



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# **AGENDA**

## **Ordinary Council Meeting Wednesday, 6 March 2024**

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

**Date: Wednesday, 6 March 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.

## Order Of Business

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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 COUNCIL MEETING HELD ON 14 FEBRUARY 2024**

**File Number:** 06/03/2024

**Author:** Executive Assistant

**Authoriser:** Chief Executive Officer

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#### **OFFICER'S RECOMMENDATION**

That the Minutes of the Council Meeting held on 14 February 2024 be received and the recommendations therein be adopted.

#### **ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 14 February 2024**



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# **MINUTES**

**Ordinary Council Meeting**  
**Wednesday, 14 February 2024**

**Order Of Business**

<b>1</b>	<b>Opening</b> .....	<b>4</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>4</b>
<b>3</b>	<b>Prayers</b> .....	<b>4</b>
<b>4</b>	<b>Acknowledgement of Traditional Owners</b> .....	<b>4</b>
<b>5</b>	<b>Declaration of Interest</b> .....	<b>4</b>
<b>6</b>	<b>Deputations/Petitions</b> .....	<b>4</b>
	Nil	
<b>7</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>4</b>
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	Nil	
<b>9</b>	<b>Business Outstanding</b> .....	<b>5</b>
	9.1 Business Outstanding Table for Ordinary Council Meeting.....	5
<b>10</b>	<b>Portfolio - Corporate Governance &amp; Strategy, People &amp; Culture, Communication &amp; Media, Finance &amp; Sustainability, ICT &amp; Business Systems, Community Representation and Advocacy, 2032 Olympics &amp; Paralympics</b> .....	<b>5</b>
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	Nil	
<b>12</b>	<b>Portfolio - Community Development, Arts &amp; Heritage and Library Services</b> .....	<b>7</b>
	Nil	
<b>13</b>	<b>Portfolio - Natural Resource Management, Rural Services, Agricultural Innovation, Compliance and Environmental Health</b> .....	<b>7</b>
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	Nil	
<b>16</b>	<b>Portfolio - Tourism &amp; Visitor Information Centres, Sport &amp; Recreation and Commercial Enterprises</b> .....	<b>8</b>
	Nil	
<b>17</b>	<b>Portfolio - Regional Development, Development Services, Community &amp; Social Housing</b> .....	<b>8</b>
	Nil	
<b>18</b>	<b>Questions on Notice</b> .....	<b>8</b>
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Nil

<b>20</b>	<b>Confidential Section .....</b>	<b>8</b>
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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, 14 FEBRUARY 2024 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), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Leanne Petersen (Acting General Manager Liveability), Kerri Anderson (Manager Finance & Sustainability), Debra Moore (Manager Community & Lifestyle), Adam Branch (Acting Manager Water and Wastewater), Tiarna Hurt (Executive Assistant)

**1 OPENING**

Acting Mayor Jones opened the meeting and welcomed attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Acting Mayor Jones noted Mayor Otto's leave of absence.

**3 PRAYERS**

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

**4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

**5 DECLARATION OF INTEREST**

Nil

**6 DEPUTATIONS/PETITIONS**

Nil

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 JANUARY 2024**

**RESOLUTION 2024/273**

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Minutes of the Council Meeting held on 24 January 2024 be received and the recommendations therein be adopted.

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

Against: Nil

**CARRIED 6/0**

**8 NOTICES OF MOTION**

Nil

**9 BUSINESS OUTSTANDING**

**Attendance:**

At 9:12am, Acting Manager Water and Wastewater Adam Branch entered the meeting.

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

**RESOLUTION 2024/274**

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

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**

**9.1.1 QUESTION ON NOTICE - PIGGERY ROAD UPGRADES**

Question on notice from Councillor Duff:

Is there an update on when upgrades to Morgans Road and Kratzmans Road will occur as the roads are commonly used for the Piggery?

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**9.1.2 QUESTION ON NOTICE - MEETING WITH LINDA DOBE**

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**OFFICER'S RECOMMENDATION**

Question on notice from Councillor Schumacher:

Has there been any progress in arranging a meeting with Acting Director General of Department of Regional Development, Manufacturing and Water (DRDMW), Linda Dobe?

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

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**10.1 ALGA NATIONAL GENERAL ASSEMBLY CALL FOR MOTIONS - 2024**

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**RESOLUTION 2024/275**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That South Burnett Regional Council resolves to submit the following resolutions to the National General Assembly of Local Government;

1. A bond is held from start of project with guaranteed finance in place to cover decommissioning and full project removal, disposal and rehabilitation of costs at end of life;
2. appropriate regulations are in place to protect threatened and endangered species;
3. large scale renewable projects are subject to full state government approval processes and be made impact-assessable not code-assessable;
4. an appropriate land access framework to protect the environment, cultural heritage and existing land users is established;
5. minimal impact upon existing rate payers is negotiated;
6. Australia's food security is protected by prohibiting large scale renewable projects on prime agricultural land; (See Paris Agreement Article 2 (1) (b))
7. all large scale renewable projects comply with the same regulations that apply to agriculture, mining and gas;
8. large scale renewable projects are added as a trigger to the EPBC Act;
9. a mandatory code of conduct is established to govern the renewable energy sector and renewable energy proponents' conduct with affected communities;
10. Local Council be notified prior to negotiations along with all interested parties of any renewable projects within their region;
11. National campaign for dedicated support for Local Government Councillors;
12. Funding to establish circle of economy in regional areas;
13. Housing support to address ageing infrastructure that is stifling residential development opportunities;
14. Assistance with urban water supply

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 2024/276**

Moved: Cr Jane Erkens  
 Seconded: Cr Danita Potter

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 31<sup>st</sup> January 2024 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**

**ADJOURN MORNING TEA**

**RESOLUTION 2024/277**

Moved: Cr Gavin Jones  
 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**

**RESUME MEETING**

**RESOLUTION 2024/278**

Moved: Cr Gavin Jones  
 Seconded: Cr Scott Henschen

That the meeting resume at 10:40am

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**

Nil

**12 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**

Nil

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

**13.1 SYSTEMATIC INSPECTION PROGRAM**

**RESOLUTION 2024/279**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Council approve a Systematic Inspection Program for properties within the South Burnett Regional Council’s jurisdiction in accordance with section 113 of the *Animal Management (Cats and Dogs) Act 2008* to monitor compliance with the requirements of the *Animal Management (Cats and Dogs) Act 2008*, more specifically the requirement to register dogs.

The properties to be included in the Systematic Inspection Program are potentially all properties within the South Burnett area.

The Systematic Inspection Program will be conducted between the hours of 8.00am and 5.00pm Monday to Friday, commencing on Monday 4 March 2024 and concluding on Friday 31 May 2024.

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**

Nil

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

Nil

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

Nil

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

Nil

**18 QUESTIONS ON NOTICE**

**Attendance:**

At 11:12am, Manager Finance & Sustainability Kerri Anderson left the meeting.  
 At 11:14am, Manager Finance & Sustainability Kerri Anderson returned to the meeting.  
 At 11:20am, Acting Manager Water & Wastewater Adam Branch left the meeting.  
 At 11:34am, Councillor Danita Potter left the meeting.  
 At 11:36am, Councillor Danita Potter returned to the meeting.

**18.1 QUESTION ON NOTICE - INFRASTRUCTURE**

**RESOLUTION 2024/280**

Moved: Cr Kathy Duff  
 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**

**19 INFORMATION SECTION**

Nil

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**20 CONFIDENTIAL SECTION**

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**RESOLUTION 2024/281**

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

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

**20.1 Development of 1 Pound Street, Kingaroy**

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 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.

**20.3 Proposal to write-off special rates charges on assessments 12927-29000-001, 12921-75000-001, 12905-16000-001**

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

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

Against: Nil

**CARRIED 6/0****Attendance:**

At 12:02pm, General Manager Infrastructure Aaron Meehan left the meeting.

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**RESOLUTION 2024/282**

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, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**



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**20.1 DEVELOPMENT OF 1 POUND STREET, KINGAROY**

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**RESOLUTION 2024/283**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Council resolve to amend Resolution 2023/434 by inserting a requirement for Council to develop an expression of interest to divest of 1 Pound Street, Kingaroy Lot 13 on RP814986 as part of the tender process, prior to inviting written tenders for a proposed mixed-use development of commercial and/or residential use.

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

Against: Cr Kathy Duff

**CARRIED 5/1**

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**AMENDMENT**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That Council resolve to amend Resolution 2023/434 by inserting a requirement for Council to develop an expression of interest to divest of 1 Pound Street, Kingaroy Lot 13 on RP814986 as part of the tender process, prior to inviting written tenders for a proposed mixed-use development of commercial and/or residential use or alternative community use.

In Favour: Crs Danita Potter and Kathy Duff

Against: Crs Gavin Jones, Jane Erkens, Kirstie Schumacher and Scott Henschen

**LOST 2/4**

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**20.2 MURGON VISITOR INFORMATION CENTRE**

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**RESOLUTION 2024/284**

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That South Burnett Regional Council lift Murgon Visitor Information Centre from the table.

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

Against: Nil

**CARRIED 6/0**

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**RESOLUTION 2024/285**

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute an appropriate arrangement with Murgon Business and Development

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Association Inc. on terms and conditions that the Chief Executive Officer considers are reasonable to Council for the co-location to the Murgon Visitor Information Centre on a 12-month trial.

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

Against: Nil

**CARRIED 6/0**

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**20.3 PROPOSAL TO WRITE-OFF SPECIAL RATES CHARGES ON ASSESSMENTS 12927-29000-001, 12921-75000-001, 12905-16000-001**

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**RESOLUTION 2024/286**

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That Council receive the report for information.

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

Against: Nil

**CARRIED 6/0**

**21 CLOSURE OF MEETING**

The Meeting closed at 12:44pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 6 March 2024.

.....  
**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.

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#### **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: 6 March 2024**

**Attachment No: 1**

Meeting	Subject	Resolution	Notes
Council 14/02/2024	Development of 1 Pound Street, Kingaroy	<p><b>RESOLUTION 2024/283</b></p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Danita Potter</p> <p>That Council resolve to amend Resolution 2023/434 by inserting a requirement for Council to develop an expression of interest to divest of 1 Pound Street, Kingaroy Lot 13 on RP814986 as part of the tender process, prior to inviting written tenders for a proposed mixed-use development of commercial and/or residential use.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Cr Kathy Duff</p> <p style="text-align: right;"><b>CARRIED 5/1</b></p> <p><b>AMENDMENT</b></p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That Council resolve to amend Resolution 2023/434 by inserting a requirement for Council to develop an expression of interest to divest of 1 Pound Street, Kingaroy Lot 13 on RP814986 as part of the tender process, prior to inviting written tenders for a proposed mixed-use development of commercial and/or residential use or alternative community use.</p> <p><u>In Favour:</u> Crs Danita Potter and Kathy Duff</p> <p><u>Against:</u> Crs Gavin Jones, Jane Erkens, Kirstie Schumacher and Scott Henschen</p> <p style="text-align: right;"><b>LOST 2/4</b></p>	

<p>Council 14/02/2024</p>	<p>Systematic Inspection Program</p>	<p><b>RESOLUTION 2024/279</b></p>
<p>Moved: Cr Scott Henschen</p>		
<p>Seconded: Cr Danita Potter</p>		
<p>That Council approve a Systematic Inspection Program for properties within the South Burnett Regional Council's jurisdiction in accordance with section 113 of the <i>Animal Management (Cats and Dogs) Act 2008</i> to monitor compliance with the requirements of the <i>Animal Management (Cats and Dogs) Act 2008</i>, more specifically the requirement to register dogs.</p>		
<p>The properties to be included in the Systematic Inspection Program are potentially all properties within the South Burnett area.</p>		
<p>The Systematic Inspection Program will be conducted between the hours of 8.00am and 5.00pm Monday to Friday, commencing on Monday 4 March 2024 and concluding on Friday 31 May 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><b>CARRIED 6/0</b></p>		
<p>Council 14/02/2024</p>	<p>ALGA National General Assembly Call for Motions - 2024</p>	<p><b>RESOLUTION 2024/275</b></p>
<p>Moved: Cr Kathy Duff</p>		
<p>Seconded: Cr Scott Henschen</p>		
<p>That South Burnett Regional Council resolves to submit the following resolutions to the National General Assembly of Local Government;</p>		
<ol style="list-style-type: none"> <li>1. A bond is held from start of project with guaranteed finance in place to cover decommissioning and full project removal, disposal and rehabilitation of costs at end of life;</li> <li>2. appropriate regulations are in place to protect threatened and endangered species;</li> </ol>		

3. large scale renewable projects are subject to full state government approval processes and be made impact-assessable not code-assessable;
4. an appropriate land access framework to protect the environment, cultural heritage and existing land users is established;
5. minimal impact upon existing rate payers is negotiated;
6. Australia's food security is protected by prohibiting large scale renewable projects on prime agricultural land; (See Paris Agreement Article 2 (1) (b))
7. all large scale renewable projects comply with the same regulations that apply to agriculture, mining and gas;
8. large scale renewable projects are added as a trigger to the EPBC Act;
9. a mandatory code of conduct is established to govern the renewable energy sector and renewable energy proponents' conduct with affected communities;
10. Local Council be notified prior to negotiations along with all interested parties of any renewable projects within their region;
11. National campaign for dedicated support for Local Government Councillors;
12. Funding to establish circle of economy in regional areas;
13. Housing support to address ageing infrastructure that is stifling residential development opportunities;
14. Assistance with urban water supply

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

Against: Nil

**CARRIED 6/0**



<p>Council 14/02/2024</p>	<p>Question on Notice - Meeting with Linda Dobe</p>	<p><b>OFFICER'S RECOMMENDATION</b></p>	<p><b>01 Mar 2024 9:37am Hurt, Tiarna</b></p>
		<p>Question on notice from Councillor Schumacher:  Has there been any progress in arranging a meeting with Acting Director General of Department of Regional Development, Manufacturing and Water (DRDMW), Linda Dobe?</p>	<p>Emailed requesting for a meeting.</p>
<p>Council 14/02/2024</p>	<p>Murgon Visitor Information Centre</p>	<p><b>RESOLUTION 2024/284</b></p>	
		<p>Moved: Cr Kathy Duff</p>	
		<p>Seconded: Cr Jane Erkens</p>	
		<p>That South Burnett Regional Council lift Murgon Visitor Information Centre from the table.</p>	
		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>	
		<p><u>Against:</u> Nil</p>	
		<p><b>CARRIED 6/0</b></p>	
		<p><b>RESOLUTION 2024/285</b></p>	
		<p>Moved: Cr Kathy Duff</p>	
		<p>Seconded: Cr Jane Erkens</p>	
		<p>That South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute an appropriate arrangement with Murgon Business and Development Association Inc. on terms and conditions that the Chief Executive Officer considers are reasonable to Council for the co-location to the Murgon Visitor Information Centre on a 12-month trial.</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>	

