the Minister, on the advice of the relevant State Minister, by notice published in the Gazette, to be a local governing body for the purposes of this Act; or</p> <p>c. any of the following:</p> <ul style="list-style-type: none"> ▪ The Australian Capital Territory ▪ Anangu Pitjantjatjara Yankunytjatjara ▪ Maralinga Tjarutja ▪ Gerard Community Council Aboriginal Corporation ▪ Nipapanha Community Aboriginal Corporation ▪ Yalata Community Council Incorporated ▪ Cocos (Keeling) Islands Shire Council ▪ Lord Howe Island Board ▪ Norfolk Island Regional Council ▪ Outback Communities Authority ▪ Shire of Christmas Island ▪ Silverton Village Committee Incorporated ▪ Tibooburra Village Committee Incorporated
Minister	The Commonwealth Minister for Climate Change and Energy.

Term	Definition
personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
program delegate	A manager within the department with responsibility for administering the program.
program funding or program funds	The funding made available by the Commonwealth for the program.
project	A project described in an application for grant funding under the program.
Project Partner	A Local Government Body who has agreed with one or more other Local Government Bodies to collectively deliver a project eligible for a grant under the program in accordance with section 7.2.
value with money	<p>Value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> ▪ the quality of the project proposal and activities; ▪ fitness for purpose of the proposal in contributing to government objectives; ▪ that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and ▪ the potential grantee's relevant experience and performance history.

Appendix A. Eligible expenditure

This section provides guidance on the eligibility of expenditure. We may update this guidance from time to time; check you are referring to the most current version from the business.gov.au website before preparing your application.

The program delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be incurred by you within the project period
- be a direct cost of the project
- be incurred by you to undertake required project audit activities (where applicable)
- meet the eligible expenditure guidelines.

A.1 How we verify eligible expenditure

If your application is successful, we may ask you to verify the project budget that you provided in your application when we negotiate your grant agreement. You may need to provide evidence such as quotes for major costs.

The grant agreement will include details of the evidence you may need to provide when you achieve certain milestones in your project. This may include evidence related to eligible expenditure.

If requested, you will need to provide the agreed evidence along with your progress reports.

You must keep payment records of all eligible expenditure, and be able to explain how the costs relate to the agreed project activities. At any time, we may ask you to provide records of the expenditure you have paid. If you do not provide these records when requested, the expense may not qualify as eligible expenditure.

At the end of the project, you may be required to provide an independent financial audit of all eligible expenditure from the project.

A.2 Plant and equipment expenditure

Plant is usually an input to the project or the tools or infrastructure used to undertake the project. Plant is likely to have a value or use outside of the project and you can build or obtain it with minimal technical risk or new learning.

A.3 Newly purchased plant and pre-existing purchased plant

Only depreciation of newly purchased and pre-existing purchased plant is eligible expenditure. Depreciation is the decline in asset value of an item of plant allowed through the Commissioner of Taxation's effective life schedules. The depreciation must be proportional to the time you use it on the project. In extraordinary situations, for instance, where the plant is subject to heavy usage, and where this is in accordance with Commissioner of Taxation's rules, you may apply a higher rate of depreciation.

You can only claim depreciation of the plant for the time you use it on the project. However, you can claim all eligible depreciation charges in full for each item of purchased plant as you deploy it.

Running costs for purchased or pre-existing plant are eligible expenditure but must be readily verifiable and may include items such as rent, light and power, repairs and maintenance.

A.4 Hired/leased plant

You must calculate eligible expenditure for hired, rented, or leased plant by the number of payment periods where you use the plant for the project multiplied by the period hiring fee. If you purchase plant under a hire purchase agreement, or you use a lease to finance the purchase of the plant, the cost of the item of plant, excluding interest, is capitalised, and then depreciated.

Running costs for hired or leased plant are eligible expenditure but you must be able to verify them. They may include items such as rent, light and power, and repairs and maintenance.

A.5 Constructed plant

Only depreciation of constructed plant is eligible expenditure. Depreciation is the decline in asset value of an item of plant allowed through the Commissioner of Taxation's effective life schedules. The depreciation must be proportional to the time you use it on the project. In extraordinary situations, for instance, where the plant is subject to heavy usage, and where this is in accordance with Commissioner of Taxation's rules, you may apply a higher rate of depreciation.

Where you lease a project facility you may claim leasehold improvements where they are for your specific needs. The improvement cost is eligible expenditure if it is capitalised in your financial statements (balance sheet) and depreciated as above.

The starting value for constructed plant depreciation calculations is the capitalised construction cost or capitalised leasehold improvement cost for the plant item according to Australian Taxation Office (ATO) requirements. You can only claim depreciation of the plant for the time you use it on the project. However, you can claim all eligible depreciation charges in full for each item of purchased plant as you deploy it.