<b>CARRIED 6/0</b>			
<p>Council 24/01/2024</p>	<p>LOCAL LAW (REPEALING) LOCAL LAW (NO. 1) 2023 SUBORDINATE LOCAL LAW (REPEALING) SUBORDINATE LOCAL LAW (NO. 1) 2023</p>	<p><b>RESOLUTION 2024/248</b>                   Moved: Cr Danita Potter                   Seconded: Cr Scott Henschen                   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.   <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen   <u>Against:</u> Nil</p>	<p><b>07 Feb 2024 4:29pm Pitt PSM, Mark</b>                   Correspondence sent for State Interest Check to Dept. of Local Government - public consultation commences after this stage   <b>28 Feb 2024 4:54pm Pitt PSM, Mark</b>                   State interest check complete - public advertising commencing</p>
<b>CARRIED 6/0</b>			
<p>Council 24/01/2024</p>	<p>Request to apply for funding under the Queensland Feral Pest Initiative.</p>	<p><b>RESOLUTION 2024/255</b>                   Moved: Cr Scott Henschen                   Seconded: Cr Kirstie Schumacher                   That South Burnett Regional Council endorse the development of an application for funding under the Queensland Government Feral Pest Initiative Round (8) in partnership with other local governments, Natural Resource Management groups and Incorporated Industry organisations.   <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen   <u>Against:</u> Nil</p>	<p><b>CARRIED 6/0</b></p>

<p>Council 24/01/2024</p>	<p>Quote SBRCQ 2023/24-14 - Replace Wheel Loader 1507</p>	<p><b>RESOLUTION 2024/242</b></p>
		<p>Moved: Cr Scott Henschen</p>
		<p>Seconded: Cr Jane Erkens</p>
		<p>That South Burnett Regional Council purchase from RDO Equipment, one (1) John Deere 624K-!! for \$427,000 excluding GST.</p>
		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter and Scott Henschen</p>
		<p><u>Against:</u> Crs Kirstie Schumacher and Kathy Duff</p>
<p><b>CARRIED 4/2</b></p>		
<p>Council 24/01/2024</p>	<p>South Burnett Regional Council Operational Plan 2023/2024 2nd Quarter Review</p>	<p><b>RESOLUTION 2024/247</b></p>
		<p>Moved: Cr Kathy Duff</p>
		<p>Seconded: Cr Danita Potter</p>
		<p>That the South Burnett Regional Council Operational Plan 2023/2024 2nd Quarter Review be adopted as presented.</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><b>CARRIED 6/0</b></p>		
<p>Council 24/01/2024</p>	<p>Consideration of Public Auction for surplus equipment and furniture</p>	<p><b>RESOLUTION 2024/259</b></p>
		<p>Moved: Cr Danita Potter</p>

	<p>Seconded: Cr Scott Henschen</p> <p>That Council;</p> <p>1. In accordance with Section 227-228 of the <i>Local Government Regulation 2012</i>, it is proposed Council offer surplus equipment and furniture for sale at public tender or auction.</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;"><b>CARRIED 6/0</b></p>
<p>Council      Blackbutt Water 24/01/2024 Tower – Telecommunications Tower Lease</p>	<p><b>RESOLUTION 2024/271</b></p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council:</p> <p>1. <i>Section 236(1)(c)(vi)</i> of the <i>Local Government Regulation 2012</i> applies for the disposal of the valuable non-current asset by offering a Lease for Part of Lot 1 on RP130127, D'Aguiar Highway, Blackbutt to Telstra Limited; and</p> <p>2. <i>Pursuant to Section 257(1)(b)</i> of the <i>Local Government Act 2009</i>, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Lease between Council and Telstra Limited on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council.</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;"><b>CARRIED 5/0</b></p>

<p>Council 24/01/2024</p>	<p>Waste Strategy 2023-2029</p>	<p><b>RESOLUTION 2024/256</b></p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council resolves to adopt the Waste Strategy 2023-2029 as presented.</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><b>CARRIED 6/0</b></p>		
<p>Council 24/01/2024</p>	<p>Request to apply for the Community Energy Upgrades Fund Round 1</p>	<p><b>RESOLUTION 2024/257</b></p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Kathy Duff</p> <p>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.</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><b>CARRIED 6/0</b></p>		
<p>Council 13/12/2023</p>	<p>Update on Sir Charles Adermann Park Community Consultation.</p>	<p><b>RESOLUTION 2023/210</b></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"> <li>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.</li> <li>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.</li> </ol> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>
<p>Council 13/12/2023</p> <p>Supplementary Report for Gifting of St. Faith Church and Cemetery, Mondure.</p>	<p style="text-align: right;"><b>CARRIED 6/0</b></p> <p><b>MOTION</b></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><b>AMENDMENT</b></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 style="text-align: right;"><b>CARRIED 6/0</b></p> <p style="text-align: center;"><b>THE AMENDMENT BECAME THE RESOLUTION</b></p> <p><b>RESOLUTION 2023/214</b></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;"><b>CARRIED 5/1</b></p>
<p>Council 13/12/2023 Quote SBRCQ 2023/24-18 - Replace Water Trucks 2016, 2017 and 2022</p>	<p><b>RESOLUTION 2023/196</b></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>

		<b>CARRIED 5/0</b>
Council 13/12/2023	Local Law Review Workshop	<p><b>RESOLUTION 2023/197</b></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"> <li>1. Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and</li> <li>2. Adopt the following recommendations that Council:                     <ol style="list-style-type: none"> <li>(a) Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011.</li> <li>(b) Repeal Model Local Law No. 2 (Meetings) 2008.</li> </ol> </li> <li>3 Conduct a workshop shared accommodation, temporary homes, animals and parking in January 2024</li> </ol> <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;"><b>CARRIED 5/0</b></p> <p><b>RESOLUTION 2023/198</b></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> <p style="text-align: right;"><b>CARRIED 5/0</b></p>



<p>Council 13/12/2023</p>	<p>Regional Development Action Plan</p>	<p><b>RESOLUTION 2023/221</b></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><b>CARRIED 6/0</b></p>		
<p>Council 13/12/2023</p>	<p>Murgon Visitor Information Centre</p>	<p><b>RESOLUTION 2023/231</b></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><b>CARRIED 5/0</b></p>		
<p><b>RESOLUTION 2023/231</b></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;"><b>CARRIED 5/0</b></p>
Council 13/12/2023	<p>Future Use of Lot 19 on CP891608 - 9 Knowles Street, Nanango</p>	<p><b>RESOLUTION 2023/215</b></p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That</p> <ol style="list-style-type: none"> <li>1. Negotiations continue to determine suitability to enter into a new lease agreement in accordance with <i>s(236)(1)(c)(iii) &amp; (3)(5) of the Local Government Regulation 2012</i> for the disposal of a non-valuable current asset being Lot 19 on CP891608; or</li> <li>2. Negotiate the sale of the property to an adjoining landowner in accordance with <i>s(236)(c)(iv) &amp; (3)(5) of the Local Government Regulation 2012;</i> <ol style="list-style-type: none"> <li>(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.</li> </ol> </li> <li>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.</li> </ol> <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;"><b>CARRIED 6/0</b></p>

<p>Council 13/12/2023</p>	<p>Trusteeship of Goodger Hall - Lot 186 on FY850</p>	<p><b>RESOLUTION 2023/218</b></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) of the 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><b>CARRIED 5/0</b></p>
<p>Council 22/11/2023</p>	<p>Kumbia Recreation Reserve Preliminary Master Plan</p>	<p><b>RESOLUTION 2023/168</b></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"> <li>1. Adopt the Draft Kumbia Recreation Reserve Preliminary Master Plan; and</li> <li>2. Undertake community consultation to seek views on the priority projects to be included in the stage one of park redevelopment.</li> </ol>
		<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><b>CARRIED 6/0</b></p>

<p>Council 22/11/2023</p>	<p>Proposed tender for sale of 23 Jellicoe Street, Proston</p>	<p><b>RESOLUTION 2023/167</b></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"> <li>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</li> <li>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</li> <li>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.</li> </ol> <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><b>CARRIED 6/0</b></p>		
<p>Council 22/11/2023</p>	<p>Proposed tender for sale of Lot 18 McConnel Way, Mondure</p>	<p><b>RESOLUTION 2023/166</b></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"> <li>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</li> <li>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</li> </ol>

		<p>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> <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;"><b>CARRIED 6/0</b></p>
Council 22/11/2023	Trustee Lease - Tingoora Sports Association Inc	<p><b>RESOLUTION 2023/176</b></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"> <li>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 Tingoora Sports Association Inc; and</li> <li>2. delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Tingoora Sports Association Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.</li> </ol> <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;"><b>CARRIED 6/0</b></p>
Council 22/11/2023	Business & Digital Transformation Review	<p><b>RESOLVED 2023/154</b></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>

<p>Council 22/11/2023</p>	<p>Potential Purchase of Community Health Building, Kingaroy</p>	<p><b>RESOLUTION 2023/190</b></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>		
<p>(i) <i>Local Government Regulation 2012.</i></p>		
<p>(ii) Queensland Government Land Transaction Policy 2021.</p>		
<p>(iii) SBRC Procurement Policy.</p>		
<p>(iv) SBRC Investment Policy.</p>		
<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><b>CARRIED 6/0</b></p>		
<p>Council 22/11/2023</p>	<p>Glendon Street Amenities Electricity Update</p>	<p><b>RESOLUTION 2023/188</b></p>
<p>Moved: Cr Danita Potter</p>		
<p>Seconded: Cr Scott Henschen</p>		
<p>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;"><b>CARRIED 6/0</b></p>
Council 22/11/2023	Grant Opportunity - Staff Emergency Service (SES) Support Grants 2024-2025	<p><b>RESOLUTION 2023/162</b></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"> <li>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</li> <li>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.</li> </ol> <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;"><b>CARRIED 6/0</b></p>
Council 22/11/2023	Nanango CBD Parking & Operations - Community Consultation	<p><b>RESOLUTION 2023/157</b></p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council:</p>

**29 Feb 2024 2:34pm Allen,  
Samantha**

	<ol style="list-style-type: none"> <li>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;</li> <li>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</li> <li>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.</li> </ol> <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>Letters have been sent to businesses, recieved response email from Stanwell. Further consultation planned for April.</p>
<p>Council 22/11/2023</p> <p>Sale by Tender of 4 Haly Street, Kingaroy to adjoining owners</p>	<p><b>RESOLUTION 2023/165</b></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> <ol style="list-style-type: none"> <li>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</li> <li>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.</li> </ol> <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;"><b>CARRIED 6/0</b></p>



<p>Council 22/11/2023</p>	<p>Proposed Tender to Adjoining owners for sale of 29 Tiernan Terrace, Murgon</p>	<p><b>RESOLUTION 2023/164</b></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"> <li>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</li> <li>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.</li> </ol> <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>
<b>CARRIED 6/0</b>		
<p>Council 25/10/2023</p>	<p>Regional University Study Hubs - 2023 Application Round</p>	<p><b>RESOLUTION 2023/123</b></p> <p>Moved: Cr Danita Potter</p> <p>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>
<b>CARRIED 6/0</b>		

<p>Council 25/10/2023</p>	<p>Application for funding under the Safe Places Emergency Accommodation Inclusion Round</p>	<p><b>RESOLUTION 2023/134</b></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><b>CARRIED 6/0</b></p>
<p>Council 25/10/2023</p>	<p>Outline Council's Intent in a Planning Policy</p>	<p><b>RESOLVED 2023/113</b></p> <p>That Council include in an appropriate planning policy, that Council's intent is to assist, support and encourage development.</p>	<p><b>07 Dec 2023 11:20am</b> <b>Searle, Karen</b></p> <p>Seeking assistance from Liveability to develop policy</p>
<p>Council 27/09/2023</p>	<p>Bus Shelter Structures in Crawford and Kumbia</p>	<p><b>RESOLUTION 2023/80</b></p> <p>Moved: Cr Scott Henschen</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><b>14 Dec 2023 8:46am Allen, Samantha</b></p> <p>Sent onto Works Manager, to be actioned in review</p> <p><b>29 Feb 2024 2:41pm Allen, Samantha</b></p> <p>To be considered at the 3rd quarter review.</p>

		<u>Against:</u> Nil	<b>CARRIED 6/0</b>
Council 27/09/2023	Flynn Electorate Infrastructure Priorities	<p><b>RESOLUTION 2023/75</b></p> <p>Moved: Cr Kathy Duff</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"> <li>a) Mundubbera Durong Road</li> <li>b) Proston Boondooma Road</li> <li>c) Memerambi Gordonbrook Road</li> <li>d) Footpath Improvements – Proston &amp; Hivesville</li> <li>e) Wondai Industrial Estate Stage 2 Works</li> <li>f) Park and Recreational Facility Upgrades – Proston, Hivesville, Tingoora and Wondai</li> <li>g) Drainage Improvements – Tingoora</li> <li>h) Tourism Signage</li> <li>i) Barlil Weir (Advocacy Role)</li> <li>k) Boondooma Dam/ Manar Park &amp; Surrounds Blackspot</li> </ul> <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><b>20 Oct 2023 8:28am</b> <b>Paterson, Lynelle -</b> <b>Completion</b></p> <p>Completed by Paterson, Lynelle (action officer) on 20 October 2023 at 8:28:29 AM - Letter sent</p>
			<b>CARRIED 6/0</b>

<p>Council 27/09/2023</p>	<p>Youth Engagement Hub - Kingaroy</p>	<p><b>RESOLUTION 2023/95</b></p>
		<p>Moved: Cr Danita Potter</p>
		<p>Seconded: Cr Jane Erkens</p>
		<p>That</p>
		<ol style="list-style-type: none"> <li>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</li> <li>2. To seek grant funding to deliver the program into the community.</li> </ol>
		<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><b>CARRIED 6/0</b></p>
<p>Council 27/09/2023</p>	<p>Ringsfield House Advisory Committee</p>	<p><b>RESOLUTION 2023/94</b></p>
		<p>Moved: Cr Jane Erkens</p>
		<p>Seconded: Cr Danita Potter</p>
		<p>That</p>
		<ol style="list-style-type: none"> <li>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.</li> <li>2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events.</li> <li>3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts.</li> </ol>

	<p>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).</p> <p>5. An amendment is made to the 2023/2024 fees and charges for group tours of Ringsfield House for \$5.00 per person.</p> <p>6. That the minutes of the July 2023 and August 2023 Ringsfield House Advisory Committee be received for information.</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;"><b>CARRIED 6/0</b></p>
<p>Council 23/08/2023</p> <p>Delegates at the LGAQ Annual Conference 2023</p>	<p><b>RESOLUTION 2023/40</b></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> <p style="text-align: right;"><b>CARRIED 6/0</b></p>
<p>Council 23/08/2023</p> <p>Minutes of the Special Council Meeting held on 21 June 2023</p>	<p><b>RESOLUTION 2023/37</b></p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Danita Potter</p> <p>That the Minutes of the Special Council Meeting held on 21 June 2023 be received.</p>

		<p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;"><b>CARRIED 6/0</b></p>
Council 23/08/2023	Extended Leave - Mayor Brett Otto	<p><b>RESOLUTION 2023/36</b></p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council grant Mayor Brett Otto a leave of absence for the period of 31 July 2023 to 31 October 2023 inclusive.</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;"><b>CARRIED 6/0</b></p>
Council 23/08/2023	WBBROC AGM	<p><b>RESOLUTION 2023/41</b></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;"><b>CARRIED 6/0</b></p>

		<p><b>RESOLUTION 2023/42</b></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"> <li>• Change in issue date from the 18<sup>th</sup> of August 2023 to the 25<sup>th</sup> of August 2023</li> <li>• Change of due date from the 21<sup>st</sup> of September 2023 to the 28<sup>th</sup> of September 2023</li> </ul> <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;"><b>CARRIED 6/0</b></p>	
Council 23/08/2023	Meeting with Councillors & Red Earth	<p><b>RESOLVED 2023/62</b></p> <p>That the Councillors &amp; Red Earth management committee meet to discuss activities and further programmes.</p>	
Council 23/08/2023	Land Purchase for Mt Wooroolin Reservoir	<p><b>RESOLUTION 2023/70</b></p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council note this report and delegate the authority to the CEO to purchase the additional land to accommodate the new reservoir</p> <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p><b>21 Sep 2023 12:15pm Allen, Samantha</b></p> <p>Noted. Land purchase to negotiated</p> <p><b>14 Dec 2023 8:43am Allen, Samantha</b></p> <p>In progress</p>

			<b>CARRIED 5/0</b>	<p><b>20 Feb 2024 3:43pm Allen, Samantha</b></p> <p>Email sent to Project Manager to confirm this is completed</p> <p><b>29 Feb 2024 2:37pm Allen, Samantha</b></p> <p>Contract signed, surveying plans prepared. Awaiting conveyancing</p>
Council 23/08/2023	Motion - South Burnett's Water Challenges	<p><b>RESOLUTION 2023/47</b></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><b>21 Sep 2023 12:24pm Allen, Samantha</b></p> <p>Briefing position currently being compiled. Meeting to be arranged once complete</p> <p><b>29 Feb 2024 2:29pm Allen, Samantha</b></p> <p>Final Draft completed, awaiting confirmation of appointment.</p>
			<b>CARRIED 6/0</b>	<p><b>29 Feb 2024 3:52pm Hurt, Tiarna</b></p> <p>Meeting request emailed.</p>
Council 28/06/2023	Growing Regions Program - Round 1 Grant Opportunity	<p><b>RESOLUTION 2023/649</b></p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Danita Potter</p>		



That Council		
		<ol style="list-style-type: none"> <li>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.</li>   <li>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.</li> </ol>
		<p><u>In Favour:</u> Crs Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Cr Jane Erkens</p>
		<b>CARRIED 4/1</b>
<p>Council 28/06/2023</p>	<p>Parks Business Improvement Review by Shepherd</p>	<p><b>RESOLUTION 2023/665</b></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> <p style="text-align: right;"><b>CARRIED 5/0</b></p>

<p>Council 24/05/2023</p>	<p>Advocacy Digital Plan</p>	<p><b>RESOLUTION 2023/574</b></p>	<p><b>14 Jul 2023 10:31am Pitt PSM, Mark</b></p>
		<p>Moved: Cr Kirstie Schumacher</p>	<p>Workshop scheduled for 17 July to commence discussions on advocacy plans</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>	<p><b>20 Oct 2023 8:56am Pitt PSM, Mark</b></p>
		<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>Consideration with Council's advocacy programme and drafting - gathering information for development of the draft</p>
		<p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>	<p><b>16 Nov 2023 2:18pm Pitt PSM, Mark</b></p>
		<p><u>Against:</u> Nil</p>	
		<p><b>CARRIED 7/0</b></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><b>03 Jan 2024 2:02pm Pitt PSM, Mark</b></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><b>07 Feb 2024 4:21pm Pitt PSM, Mark</b></p>

			<p>Draft circulated to SLT for feedback</p> <p><b>28 Feb 2024 4:55pm Pitt PSM, Mark</b></p> <p>Meeting held with Telstra to discuss options for connectivity planning, feedback recieved from LGAQ on draft</p>
<p>Council 26/04/2023</p>	<p>KTP Pedestrian Visibility and PWD Shop Access</p>	<p><b>RESOLUTION 2023/510</b></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;"><b>CARRIED 7/0</b></p>	<p><b>28 Jul 2023 2:10pm Champney, Kristy</b></p> <p>Resolution sent to KTP Team 02.05.23. Awaiting outcome.</p> <p><b>21 Sep 2023 11:44am Allen, Samantha</b></p> <p>To be actioned in October</p>
<p>Council 29/03/2023</p>	<p>Compliance Enforcement on Burning in Residential Areas</p>	<p><b>RESOLUTION 2023/479</b></p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p>	<p><b>23 Jun 2023 9:20am O'May, Peter</b></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>Awaiting recruitment/commencement of Co-ordinator Regulatory Services who will be tasked with delivering program. Expected to commence in early July</p> <p><b>CARRIED 7/0</b></p> <p><b>25 Jul 2023 2:02pm Brooks, Darryl</b></p> <p>Draft Fact Sheet being developed on burning in residential areas and then an educational program will be conducted</p> <p><b>06 Dec 2023 10:47am Brooks, Darryl</b></p> <p>Fact sheet has been finalised and is with Governance for approval prior to social media comms being generated.</p>
<p>Council Rural Residential 22/02/2023 Blocks</p>	<p><b>RESOLUTION 2023/401</b></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><b>23 Jun 2023 9:30am O'May, Peter</b></p>

		<p><u>Against:</u> Nil</p>	<p><b>CARRIED 7/0</b></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><b>11 Aug 2023 9:04am Brooks, Darryl</b></p> <p>Mead Perry have been appointed to conduct local law review - this will be reviewed as part of this project</p>
<p>Council 25/01/2023</p>	<p>Gift of land to the South Burnett Child Care Centre at Kingaroy</p>	<p><b>RESOLUTION 2023/364</b></p> <p>Moved: Cr Kirstie Schumacher</p> <p>Seconded: Cr Gavin Jones</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> <li>1. Develop a framework to consider requests from community groups that ask Council to transfer land at nil consideration, to ensure consistent decision-making.</li> <li>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.</li> <li>3. Continue engagement with South Burnett Child Care and Kindergarten as to appropriate long term tenure arrangements.</li> </ol> <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><b>11 Jul 2023 3:21pm King, Denise</b></p> <p>2. Development application currently being prepared</p>

<b>CARRIED 7/0</b>		
<p>Council 14/12/2022</p>	<p>Notice of Motion - Gore Street Footpath</p>	<p><b>RESOLUTION 2022/285</b></p> <p>Moved: Cr Kathy Duff</p> <p>Seconded: Cr Danita Potter</p> <p>That Cr Henschen’s motion in relation to the allocation of the LRCI 2023/2024 funding be lifted off the table and dealt with.</p> <p><u>In Favour:</u> Crs Brett Otto, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Crs Gavin Jones and Kirstie Schumacher</p> <p style="text-align: right;"><b>CARRIED 5/2</b></p> <p><b>MOTION</b></p> <p><b>MOTION</b></p> <p>Moved: Cr Scott Henschen</p> <p>Seconded: Cr Jane Erkens</p> <p>That the following projects are scoped and costed with a view to Council applying the \$1,644,465 of LRCI phase 3 extension funding in the 2023/2024 year to these capital projects and a report be brought to a future Infrastructure, Environment and Compliance Standing Committee Meeting, including capital and whole of life costings for consideration:</p> <ul style="list-style-type: none"> <li>• Wondai Industrial Estate stage 2;</li> <li>• Haly Street Wondai drainage and road sealing;</li> <li>• Alford Street east Kingaroy - stage 1 rehabilitation;</li> <li>• Gore Street Murgon SHS kerb and channelling / parking.</li> </ul>

**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**

<p>Council 23/11/2022</p>	<p>Goodger School - Land Reserve</p>	<p><b>RESOLUTION 2022/261</b></p>	<p><b>20 Jan 2023 11:49am Bayntun, Rebecca</b></p>
		<p>Moved: Cr Danita Potter</p>	<p>Public Consultation plan and information sheet being prepared.</p>
		<p>Seconded: Cr Gavin Jones</p>	
		<p>That South Burnett Regional Council:</p>	
		<p>1. Advise the Department of Resources that, to its knowledge, the named Trustees of the Reserve for Public Hall, being Lot 186 on FY850, are all deceased.</p> <p>2. Public consultation be undertaken to advise the community of the current situation and future options.</p>	
		<p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p>	
		<p><u>Against:</u> Nil</p>	
		<p><b>CARRIED 7/0</b></p>	
<p>Council 27/04/2022</p>	<p>Material change of use application for expansion of an existing piggery to 57,000SPU and associated infrastructure at 536 &amp; 592 Morgans Road Windera and other properties - Lot 202 SP 251979 Lot 203 SP 251979 Lot 49 MZ 555 - Applicant: Jamz &amp; Co In...</p>	<p><b>OFFICER'S RECOMMENDATION</b></p>	<p><b>20 Oct 2022 3:49pm Lisle, Michael</b></p>
		<p>That Council approve the Material change of use application for expansion of existing of an existing piggery to 57,000spu and associated infrastructure - Lot 202 SP 251979 Lot 203 SP 251979 Lot 49 MZ 555 - Applicant: Jamz &amp; Co Investments Pty Ltd – MCU21/0017 subject to the following conditions:</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><b>GENERAL</b></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><b>20 Jan 2023 2:15pm O'May, Peter</b></p>



Drawing Title	Prepared by	Reference no.	Revision	Date
Site Plan	Agricultural Development Services Australia	WPC-003	A	22/11/21
Bushfire Management Report	Range Environmental Consultants	J000738	1	10/12/21
Proposed Piggery Expansion – 592 Morgans Road Windaera Concept Plan 2 Kratzmanns Rd Causeway	UDP	FSA-0002-SK02	1	15/12/16

Review of road works progress scheduled February 2023

**03 May 2023 3:33pm King, Denise**

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, Windaera 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.

**06 Dec 2023 10:48am Brooks, Darryl**

GEN2. The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.

**Timing:** To be maintained at all times.

GEN3. The development must be completed generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval.

GEN4.	Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein.	<p>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 (Shadforths) is still ready to commence works. The start date unknown at the moment, but most likely March.</p> <p><b>21 Feb 2024 5:08pm Crick, Justin</b></p>
GEN5.	The approved development is for an expansion of Intensive Animal Industry (Piggery) for an additional 28,500 SPU.	
GEN6.	<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><b>Timing:</b> 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.	
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"> <li>• Wastewater type</li> <li>• Climatic conditions</li> <li>• Water quality objectives</li> <li>• Best-practice environmental management.</li> </ul>	

	<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"> <li>• Avoids wastewater discharge to waterways; or</li> <li>• Minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.</li> </ul> <p><b>Timing:</b> Prior to commencement of use.</p>	<p>The TMR works on the approach to the Gayndah rd/Kratzmans Rd itnersection have altered the design levels required at the intersection. The applicant has completed a survey to determine what design changes are required, and the design is currently being re-assessed. Any redesign may have to go back to TMR once the scope is known. Construction start date will depend on the amount of redesign (if any) is required.</p>
<p>GEN10.</p>	<p>Provide and maintain adequate signage onsite identifying emergency evacuation routes.</p>	
<p><b>FUTHER PERMITS REQUIRED</b></p>		
<p>GEN11.</p>	<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"> <li>• Development Permit for Building Works;</li> <li>• Permit for Plumbing and Drainage Work;</li> <li>• 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).</li> </ul>	
<p>GEN12.</p>	<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>	
<p><b>APPROVED USE</b></p>		
<p>GEN13.</p>	<p>The approved use of the premises is for an Intensive animal industry (piggery expansion 28,500 to 57,000spu).</p>	

**ADMIN**

- ADM1. All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- ADM2. All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.
- ADM3. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- ADM4. All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland. Any concurrence agency conditions will apply in addition to these standard conditions.

**ENGINEERING WORKS**

- ENG1. Submit to Council, an Operational Work application for all civil works including earthworks, roadworks and accesses.
- ENG2. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG3. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.