Once fully completed, running costs for constructed plant are eligible expenditure but you must be able to verify them. They may include items such as rent, light and power, repairs and maintenance.

A.6 Labour expenditure

Eligible labour expenditure for the grant covers the direct labour costs of employees you directly employ on the core elements of the project. We consider a person an employee when you pay them a regular salary or wage, out of which you make regular tax instalment deductions.

We consider costs for technical, but not administrative, project management activities eligible labour expenditure. However, we limit these costs to 10 per cent of the total amount of eligible labour expenditure claimed.

We do not consider labour expenditure for leadership or administrative staff (such as CEOs, CFOs, accountants and lawyers) as eligible expenditure, even if they are doing project management tasks.

Eligible salary expenditure includes an employee's total remuneration package as stated on their Pay As You Go (PAYG) Annual Payment Summary submitted to the ATO. We consider salary-sacrificed superannuation contributions as part of an employee's salary package if the amount is more than what the Superannuation Guarantee requires.

The maximum salary for an employee, director or shareholder, including packaged components that you can claim through the grant is \$175,000 per financial year.

For periods of the project that do not make a full financial year, you must reduce the maximum salary amount you claim proportionally.

You can only claim eligible salary costs when an employee is working directly on agreed project activities during the agreed project period.

A.7 Labour on-costs and administrative overhead

You may increase eligible salary costs by an additional 30 per cent allowance to cover on-costs such as employer paid superannuation, payroll tax, workers compensation insurance, and overheads such as office rent and the purchase or provision of computing equipment directly required or related to the delivery of the project.

You should calculate eligible salary costs using the formula below:

$$\text{Eligible salary costs} = \text{Annual salary package} \times \frac{\text{Weeks spent on project}}{52 \text{ weeks}} \times \text{percentage of time spent on project}$$

You cannot calculate labour costs by estimating the employee’s worth. If you have not exchanged money (either by cash or bank transactions) we will not consider the cost eligible.

Evidence you will need to provide can include:

- details of all personnel working on the project, including name, title, function, time spent on the project and salary
- ATO payment summaries, pay slips and employment contracts.

A.8 Contract expenditure

Eligible contract expenditure is the cost of any agreed project activities that you contract others to do. These can include contracting:

- another organisation
- an individual who is not an employee, but engaged under a separate contract.

All contractors must have a written contract prior to starting any project work—for example, a formal agreement, letter or purchase order which specifies:

- the nature of the work they perform
- the applicable fees, charges and other costs payable.

Invoices from contractors must contain:

- a detailed description of the nature of the work
- the hours and hourly rates involved
- any specific plant expenses paid.

Invoices must directly relate to the agreed project, and the work must qualify as an eligible expense. The costs must also be reasonable and appropriate for the activities performed.

We will require evidence of contractor expenditure that may include:

- an exchange of letters (including email) setting out the terms and conditions of the proposed contract work
- purchase orders
- supply agreements
- invoices and payment documents.

You must ensure all project contractors keep a record of the costs of their work on the project. We may require you to provide a contractor's records of their costs of doing project work. If you cannot provide these records, the relevant contract expense may not qualify as eligible expenditure.

A.9 Other eligible expenditure

Other eligible expenditures for the project may include:

- building modifications where you own the modified asset and the modification is required to undertake the project
- purchase, hire or lease of equipment required to undertake eligible project activities
- knowledge sharing sessions and production of educational materials that directly relate to eligible project activities
- staff training that directly supports the achievement of project outcomes
- financial auditing of project expenditure, the cost of an independent audit of project expenditure (where we request one) up to a maximum of 1 per cent of total eligible project expenditure
- costs you incur in order to obtain planning, environmental or other regulatory approvals during the project period. However, associated fees paid to the Commonwealth, state, territory and local governments are not eligible
- domestic travel, including flights and ground transportation, limited to the reasonable cost of travel and accommodation required to conduct eligible project activities
- contingency costs up to a maximum of 10 per cent of the eligible project costs. Note that we make payments based on actual costs incurred.

Other specific expenditures may be eligible as determined by the program delegate.

Evidence you need to supply can include supplier contracts, purchase orders, invoices and supplier confirmation of payments.

Appendix B. Ineligible expenditure

This section provides guidance on what we consider ineligible expenditure. We may update this guidance from time to time; check you are referring to the most current version from the business.gov.au website before preparing your application.

The program delegate may impose limitations or exclude expenditure, or further include some ineligible expenditure listed in these guidelines in a grant agreement or otherwise by notice to you.