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

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

**MAINTENANCE**

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

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

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

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

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

**CONSTRUCTION AND NUISANCE MANAGEMENT PLAN**

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

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

**Timing:** Prior to commencement of works.

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

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

**STORMWATER MANAGEMENT**

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

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

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

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

**WATER SUPPLY**

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

**ON-SITE WASTEWATER DISPOSAL**

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

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

**WASTE AND ODOUR MANAGEMENT**

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

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

**TRADE WASTE DISPOSAL (WASH DOWN BAY)**

- ENG20. The business must ensure that:
- a) maintenance and cleaning of equipment (including vehicles and plant) are carried out in Wash Down Bays, or an area where contaminants cannot be released into stormwater drainage, a roadside gutter, a water course or onto unsealed ground;
  - b) any spillage of contaminants is cleaned up immediately by a method other than hosing, sweeping or otherwise releasing the contaminants into stormwater drainage, a roadside gutter or a water course; and



	<ul style="list-style-type: none"> <li>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).</li> </ul>
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: <ul style="list-style-type: none"> <li>a) the date, quantity and type of waste removed;</li> <li>b) the name of the waste transporter and/or disposal operator who removed the waste; and</li> <li>c) the intended treatment/disposal destination of the waste.</li> </ul>
<b>HAZARDOUS CHEMICAL &amp; FUEL STORAGE</b>	
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.
<b>PARKING AND ACCESS - GENERAL</b>	
ENG25.	Provide a sufficient number of car parks to meet the demands of the development.
ENG26.	Design and construct all driveway and parking areas to provide a dust suppressive gravel.

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

#### **VEHICLE ACCESS - TURNOUT**

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

#### **ROADWORKS AND PEDESTRIAN SAFETY**

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

#### **TRANSPORT ROUTE**

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

- Kratzmanns Rd from the Murgon-Gayndah Rd to Morgans Rd;
- Morgans Rd from the intersection with Kratzmanns Rd, through to the site access at 592 Morgans Rd, Windera.
- Mcantee Rd between the proposed site accesses shown on AgDSA Drawing No A001.2 Rev A, and A002.1 Rev A. Using any other part of Mcantee Rd is not permitted.

#### **B-DOUBLE ROUTE**

ENG31. No part of the Transport Route is permitted for use by B-Doubles, and shall not be used by B-Doubles, unless an approval for the route to be used by multi-combination vehicles is obtained from the National Heavy Vehicle Regulator prior to allowing access to Multi-

Combination vehicles via above road section. Please refer to the following link for more information: <https://www.nhvr.gov.au/road-access/access-management/applications-and-forms>. Any future approval may be conditioned with further road upgrade requirements.

#### **ROAD UPGRADING**

ENG32. The applicant shall undertake the following road upgrades:

- 1) 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, Windera 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, Windera 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 50m<sup>3</sup>, 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](http://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 MONTHLY FINANCIAL INFORMATION

**File Number:** 06.03.2024  
**Author:** Manager Finance & Sustainability  
**Authoriser:** Chief Executive Officer

#### PRECIS

Monthly financial report as at 28<sup>th</sup> February 2024.

#### SUMMARY

The following information provides Council's current position as at 28<sup>th</sup> February 2024.

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#### OFFICER'S RECOMMENDATION

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 28<sup>th</sup> February 2024 be received and noted.

#### FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to amended budget as adopted by Council on the 24<sup>th</sup> January 2024.

#### 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**

- This report has been compiled with information up to 28 February 2024 (before end of month). End of month journals have not been completed.
- Recurrent Revenue is currently sitting at 56% compared to the amended budget and Recurrent Expenditure is sitting at 63%.
- Revenue is impacted by timing effects of various income streams including grant revenue.
- Council's current cash holdings as at 27 February 2024 was \$56.06m with \$32.68m of this currently classed as restricted cash.
- The ratios at the end of February are all within their respective targets.
- Council's capital expenditure program is currently sitting at \$13.03m in actual expenditure which equates to approximately 31.0% of the total amended budget.

### **ATTACHMENTS**

1. **Capex Report as at 28 February 2024**
2. **February 2024 Meeting Report**





Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	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
007035	Disaster Resilience DRFA - Vehicle Racks	DRFA	-	-	-	-	-	-	-	-	-	-	-	-	-	5,993.29	5,993.29
<b>Sub Activity Subtotal</b>																	
-																	
<b>Activity Total</b>																	
-																	
<b>Parks</b>																	
<b>Parks &amp; Gardens</b>																	
006529	CP - Regional Parks Redevelopment	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	-	903.09	903.09
<b>Sub Activity Subtotal</b>																	
903.09																	
<b>Spiground-Maidenwell</b>																	
006920	Maidenwell Completion of steps to Coomb	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	-	-	70,000.00	-	-	-
<b>Sub Activity Subtotal</b>																	
70,000.00																	
<b>W4Q - Round 4</b>																	
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
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	2,103.34	238,448.08	240,552.42
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	-	195,964.25	195,964.25
006806	W4Q4-Tipperary Flat N'go-Water Feature	W4Q4	-	-	-	-	-	-	-	-	-	-	-	-	-	806.11	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	1,140.00	50,208.36	51,348.36
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
<b>Sub Activity Subtotal</b>																	
40,000.00																	
<b>Parks - Kingaroy</b>																	
006918	CP KRay Apex Park-Carpark, Path & Pair	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	-	1,808.00	1,808.00
006949	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	81,646.00	-	81,646.00
006929	Kingaroy Carew Park Shelter and Trees	COUNCIL	-	-	-	-	-	-	40,000.00	-	-	-	40,000.00	-	-	-	-
006930	Kumbia Recreation Park Redevelopment	COUNCIL	200,000.00	-	-	-	-	-	200,000.00	200,000.00	-	-	-	200,000.00	87,767.57	8,091.26	95,858.83
006938	Kingaroy Apex Park Carpark	COUNCIL	71,244.07	-	-	-	-	-	71,244.07	120,000.00	-	-	48,755.93	71,244.07	-	77,472.28	77,472.28
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
<b>Sub Activity Subtotal</b>																	
471,244.07																	
<b>Parks - Nanango</b>																	
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 sl	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	-	11,520.00	11,520.00
<b>Sub Activity Subtotal</b>																	
34,500.00																	
<b>Parks - Blackbutt</b>																	
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	325.00	149,613.59	149,938.59
006994	Blackbutt Les Muller Park - Toilet Block	COUNCIL	-	28,500.00	-	-	-	-	28,500.00	-	-	28,500.00	-	28,500.00	-	11,520.00	11,520.00
<b>Sub Activity Subtotal</b>																	
200,000.00																	
<b>Parks - Murgon</b>																	
006753	Murgon QE11 Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	-	1,288.00	-	1,288.00
006927	Murgon Skate Park Half Basketball court	COUNCIL	32,000.00	-	-	-	-	-	32,000.00	32,000.00	-	-	-	32,000.00	740.00	794.93	1,534.93
006928	Murgon QE11 Park Stage 2 Redevelopme	COUNCIL	300,000.00	-	-	-	-	-	300,000.00	450,000.00	-	-	150,000.00	300,000.00	1,363.64	313,472.30	314,835.94
<b>Sub Activity Subtotal</b>																	
332,000.00																	
<b>Parks - Wondai</b>																	
006935	DRFA Dingo Creek Carpark	DRFA	-	-	-	180,260.00	-	-	180,260.00	180,260.00	-	-	-	180,260.00	-	183,585.47	183,585.47
006996	Wondai Dingo Creek Park playground light	COUNCIL	-	-	-	-	-	-	-	-	-	14,776.52	14,776.52	-	-	-	-
<b>Sub Activity Subtotal</b>																	
180,260.00																	
<b>Parks - Proston</b>																	
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
<b>Sub Activity Subtotal</b>																	
30,454.49																	
<b>Rail Trails</b>																	
006932	Blackbutt to Linville Rail Trail	QRA	-	-	-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
006938	DRFA Kingaroy-Murgon Rail Trail Crossin	DRFA	-	-	-	423,314.00	-	-	423,314.00	423,314.00	-	-	-	423,314.00	66,519.94	9,499.88	76,019.82
006937	LRCI Kingaroy-Murgon Rail Trail Reseal	LRCI_4_A	-	-	-	994,465.00	-	-	994,465.00	994,465.00	-	-	-	994,465.00	-	713,259.94	713,259.94
007026	DTIS - King-Mur Rail Trail Pavement/Cros	DTIS	-	-	-	631,141.00	-	-	631,141.00	-	-	-	631,141.00	631,141.00	126,486.82	27,209.91	153,696.73
<b>Sub Activity Subtotal</b>																	
2,048,920.00																	
<b>General</b>																	
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
<b>Sub Activity Subtotal</b>																	
55,000.00																	
<b>Activity Total</b>																	
1,178,198.56																	
<b>Roads</b>																	
<b>W4Q - Round 4</b>																	
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	698,718.61	249,180.81	947,899.42





Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	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	
<b>Activity Total</b>			<b>684,400.00</b>	<b>2,093,537.42</b>	<b>-</b>	<b>1,790,000.00</b>	<b>800,000.00</b>	<b>-</b>	<b>5,367,937.42</b>	<b>5,302,268.00</b>	<b>460,669.42</b>	<b>290,000.00</b>	<b>-</b>	<b>685,000.00</b>	<b>5,367,937.42</b>	<b>2,203,178.49</b>	<b>1,385,610.05</b>	<b>3,588,788.54</b>
<b>Wastewater Services</b>																		
<b>Wastewater - General</b>																		
006841	S2- PC, SCADA & Telemetry WASTEWATER	COUNCIL	-	166,747.00	-	-	-	-	166,747.00	166,747.00	-	-	-	166,747.00	4,360.00	131,650.00	136,010.00	
006903	S3- PC, SCADA & Telemetry WASTEWATER	COUNCIL	17,500.00	-	-	-	-	-	17,500.00	175,000.00	-	-	-	157,500.00	-	-	-	
006904	Regional Sewer Refining	COUNCIL	1,600,000.00	-	-	-	-	-	1,600,000.00	1,600,000.00	-	-	-	1,600,000.00	96,795.13	61,338.21	158,133.34	
<b>Sub Activity Subtotal</b>			<b>1,617,500.00</b>	<b>166,747.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,784,247.00</b>	<b>1,941,747.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>157,500.00</b>	<b>1,784,247.00</b>	<b>101,155.13</b>	<b>192,988.21</b>	<b>294,143.34</b>
<b>Wastewater - Kingaro</b>																		
006805	Kingaro SPS2 Tessmanns Rd Switchboa	COUNCIL	17,500.00	-	-	-	-	-	17,500.00	175,000.00	-	-	-	157,500.00	17,500.00	3,143.07	1,376.92	4,519.99
<b>Sub Activity Subtotal</b>			<b>17,500.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,500.00</b>	<b>175,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>157,500.00</b>	<b>17,500.00</b>	<b>3,143.07</b>	<b>1,376.92</b>	<b>4,519.99</b>
<b>Wastewater - Nanango</b>																		
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	21,000.00	-	-	-	-	-	21,000.00	210,000.00	-	-	-	189,000.00	21,000.00	3,143.07	1,376.93	4,520.00
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	14,000.00	-	-	-	-	-	14,000.00	140,000.00	-	-	-	126,000.00	14,000.00	3,143.09	1,376.92	4,520.01
<b>Sub Activity Subtotal</b>			<b>35,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000.00</b>	<b>350,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>315,000.00</b>	<b>35,000.00</b>	<b>6,286.16</b>	<b>2,753.85</b>	<b>9,040.01</b>
<b>CED - Proston</b>																		
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	3,143.06	1,376.94	4,520.00
<b>Sub Activity Subtotal</b>			<b>21,000.00</b>	<b>16,500.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,500.00</b>	<b>210,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>172,500.00</b>	<b>37,500.00</b>	<b>3,143.06</b>	<b>17,758.91</b>	<b>20,901.97</b>
<b>Activity Total</b>			<b>1,691,000.00</b>	<b>183,247.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,874,247.00</b>	<b>2,676,747.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>802,500.00</b>	<b>1,874,247.00</b>	<b>113,727.42</b>	<b>214,877.89</b>	<b>328,605.31</b>
<b>Waste</b>																		
<b>Waste Management - R</b>																		
006807	New Mildenswell Transfer Station	COUNCIL	-	634,601.07	-	-	-	-	634,601.07	250,000.00	54,601.07	330,000.00	-	634,601.07	14,899.04	87,839.68	102,738.72	
006780	Nanango Weighbridge & Transfer Station	LGSP	-	242,720.00	-	364,080.00	-	-	606,800.00	303,780.00	303,020.00	-	-	606,800.00	463,113.62	27,115.18	490,228.80	
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	523,634.47	13,353.08	536,987.55	
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	100,000.00	-	-	-	-	100,000.00	-	-	100,000.00	-	100,000.00	-	54,560.00	54,560.00	
<b>Sub Activity Subtotal</b>			<b>-</b>	<b>1,227,055.32</b>	<b>-</b>	<b>733,053.75</b>	<b>-</b>	<b>-</b>	<b>1,960,109.07</b>	<b>553,780.00</b>	<b>357,621.07</b>	<b>1,020,358.00</b>	<b>28,350.00</b>	<b>1,960,109.07</b>	<b>1,001,647.13</b>	<b>211,217.94</b>	<b>1,212,865.07</b>	
<b>Activity Total</b>			<b>-</b>	<b>1,227,055.32</b>	<b>-</b>	<b>733,053.75</b>	<b>-</b>	<b>-</b>	<b>1,960,109.07</b>	<b>553,780.00</b>	<b>357,621.07</b>	<b>1,020,358.00</b>	<b>28,350.00</b>	<b>1,960,109.07</b>	<b>1,001,647.13</b>	<b>211,217.94</b>	<b>1,212,865.07</b>	
<b>Grand Total</b>			<b>13,186,763.56</b>	<b>14,775,882.95</b>	<b>415,000.00</b>	<b>12,735,496.05</b>	<b>800,000.00</b>	<b>90,000.00</b>	<b>42,003,142.56</b>	<b>33,353,819.00</b>	<b>7,703,040.40</b>	<b>1,815,912.68</b>	<b>-</b>	<b>869,629.52</b>	<b>42,003,142.56</b>	<b>9,521,996.88</b>	<b>13,038,422.17</b>	<b>22,560,419.05</b>





**South Burnett Regional Council**  
**Monthly Financial Report**  
as at 28 February 2024



**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 28 February 2024 (not the end of month).

- This report has been compiled with information up to 28 February 2024 (before end of month). End of month journals have not been completed.
- Recurrent Revenue is currently sitting at 56% compared to the amended budget and Recurrent Expenditure is sitting at 63%.
- Revenue is impacted by timing effects of various income streams including grant revenue.
- Council's current cash holdings as at 27 February 2024 was \$56.06m with \$32.68m of this currently classed as restricted cash.
- The ratios at the end of February are all within their respective targets.
- Council's capital expenditure program is currently sitting at \$13.03m in actual expenditure which equates to approximately 31.0% of the total amended budget.

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Executive Summary

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1.0 Interim Statement of Financial Performance (Income Statement)

**Statement of Comprehensive Income**

as at 28 February 2024 (not to end of month)  
67% of Year Complete

	2024 \$	Original Budget \$	Amended Budget \$	Variance %
<b>Income</b>				
<b>Revenue</b>				
Recurrent Revenue				
Rates, Levies and Charges	29,064,542	57,018,206	57,018,206	51%
Fees and Charges	3,932,099	5,276,904	5,345,086	74%
Rental Income	340,022	459,715	507,603	67%
Interest Received	2,049,912	1,975,000	2,975,000	69%
Sales Revenue	2,286,863	6,835,007	7,159,007	32%
Other Income	805,198	1,179,323	1,209,323	67%
Grants, Subsidies, Contributions and Donations	14,986,016	8,546,353	20,541,473	73%
	<u>53,464,653</u>	<u>81,290,508</u>	<u>94,755,698</u>	<u>56%</u>
<b>Capital Revenue</b>				
Grants, Subsidies, Contribution and Donations	3,972,858	9,471,224	13,735,496	29%
<b>Total Income</b>	<u>57,437,511</u>	<u>90,761,732</u>	<u>108,491,194</u>	<u>53%</u>
<b>Expenses</b>				
<b>Recurrent Expenses</b>				
Employee Benefits	16,659,183	27,612,019	28,504,078	58%
Materials and Services	30,273,217	31,759,777	43,872,222	69%
Finance Costs	1,039,727	1,734,655	1,734,654	60%
Depreciation and Amortisation	14,101,957	23,673,214	24,211,788	58%
	<u>62,074,084</u>	<u>84,779,665</u>	<u>98,322,744</u>	<u>63%</u>
<b>Capital Expense</b>	<u>1,904,896</u>	<u>(415,000)</u>	<u>(415,000)</u>	<u>-459%</u>
<b>Total Expense</b>	<u>63,978,980</u>	<u>84,364,665</u>	<u>97,907,744</u>	<u>65%</u>
<b>Net Result</b>	<u>(6,541,469)</u>	<u>6,397,067</u>	<u>10,583,450</u>	
<b>Net Operating Result</b>	<u>(8,609,431)</u>	<u>(3,489,157)</u>	<u>(3,567,046)</u>	

\*\* Please note – this report was run as at 28 February 2024, not at end of month, and therefore the end of month journals have not yet been completed \*\*

## 2.0 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 28 February 2024, depreciation expense was on target at 66%. Depreciation expense will be closely monitored as capitalisation occurs.

Work in progress balance as at 28 February 2024 is \$12.53m, made up of the asset classes listed below.

<i>Asset Class</i>	<i>Opening Balance</i>	<i>Capital Expenditure</i>	<i>Capitalisation</i>	<i>Closing Balance</i>
Plant & Equipment	41,336	15,422	-	56,757
Land	66,069	-	-	66,069
Buildings	3,331,146	863,275	- 1,586,953	2,607,469
Roads	4,474,769	1,922,740	- 2,416,303	3,981,206
Water	3,501,289	197,274	-	3,698,562
Wastewater	1,823,420	24,003	-	1,847,423
Fleet	29,954	61,949	- 47,329	44,574
Waste	219,627	10,300	-	229,927
Office/ICT	1,689	1,454	-	3,142
	<b>13,489,298</b>	<b>3,096,417</b>	<b>- 4,050,585</b>	<b>12,535,130</b>

There was capitalisation for Roads of \$2.41m, Buildings \$1.58m and Fleet \$47k during the month of February. Capitalisation for Water and Wastewater asset is underway to be processed early March.

3.0 Interim Statement of Financial Position (Balance Sheet)

**Statement of Financial Position**  
as at 28 February 2024 (not to month end)

	2024 FEBRUARY \$	Original Budget \$	Amended Budget \$
<b>Current Assets</b>			
Cash and Cash Equivalents	56,068,745	56,343,950	57,102,480
Trade and Other Receivables	4,190,063	11,936,624	12,271,544
Inventories	947,099	781,347	840,354
Investments	-	-	-
<b>Total Current Assets</b>	<b>61,205,907</b>	<b>69,061,921</b>	<b>70,214,378</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	543,637	389,495	389,495
Property, Plant and Equipment	1,054,273,306	1,068,147,535	1,078,200,775
Right of Use Asset	695,950	661,125	669,127
Intangible Assets	6,245,255	6,242,606	6,242,606
<b>Total Non-Current Assets</b>	<b>1,061,758,148</b>	<b>1,075,440,760</b>	<b>1,085,502,003</b>
<b>TOTAL ASSETS</b>	<b>1,122,964,055</b>	<b>1,144,502,682</b>	<b>1,155,716,381</b>
<b>Current Liabilities</b>			
Trade and Other Payables	11,033,083	10,423,308	15,612,900
Borrowings	3,309,663	3,460,548	3,460,548
Lease Liabilities	20,206	18,439	18,637
Provisions	3,992,865	3,931,009	3,915,600
Unearned Revenue	-	2,300,754	2,749,085
Other Liabilities	552,269	1,410,715	1,410,715
<b>Total Current Liabilities</b>	<b>18,908,085</b>	<b>21,544,773</b>	<b>27,167,485</b>
<b>Non-Current Liabilities</b>			
Trade and Other Payables	-	-	-
Borrowings	20,088,990	20,335,543	20,335,543
Lease Liabilities	712,723	686,457	694,284
Provisions	12,337,011	12,444,910	12,241,008
Other Liabilities	4,398,720	1,470,746	2,960,718
<b>Total Non-Current Liabilities</b>	<b>37,537,444</b>	<b>34,937,655</b>	<b>36,231,553</b>
<b>TOTAL LIABILITIES</b>	<b>56,445,529</b>	<b>56,482,428</b>	<b>63,399,038</b>
<b>NET COMMUNITY ASSETS</b>	<b>1,066,518,526</b>	<b>1,088,020,254</b>	<b>1,092,317,343</b>
<b>Community Equity</b>			
Retained Surplus/(Deficiency)	426,935,570	448,318,094	451,452,248
Asset Revaluation Surplus	639,582,956	639,702,160	640,865,095
<b>TOTAL COMMUNITY EQUITY</b>	<b>1,066,518,526</b>	<b>1,088,020,254</b>	<b>1,092,317,343</b>

\*\* Please note – this report was run as at 28 February 2024, not at end of month, and therefore the end of month journals have not yet been completed \*\*

Executive Summary

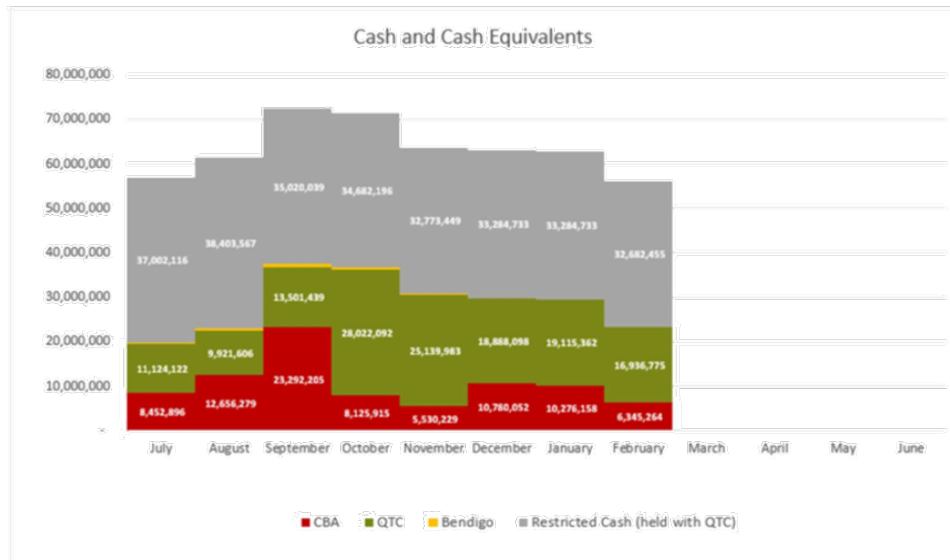
**3.1 Current Assets**

**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 28 February 2024, Council's actual cash and cash equivalents balance was \$56.06m. At February 2020 (four years prior), Council's actual cash and cash equivalents balance was \$36.95m. This equates to an increase of \$19.11m for the four year period.**

The below table shows the breakup of this balance sheet element (excluding cash drawers) as at 28<sup>th</sup> February 2024.



Executive Summary

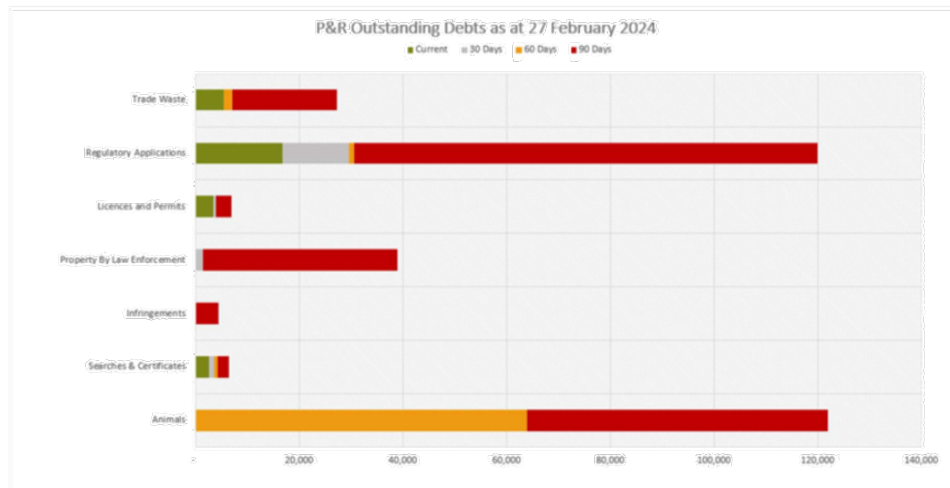
**As at the 27<sup>th</sup> February 2024, the restricted cash balance was \$32,682,455. In February 2020, the restricted cash balance was \$24,777,934 (therefore, an increase of \$7,904,521 to current).**

The decrease in restricted cash of \$602,278 during February is made up of Roads (\$206k), Buildings (\$20k), Waste (\$14k), Plant & ICT (\$220k), Water (\$109k) and Wastewater (\$33k) as the capital programs continue to progress in delivery.

RESTRICTED CASH	Jan-24	Feb-24
Recurrent Expenditure	505,164	505,164
Future Capital Works		
Roads	5,744,203	5,537,697
Buildings	3,591,484	3,571,598
Waste	6,095,663	6,081,782
Land	25,322	25,322
Plant & ICT	6,943,467	6,723,725
Water	3,553,762	3,444,971
Wastewater	4,721,582	4,688,110
Unspent - Developer Contributions	1,729,986	1,729,986
Unspent - Loan Funds	374,100	374,100
<b>Total</b>	<b>33,284,733</b>	<b>32,682,455</b>

**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.

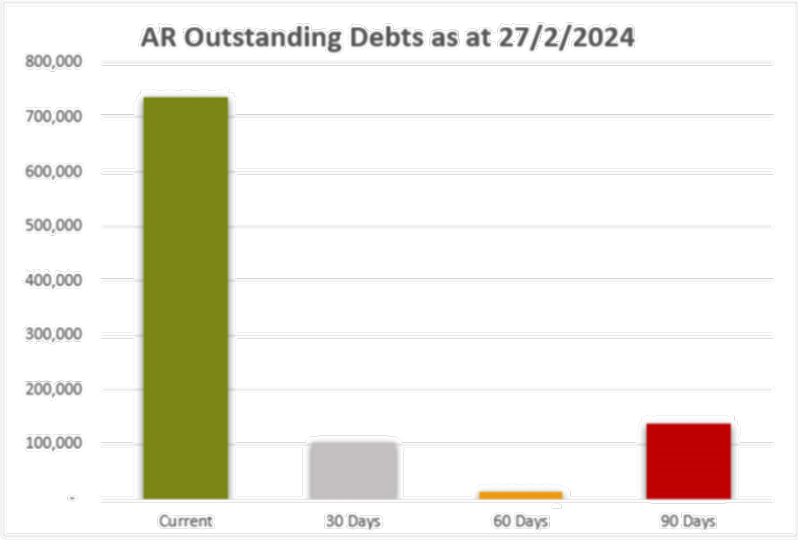


Executive Summary



**The Property and Rating (P&R) debts that are overdue by 90 days or more currently total \$214k. In February 2020 this balance was \$433k. This equates to a reduction of \$219k).**

The current 90 days or more balance is made up of \$57k in overdue animal registrations, \$106k being actively pursued by Council staff or determination on next steps are being investigated, \$38k can be recovered when properties are sold, and \$13k belong to developer contributions that will be finalised in the future.