Examples of ineligible expenditure include:

- energy upgrades using fuels other than electricity and solar thermal
- gas and other fossil fuel efficiency projects
- the purchase of electric vehicles (charging infrastructure is eligible)
- Remote Area Power Supplies
- deemed white certificates (Victorian Energy efficiency Certificates (VEECs) and NSW Energy Savings Certificates (ESCs)
- administration costs
- expenditure that does not relate to the upgrade of existing energy infrastructure, e.g. installing a heating system at an unheated aquatic centre
- research not directly supporting eligible activities, e.g. feasibility studies
- activities, equipment or supplies that are already being funded through other sources
- costs incurred prior to execution of the grant agreement
- any in-kind contributions
- financing costs, including interest
- capital expenditure for the purchase of assets such as office furniture and equipment, motor vehicles, computers, printers or photocopiers and the construction, renovation or extension of facilities such as buildings and laboratories unless required for eligible project activities
- costs involved in the purchase or upgrade/hire of software (including user licences) and ICT hardware (unless it directly relates to the project)
- costs such as rental, renovations and utilities that are not specified under Appendix A
- non-project-related staff training and development costs
- insurance costs (the participants must effect and maintain adequate insurance or similar coverage for any liability arising as a result of its participation in funded activities)
- debt financing
- costs related to obtaining resources used on the project, including interest on loans, job advertising and recruiting, and contract negotiations
- depreciation of plant and equipment beyond the life of the project
- maintenance costs
- costs of purchasing, leasing, depreciation of, or development of land
- routine operating expenses not accounted as labour on-costs – including communications, overheads and consumables, e.g. paper, printer cartridges, office supplies
- ongoing upgrades, updates and maintenance of existing ICT systems and computing facilities, including websites, customer relationship management systems, databases, the cost of

ongoing subscription based software and IT support memberships, and warranties for purchases that are not directly related to the project

- recurring or ongoing operational expenditure (including annual maintenance, rent, water and rates, postage, legal and accounting fees and bank charges)
- costs related to preparing the grant application, preparing any project reports (except costs of independent audit reports we require) and preparing any project variation requests
- projects that don't meet regulatory or planning requirements
- overseas costs (unless approved by the program delegate)
- overseas travel costs.

This list is not exhaustive and applies only to the expenditure of the grant funds. Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or that they are contrary to the objective of the program.

You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

15.2 RENEWAL OF TERM LEASE - MEMERAMBI WASTE TRANSFER STATION - LOT 1 ON SP162935

File Number: 24-01-2024
Author: Lease Officer
Authoriser: Chief Executive Officer

PRECIS

The Department of Resources (DoR) has offered a Council a renewal of the Term Lease over Lot 1 on SP162935 being the site for the Memerambi Waste Transfer Station.

SUMMARY

The Term Lease for the Memerambi Waste Transfer Station expires on 7 May 2024. Council has received an offer to renew the term lease for a further 10 years with the rental fees being 6% of the rental valuation which is reviewed annually.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Accept the offer to renew the term lease of the Memerambi Waste Transfer Station being Lot 1 on SP162935 for a further 10-year term.
2. pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to negotiate, finalise and execute the Term Lease between the State and Council, on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

The term lease will be reviewed annually in accordance with the *Land Valuation Act 2010*, the first year's rent is \$2,310 being 6% of the annual rental valuation of \$38,500. The first lease payment is due by close of business on 1 February 2024.

LINK TO CORPORATE/OPERATIONAL PLAN

EN3: Continue to provide and investigate options to improve waste reduction, landfill management and recycling.

OPL/12: Provision of acceptable, cost effective and environmentally responsible waste management services including collection services and waste disposal facilities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal discussions with Council's Waste Management team.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The Term Lease is subject to Chapter 5 Part 2 Division 2 on the *Land Act 1994*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil policy or local law implications.

ASSET MANAGEMENT IMPLICATIONS

The Term Lease TL 0/237657 for the Memerambi Waste Transfer Station expires on 7 May 2024. Should the offer be declined or the term lease lapse then Council will be required to remove all improvements, rehabilitate the area to the satisfaction of the Minister and vacate the land by the expiry, surrender or forfeiture of the lease.

Under conditions of the lease Council can continue to maintain and repair the improvements of the land. Approval must be granted from the Minister for any new improvements proposed to the land.

REPORT

Property details

RDP: Lot 1 on SP162935

Property Address: 19 Recreation Drive, Memerambi

Tenure: Leasehold

Area: 0.727 ha

Council currently operates seventeen (17) waste management facilities including four (4) landfill sites across the region.

The Memerambi Transfer Station is open from 8am to 5pm on Wednesday, Saturday and Sunday and has two (2) general waste bulk bins and one (1) scrap steel bulk bin, the facility does not take green waste.

The Memerambi Transfer Station is an unsupervised, low use facility with only 370.48 tonnes of general waste and scrap steel being received in the 2023 calendar year compared with 5,494.64 tonnes for Wondai.

It is recommended that Council accept the offer to renew the term lease for a further 10-year term.

ATTACHMENTS

1. **Offer for Term Lease over Lot 1 on SP162935**
2. **Memerambi Transfer Station total tonnage intake for 2023**
3. **SmartMap Lot 1 on SP162935**