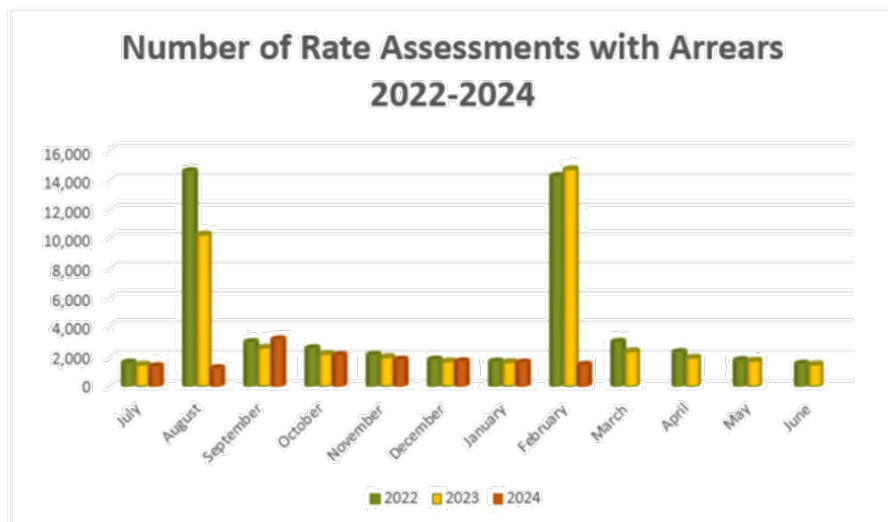
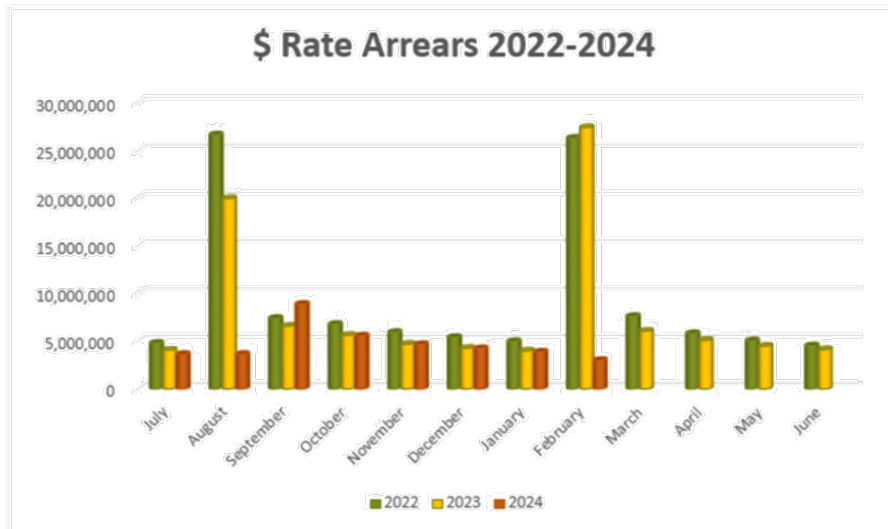
**The AR outstanding debts 90+ days as at 28 February 2024 was \$138k which is 14% of total AR outstanding debts. In February 2020, 90+ days outstanding was \$1.10m. Disregarding \$841k for one contractor for Niagara Road work, the difference to current is a reduction of \$121k.**

Of the current value sitting in the 90+ days, 99% remains with debt collectors or have a payment arrangement with Council. 1% is being actively pursued by Council staff.

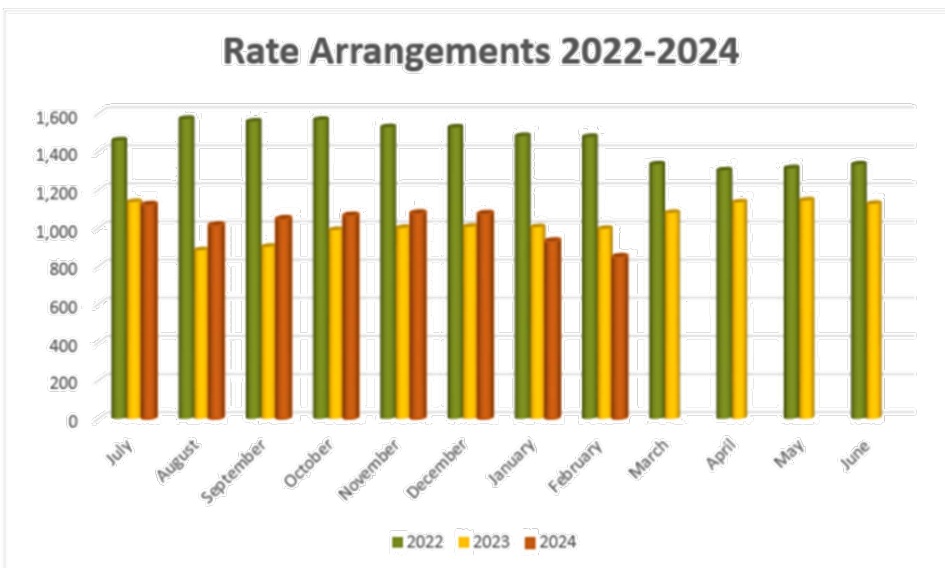
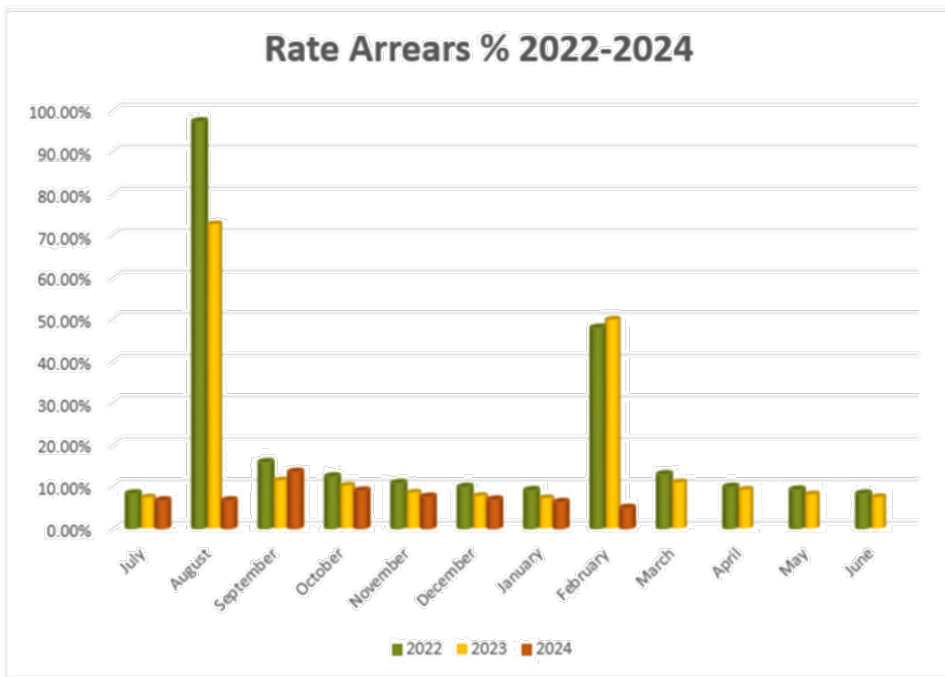
**Rates in arrears as of 28 February 2024 was sitting at \$3.5m or 5.64% which is below the target arrears of 7%. This is significantly down when compared to January 2020 which had rate in arrears of \$5.25m or 9.20%.**

There are currently 847 assessments with rate arrangements in place which accounts for 58.78% 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.



Executive Summary



Executive Summary

**3.2 Liabilities**

**3.2.1 Borrowings**

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 28 February 2024 was \$23,398,652 made up of borrowings in the following departments. Please note that the interest end of month journal has not been completed yet as the data is not available until after the end of month.

Department	Borrowings
NRM & Parks	\$ 307,528
Finance	\$ 243,436
Property	\$ 264,963
Economic Development	\$ 195,148
Environment & Waste	\$ 475,138
Infrastructure	\$ 8,261,825
Water & Wastewater	\$ 13,650,614
<b>Total</b>	<b>\$ 23,398,652</b>

The balance as at 28 February 2024 was \$23,398,652. This is a reduction of \$12,587,104 compared to the total Council borrowings in February 2020 of \$35,985,756.

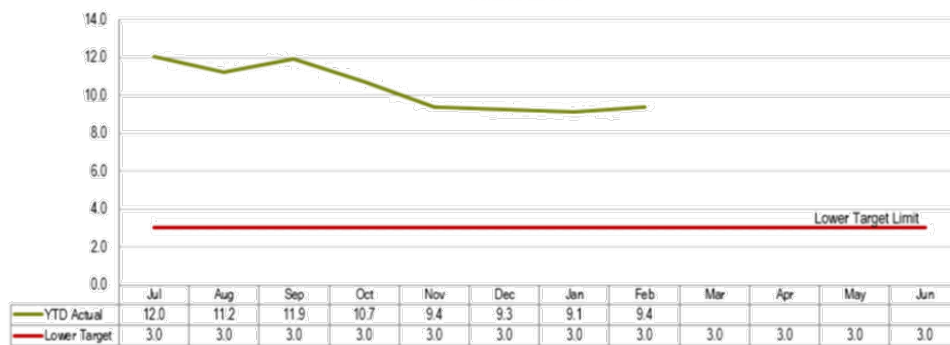
### 4.0 Financial Ratios

#### Key Performance Indicators - Monthly Reporting

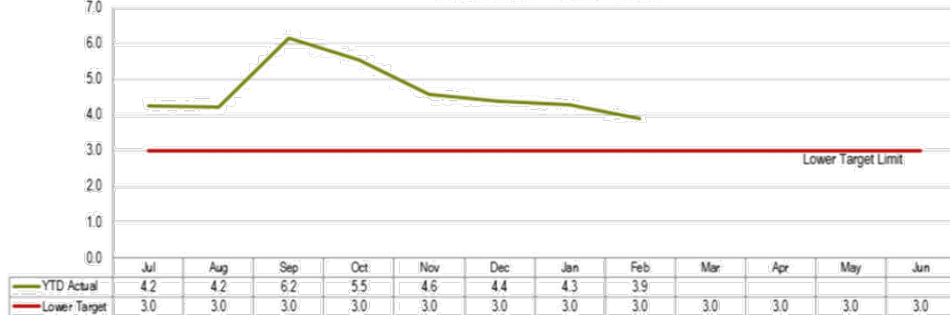
Ratio	Description	Formula	SBRC's Target	Status	Feb-24
Cash Ratio	Number of months operating expenditure (covered by total cash held)	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	9.35
Operating Cash 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	✓	3.90
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	✓	3.24
Funded Long-Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non - Current Borrowings}}$	Target greater than or equal to 50%	✓	106.25%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	5.50%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	56.07
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non - Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	2.08%
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%	✓	1.24%

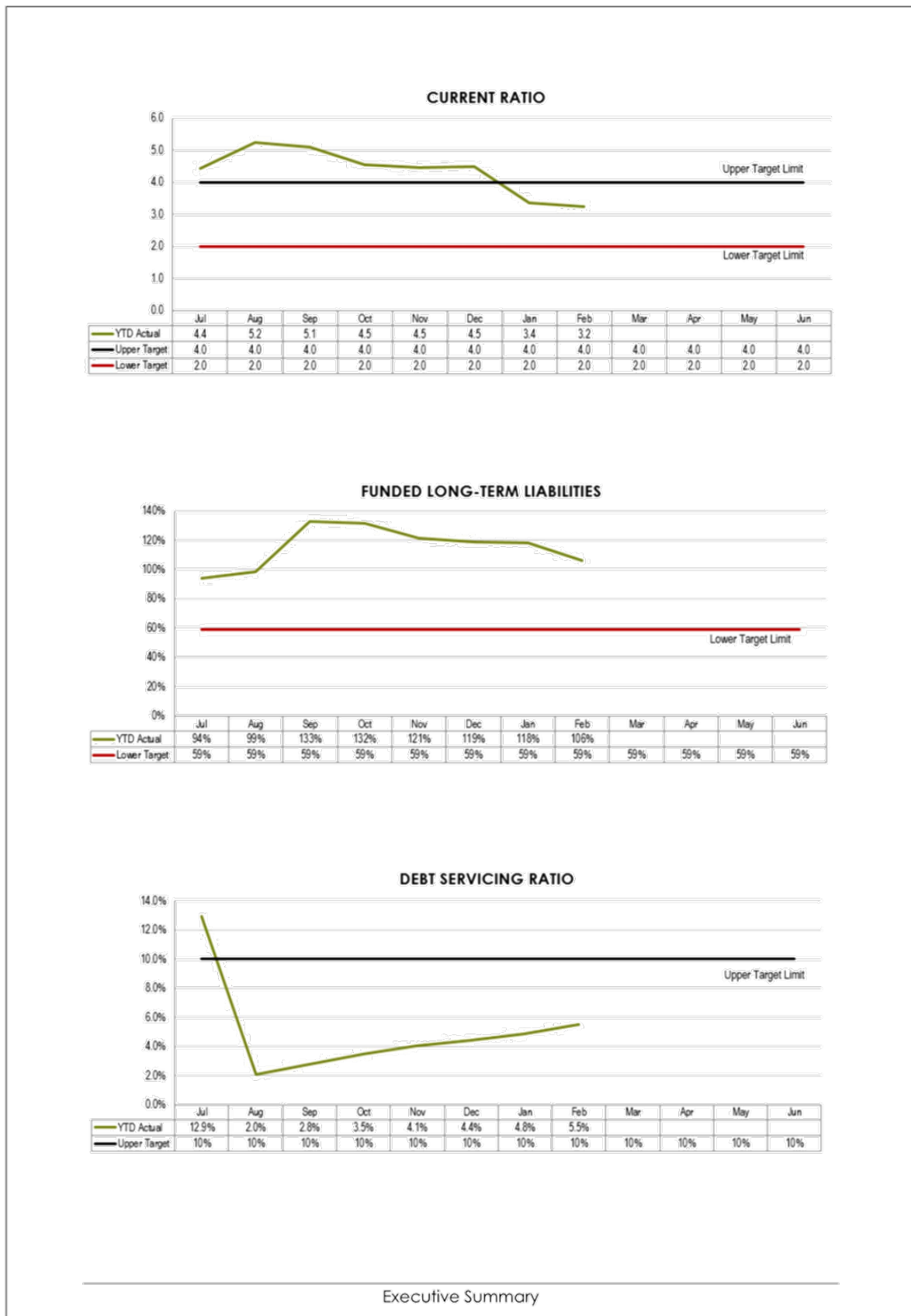
All ratios as at 28 February were within their respective targets.

#### CASH RATIO



#### OPERATING CASH RATIO







### 5.0 Investments

Council had \$56.85m held in bank accounts on 27 February 2024. Out of this balance, 87.3% was held with QTC, 12.5% was with Commonwealth Bank and the remaining 0.2% was sitting with Bendigo Bank with no interest rate identified at this stage.

#### Investment Portfolio Report

as at 27/02/2024

	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	5.05%	0.00%	4.85%	
Deposits	14,000,000	328,477	118,651,507	132,979,984
Redemptions	- 14,000,000	- 604,926	- 127,761,747	- 142,366,673
Balance	47,968,495	98,858	6,806,915	54,874,269
Interest Income	1,694,280	-	327,986	2,022,266
Admin Charge	- 43,545	- 82	-	- 43,627
Net Interest Income	1,650,735	82	327,986	1,978,639
Ending Investment Balance as at 27/02/2024	49,619,230	98,776	7,134,902	56,852,908
% to Portfolio	87.28%	0.17%	12.55%	
Short Term Rating	A1+	A2	A1+	
Individual Counter - Party Limit	100%	10%	30%	
Maximum Funds Limit	No Limit	\$20M	\$20M	

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Executive Summary



**6.0 Rates Update**

The January to June 2024 rate levy is due to be issued on 18 March 2024 with the discount period ending 22 April 2024.

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Executive Summary



Executive Summary

**11 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET****11.1 MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD TUESDAY 28 NOVEMBER 2023****File Number: 06.03.2024****Author: Manager Infrastructure Planning****Authoriser: Chief Executive Officer****PRECIS**

Minutes of the Traffic Advisory Committee meeting held Tuesday 28 November 2023

**SUMMARY**

The minutes of the Traffic Advisory Committee meeting held in Warren Truss Chambers, Kingaroy on Tuesday 28 November 2023 are provided to note and consider

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**OFFICER'S RECOMMENDATION**

That the South Burnett Regional Council receive and note the attached minutes and recommendations of the Traffic Advisory Committee meeting held on 28 November 2023.

**BACKGROUND**

N/A

**ATTACHMENTS**

- 1. Minutes of the Traffic Advisory Committee**



# Traffic Advisory Committee Minutes

Infrastructure

**Chair:** Councillor Henschen  
**Minutes:** Donna Brown  
**Date:** Tuesday 28 November 2023, 12.30pm  
**Venue:** Warren Truss Chambers, Kingaroy

**Committee Attendance:**

Kate Wyatt (SBRC), James D’Arcy (SBRC), Cr Scott Henschen (SBRC), Craig Whittaker (TMR Road Safety), Andrew Goatham (TMR), Patrick Stromguist (TMR), David Tierney (QPS), Donna Brown (SBRC), Brett Everest (QPS), Kevin Searle (SBRC), Todd Armstrong (QPS), Lupita, Cr Jane Erkens (SBRC),

Agenda Item	Action Summary	Responsible Officer	Due Date
<i>Welcome and Apologies (Chair)</i>	Cr Jones chaired the meeting. All members welcomed. Apologies recorded. Meeting opened 12.33 pm Apologies: Brendan Seymour (QPS), Jade Miller (QPS), Cr Gavin Jones, Pawan Gautam (SBRC),	N/A	N/A
<i>Confirmation of previous minutes (Chair)</i>	Previous minutes of meeting held on Tuesday 11 September 2023 were confirmed. Moved: James D’Arcy Seconded: Kate Whyatt Vote: All in favour	N/A	N/A
<i>Business Arising from Minutes of Last Meeting</i>	<b>Action: St John’s Lutheran School bus operations</b>  <ul style="list-style-type: none"> <li>- SBRC spoke with bus company. Number of congestion issues in Ivy Street. Continued expansion of St Johns due to year 12 students driving.</li> <li>- Current number of buses expanding.</li> <li>- Signage / line marking – SBRC will continue to work on options in New Year.</li> <li>- TMR spoke with bus operator – issues raised were outside contract that Translink have with bus company.</li> <li>- Translink can assist with this further as required.</li> <li>- How many children arrive on buses and get dropped off? Lupita can obtain numbers of children and buses and deliver to next TAC.</li> </ul>	SBRC	12/03/2023



# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>Status: SBRC to continue to work with school and bus operators</b></p>		
	<p><b>Action: SBRC - Blackbutt School Crossing – D’Aguilar Highway</b></p> <ul style="list-style-type: none"> <li>- TMR have not received data to report.</li> <li>- TMR to provide data to future meeting for further discussions.</li> </ul> <p><b>Status: TMR to provide data to March TAC.</b></p>	TMR	12/03/2023
	<p><b>Action - SBRC - Update to School zone speed signs on Mundubbera Durong Road – Durong State School</b></p> <ul style="list-style-type: none"> <li>- The school is on the list for flashing lights on the signs.</li> <li>- TMR to advise of programming and liaise with school.</li> <li>- Only 100 installed every year prioritised list.</li> </ul> <p><b>Status: Craig (TMR) to chase up with Paul, Road Safety (TMR)</b></p>	TMR	12/03/2023
	<p><b>Action – SBRC - Parker Road &amp; Brooklands Road – speed, school bus &amp; heavy vehicles</b></p> <ul style="list-style-type: none"> <li>- Speed assessment was carried out on Parker Road under the QRSTUV.</li> <li>- Recommendation to reduce speed from 100 km to 70 km (between Kumbia Road and Ellesmere Road intersections).</li> <li>- Kumbia Road back to east between Kumbia Road and Kingaroy Cooyar Road. Need to do review of advisory warning and speed signage (RACAS). Make necessary improvements.</li> </ul> <p><b>Status: SBRC to reduce speed and install new signage on Parker Road / SBRC to review advisory warning and speed signage on Kumbia Road</b></p>	SBRC	12/03/2023
	<p><b>Action – SBRC – Couchmans Road, Kingaroy</b></p> <ul style="list-style-type: none"> <li>- Further request regarding speeding and dangerous driving on Couchmans Road, Kingaroy</li> <li>- QPS will monitor and enforce speed zones.</li> </ul>		



# Traffic Advisory Committee Minutes

Infrastructure

	<b>Status: Completed - SBRC to send letter to customer</b>		
<i>Fatal Car Crashes</i>	<p><b>Discussions held surrounding recent car crashes in the South Burnett</b></p> <ul style="list-style-type: none"> <li>- Discussions around crashes. Roads have not contributed to crashes.</li> </ul>		
<i>General Business</i>	<p>Item 1 - SBRC – Murgon Gayndah Road – TMR</p> <ul style="list-style-type: none"> <li>- Referred to RMPC as this is a road maintenance issue.</li> <li>- Property access is individuals.</li> </ul>		
	<p>Item 2 - SBRC - Traffic Lights – Haly and Fisher Street intersection</p> <ul style="list-style-type: none"> <li>- Haly Street no dedicated right turn arrow at traffic lights. No turning lane.</li> <li>- Need traffic numbers / turn capacity and also line of sight.</li> <li>- All signalised lights to have designated right hand signal treatment.</li> <li>- Forward to DTMR for Andrew will follow up and response to customer.</li> </ul>		
	<p>Item 3 – SBRC – Wilsons Road, Glenrock</p> <ul style="list-style-type: none"> <li>- Speeding concerns around heavy vehicles.</li> <li>- Respond to customer and advise we will work with regulator and ensure these roads are selected not to travel on.</li> </ul>		
	<p>Item 4 – SBRC – Weeks &amp; Kingaroy Cooyar Road intersection</p> <ul style="list-style-type: none"> <li>- South bound movements. Concern is visibility approaching intersection. If stationary vehicle turning into Weeks – no shoulder and drain is a meter lower than road.</li> <li>- DTMR advises 2 crashes within 2 kms of intersection. Off road into scrub.</li> <li>- Not enough crash history to support intersection upgrade to install turning lanes or sealed shoulder.</li> <li>- No QPS incidents reported.</li> <li>- Less than 10 houses using intersection.</li> </ul>		



# Traffic Advisory Committee Minutes

Infrastructure

	<p>Item 5 – SBRC - Boonenne Ellesmere Road &amp; Bunya Highway</p> <ul style="list-style-type: none"> <li>- Southern side of crest – people turning in would have good visibility with a long lead time. Constraints would be for southbound would slow down and pull off road.</li> <li>- 2015 - 1 crash off road on a grate within 2km radius – not at intersection.</li> <li>- QPS nothing reported at this location.</li> </ul>		
	<p>Item 6 – SBRC – Waterview Drive, Moffatdale</p> <ul style="list-style-type: none"> <li>- Customer has concerns of traffic speeding when turning down from Murgon Barambah of Waterview Drive.</li> <li>- Implement 50 km zone at Waterview Drive, Moffatdale.</li> </ul>		
	<p>Item 7 – SBRC – Rail Trail, Murgon</p> <ul style="list-style-type: none"> <li>- Concerns around where the rail trail intersects highway at Murgon - requesting centre refuge in middle of highway.</li> <li>- TMR – this has been submitted for funding in July for build outs and shoulder protection at this crossing (Vulnerable Road Users submission)</li> </ul>		
	<p>Item 8 – South Nanango Rural Fire Brigade</p> <ul style="list-style-type: none"> <li>- Near miss pulling into brigade from Yarraman (turning right) on D’Aguilar Highway</li> <li>- Further conversation with brigade – Invite QFES Rural Fire Brigade to contact development area in DTMR. Private access (turning lane) – need to make contact with DTMR.</li> </ul>		
<p><i>Report from Agencies</i></p>	<p><b>QPS</b></p> <ul style="list-style-type: none"> <li>- Couple of official complaints re: speed Jarail Road. Discussions held with Wambo contractors and staff.</li> <li>- Nothing to report.</li> </ul>	N/A	N/A



# Traffic Advisory Committee Minutes

Infrastructure

	<p><b>TMR Road Safety</b></p> <ul style="list-style-type: none"> <li>- STIP funding update – last round closed October. Running again and closing in April.</li> <li>- St Josephs, Murgon – need some hold points</li> <li>- Gore Stret, Murgon – missing barber poles. Still need hold lines (potholes).</li> <li>- Kingaroy State High School – line marking / tree removal / kerb and channel / might be just signage to finalise</li> <li>- St Mary’s – footpath finished at Kent Street, Wondai. Pedestrian crossing – need to take bracket off poles (need barber poles). If school crossing, need barber poles and more supervisors</li> <li>- House-keeping – Paul (Manager moving on – secured position in Translink) – Craig to e-mail Donna with Kristy’s details.</li> <li>- Advising Christmas campaign – fatal 5 / drink driving.</li> </ul>	N/A	N/A
	<p><b>TMR</b></p> <ul style="list-style-type: none"> <li>- No reports to discuss.</li> <li>- Trying to get a senior engineer on board – who will look after SB and Gympie.</li> <li>- High risk roads project starting to get wheels on D’Aguilar highway Kingaroy to Nanango (safety improvements).</li> </ul>	N/A	N/A
	<p><b>QAS</b></p> <ul style="list-style-type: none"> <li>- No representation.</li> </ul>	N/A	N/A
<i>Further items for discussion</i>			
Next Meeting	<p>Date: 12 March 2024 at 12.30 pm Location: Warren Truss Chambers, Kingaroy</p>	N/A	N/A
<i>Meeting Closed</i>	Meeting Closed: 2:08pm		



## **12 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**

### **12.1 GRANT APPLICATIONS - REGIONAL ARTS FUND AND FRRR**

**File Number:** 23/02/2024

**Author:** Community Grants Officer

**Authoriser:** Acting General Manager Liveability

#### **PRECIS**

1. Regional Arts Fund
2. FRRR – Future Drought fund

#### **SUMMARY**

1. The Regional Arts Fund is an Australian Government program that supports sustainable cultural development in regional and remote communities in Australia.
2. The FRRR Prepare for Drought Initiative is designed to enable agriculture-dependent communities to identify and act on their drought preparedness priorities at a grassroots level and in ways that best suit their communities. The Small Network Grants will fund networks, community events, training initiatives, community infrastructure, development and learning initiatives that assist local people and communities to strengthen social capital and capability to prepare for future droughts.

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#### **OFFICER'S RECOMMENDATION**

1. That South Burnett Regional Council delegate to the Chief Executive Officer for grant applications to be submitted for funding to the Regional Arts Fund.
2. That South Burnett Regional Council delegate to the Chief Executive Officer for grant applications to be submitted for funding to the FRRR Prepare for Drought Initiative.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Regional Arts Fund has funding of up to \$30,000 and there is no matched funding required for this grant application.

FRRR – Future Drought Fund has funding of up to \$20,000 available and there is no matched funding required for this grant application.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

- GR5 Continue to provide and investigate options to improve our arts, heritage, museums, visitor information centres and tourism infrastructure.
- EC4 Develop and implement a regionally themed Arts, Culture and Heritage Strategic Plan incorporating all of our communities.
- EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programmes.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Portfolio Councillor

Coordinator Community Development

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

Not applicable

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

Not applicable

**ASSET MANAGEMENT IMPLICATIONS**

Not Applicable

**REPORT**

1. The Regional Arts Fund is part of the Australian Government’s Arts and Cultural Development Program that supports participation in, and access to, Australia’s arts and culture through developing and supporting cultural expression.

Funding is available of up to \$30,000 with no matched funding required and closes on the 10 March 2024.

The Regional Arts Fund supports artists and communities in regional and remote areas. Funds can be used to:

- encourage and support sustainable economic, social and cultural development in regional communities;
- develop partnerships and networks which leverage support for projects and encourage ongoing collaboration;
- develop audiences and broaden community engagement with the arts; and
- increase employment, professional development opportunities and profile of regional and remote artists.

The Arts, Culture, and Heritage Committee has been diligently drafting a Strategic Plan tailored for the sector. This plan is nearing completion and is in its final stages of development prior to Council approval.

Programs will be developed to support the Arts Culture and Heritage Strategic Plan outcomes.

2. The FRRR Prepare for Drought Initiative with the support of the Australian Government, will provide funding opportunities by enabling agriculture-dependent communities to identify and act on their drought preparedness priorities at a grassroots level and in ways that best suit their communities.

Funding of up to \$20,000 is available and there is no matched funding required for this grant application.

The Drought Initiative will fund networks, community events, training initiatives, development and learning initiatives that assist local people and communities to strengthen social capital and capability to prepare for future droughts.

The Arts, Culture, and Heritage Committee has been diligently crafting a Strategic Plan tailored for the sector. This plan is nearing completion and is in its final stages of development prior to Council approval.

Programs will be developed to support the Arts Culture and Heritage Strategic Plan outcomes.

**ATTACHMENTS**

1. **Regional-Arts-Fund—Project-Grants-and-Quick-Response-Grants-Guidelines.pdf**
2. **FRRR Drought Initiative Funding Guidelines**



**Australian Government**

**Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts**

**Regional Arts Fund Project Grants and Quick Response Grants Guidelines**

**Opening date:** See Regional Program Administrator<sup>1</sup> website for Project Grants and Quick Response Grants

**Closing date and time:** See Regional Program Administrator website for Project Grants and Quick Response Grants

**Commonwealth policy entity:** Department of Infrastructure, Transport, Regional Development, Communications and the Arts

**Administering entity:** Department of Infrastructure, Transport, Regional Development, Communications and the Arts

**Enquiries:** If you have any questions, contact the Regional Program Administrator<sup>1</sup> in your state or territory:

Regional Arts NSW <a href="http://www.regionalartsnsw.com.au">www.regionalartsnsw.com.au</a> <a href="mailto:admin@regionalartsnsw.com.au">admin@regionalartsnsw.com.au</a> 02 9270 2500 Level 1, 10 Hickson Road The Rocks NSW 2000	Regional Arts Victoria <a href="http://www.rav.net.au">www.rav.net.au</a> <a href="mailto:grants@rav.net.au">grants@rav.net.au</a> 1300 882 531 Ground Floor, 470 St Kilda Road Melbourne VIC 3004	RANT Arts <a href="http://www.rantarts.com">www.rantarts.com</a> <a href="mailto:info@rantarts.com">info@rantarts.com</a> 03 6331 8232 45-47 Stewart Street Devonport TAS 7310
Regional Arts WA <a href="http://www.regionalartswa.org.au">www.regionalartswa.org.au</a> <a href="mailto:info@regionalartswa.org.au">info@regionalartswa.org.au</a> 08 9200 6200 Level 1, King Street Arts Centre 357 Murray Street Perth WA 6000	Flying Arts Alliance <a href="http://www.flyingarts.org.au">www.flyingarts.org.au</a> <a href="mailto:info@flyingarts.org.au">info@flyingarts.org.au</a> 07 3216 1322 Judith Wright Centre of Contemporary Arts Level 2F, 420 Brunswick Street Fortitude Valley QLD 4006	Country Arts SA <a href="http://www.countryarts.org.au">www.countryarts.org.au</a> <a href="mailto:email@countryarts.org.au">email@countryarts.org.au</a> 08 8444 0400 2 McLaren Parade Port Adelaide SA 5015
Darwin Community Arts <a href="http://www.darwincommunityarts.org.au">www.darwincommunityarts.org.au</a> <a href="mailto:raf@darwincommunityarts.org.au">raf@darwincommunityarts.org.au</a> 08 8945 7347 2-3, 1 Travers Street Coconut Grove NT 0810	artsACT <a href="http://www.arts.act.gov.au">www.arts.act.gov.au</a> <a href="mailto:artsACT@act.gov.au">artsACT@act.gov.au</a> 02 6207 2384 Level 4, 1 Constitution Avenue Canberra ACT 2601	

**Date guidelines released:** September 2023

**Type of grant opportunity:** Open competitive

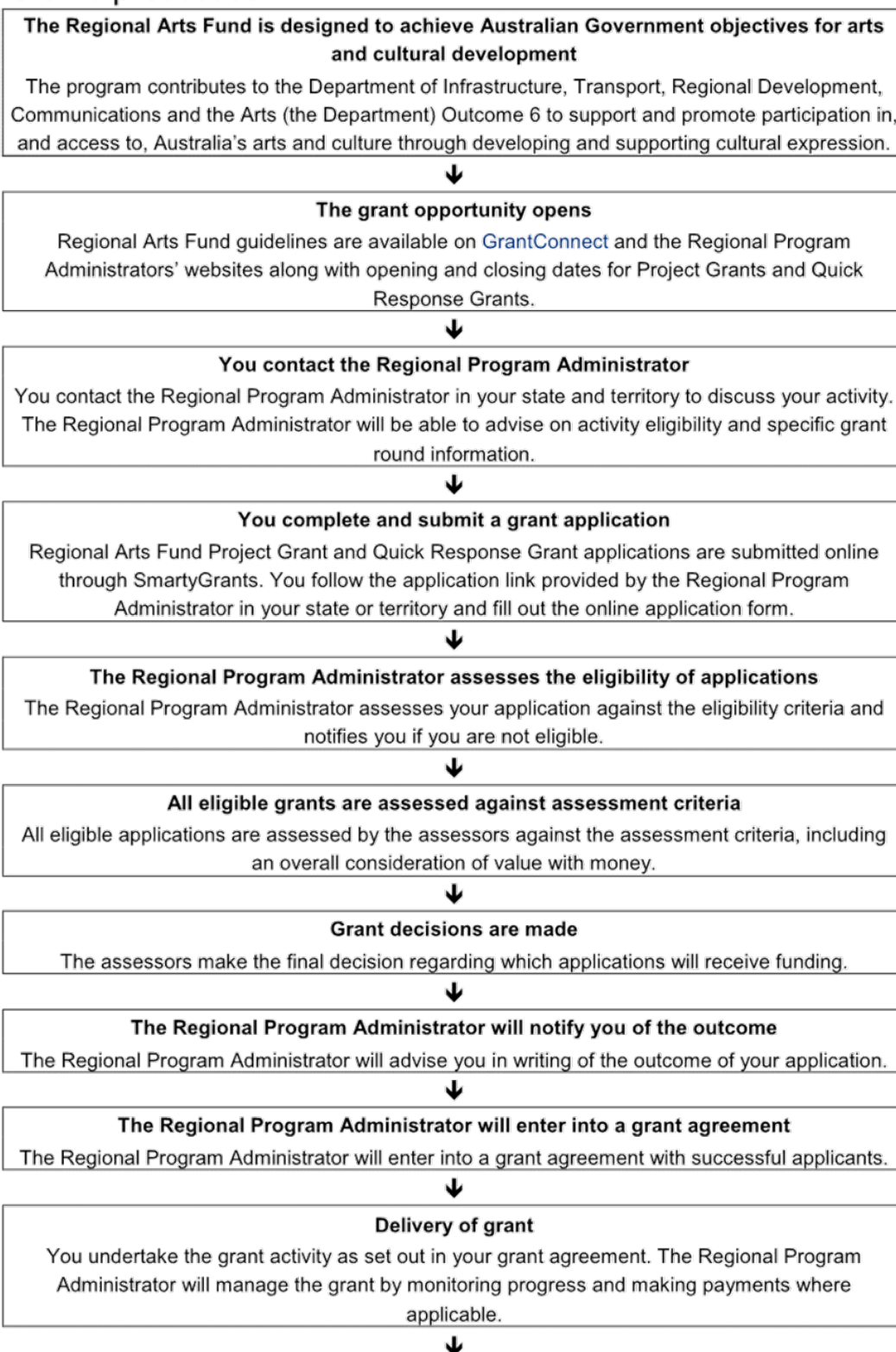
<sup>1</sup> Please refer to Glossary on p.22 for definition of Regional Program Administrator  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines

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## 1. Regional Arts Fund: Project Grants and Quick Response Grants processes



**Evaluation of Regional Arts Fund**

The Regional Program Administrator, Regional Arts Australia and the Department will evaluate the specific grant activity and the Regional Arts Fund as a whole. This will primarily be based on information provided through acquittal reports.

## 1.1 Introduction

These guidelines contain information about Regional Arts Fund Project Grants and Quick Response Grants.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grant activities will be monitored and evaluated
- responsibilities and expectations in relation to the grant opportunity.

## 2. About the Regional Arts Fund

The Regional Arts Fund is an ongoing program that provides approximately \$6 million per year to support artists and communities in regional and remote areas. The Regional Arts Fund is part of the Australian Government's Arts and Cultural Development Program that supports participation in, and access to, Australia's arts and culture through developing and supporting cultural expression.

The Regional Arts Fund aligns with *Revive*: a place for every story, a story for every place, the Australian Government's five-year plan to renew Australia's arts, entertainment and cultural sector. *Revive* is structured around five key pillars: First Nations First; A Place for Every Story; Centrality of the Artist; Strong Cultural Infrastructure; and Engaging the Audience. It delivers new momentum to regional, rural and remote communities across Australia, so that Australia's creative workers, organisations and audiences thrive and grow, and so that our arts, culture and heritage are re-positioned as central to Australia's future.

*Revive* recognises that regional and remote arts practice is critical to a vibrant national arts sector that reflects Australia's depth and diversity. A thriving cultural and creative sector is also crucial to supporting Australia's regional audiences, communities and local economies. A key initiative in *Revive* is increased support of \$8.5 million over four years from 2023-24 for the Regional Arts Fund. To learn more about what the Australian Government is doing to support Australian Regional Arts, download [Revive: a place for every story, a story for every place](#).

The Regional Arts Fund is managed by Regional Arts Australia on behalf of the Australian Government. The Commonwealth grant agreement with Regional Arts Australia states how the Fund is to be delivered on behalf of the Government, including how and for what purpose funds are to be used. Regional Arts Australia contracts regional arts organisations (Regional Program Administrators)<sup>2</sup> in each state and territory to deliver the program and award grants to artists, arts workers and organisations.

Regional Program Administrators deliver Project Grants and Quick Response Grants under these Guidelines on an open, competitive basis. Overall, the total amount of funding available to Regional Program Administrators for Project Grants and Quick Response Grants is at least \$2.7 million per year, subject to indexation applied to the total Regional Arts Fund program funding.

Regional Arts Australia and Regional Program Administrators also deliver projects of a strategic

<sup>2</sup> Please refer to the contact table on p.1 for details of the Regional Program Administrator in your state or territory  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines



nature, which operate under the requirements of the grant agreement with Regional Arts Australia, and under separate guidelines in relation to the Regional Program Administrators on a closed, non-competitive basis. Regional Arts Australia and Regional Program Administrators can also allocate a percentage of their Regional Art Fund allocation (as outlined in the funding agreement) to ensure the effective delivery of the Regional Arts Fund across Australia.

## 2.1 Regional Arts Fund program objectives

The objectives of the Regional Arts Fund are to support and promote participation in, and access to, Australia's arts and culture in regional and remote Australia, and through doing so:

1. encourage and support sustainable economic, social and cultural outcomes in regional communities;
2. develop partnerships and networks which leverage financial and/or in-kind support for regional arts activities and encourage ongoing collaboration;
3. develop audiences and broaden community engagement with the arts;
4. increase employment and professional development opportunities for, and raise the profile of, regional and remote artists; and
5. support quality and viability of artistic and cultural activity.

To achieve these objectives, the Regional Arts Fund will award grants for projects and programs benefiting regional and remote areas.

The program is undertaken according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs).

## 2.2 About the Project Grants and Quick Response Grant opportunities

These guidelines cover funding for grants through two funding streams:

- Project Grants, for arts projects, professional development for artists and arts workers, and community capacity building projects
- Quick Response Grants, for small arts activities, professional development for artists and arts workers, and community capacity building activities

Grant activities will support the objectives of the program and will contribute to making the arts accessible to communities across Australia regardless of location, whether as participant or consumer.

These guidelines apply to all states and territories. Arrangements for the ACT are included at item 18 of these guidelines.

From time to time, Project Grants and Quick Response Grants may be targeted towards particular strategic goals, such as responding to national emergencies or significant events. The Australian Government Minister with responsibility for the arts (the Minister) may issue a 'Program Strategy Statement' to Regional Arts Australia indicating the Government's strategic focus for regional arts in achieving the program's objectives, to apply until the statement is updated. The 'Program Strategy Statement' may indicate that the program should focus on a particular area, such as youth arts, to further the objectives of the program. Any 'Program Strategy Statement' will be available on the Regional Program Administrator's website in your state or territory.

### 3. Grant amount and grant period

#### 3.1 Grants available

Through *Revive: a place for every story, a story for every place*, the Australian Government committed to an ongoing uplift to the Regional Arts Fund of \$8.5 million over four years from 2023-24. As a result of this uplift, the Regional Arts Fund provides approximately \$6 million per year to support artists and communities in regional and remote areas. This support is essential to the Government's commitment to ensure Australian stories are created, heard, seen and experienced in regional and remote locations across Australia. All Australians, regardless of geography, should have the opportunity to access and participate in arts and culture. The Department provides this funding to Regional Arts Australia under a grant agreement.

##### Project Grants

You can apply for Project Grants of up to \$30,000. There is no minimum grant amount. Assessors will make decisions around funding allocated to successful applicants, taking into consideration the quantum of funds available in the individual state/territory. You are strongly encouraged to speak with a Regional Program Administrator Program Officer, especially if you are applying for grants greater than \$20,000 as a large funding request may be unrealistic where the available funds are limited.

In exceptional circumstances, you may be permitted to apply for larger grants. You should keep in mind that the Regional Arts Fund supports a diverse range of high-quality projects that deliver outcomes in regional areas. To remain competitive, all applications for funding must include realistic budgets and represent value with money. Funding applications are assessed against other applications on a competitive basis.

Funding is available through annual or multi-year agreements, subject to available funds. Multi-year funding is only available to support the development and delivery of a single project across financial years (to a maximum of \$30,000 per year). Applicants seeking multi-year funding will be required to provide a strongly argued business case demonstrating the need for, and benefits of, multi-year support and additional budget information.

##### Quick Response Grant

You can apply for Quick Response Grants up to \$3,000 for individuals and \$5,000 for organisations. There is no minimum grant amount. Assessors will make decisions around funding allocated to successful applicants, taking into consideration the quantum of funds available in the individual state/territory. In exceptional circumstances, applicants located in very remote areas may be permitted to apply for larger grants. Funding applications are assessed against other applications on a competitive basis. To remain competitive, all applications for funding must include realistic budgets and represent value with money.

#### 3.2 Grant period

The maximum grant period for Project Grants is two years and for Quick Response Grants is one year.

You must complete your activity by the date specified in your grant agreement.

### 4. Eligibility criteria

Your application can only be considered if you satisfy all the eligibility criteria.

#### 4.1 Who is eligible to apply for a grant?

To be eligible you must:

- be an individual or Australian incorporated organisation or local government organisation<sup>3</sup>
- have an active Australian Business Number (ABN) that is registered to your name and location
- if required by the Australian Tax Office, be registered for the purposes of GST
- not have any outstanding reports, acquittals or serious breaches relating to any Australian Government funding or funding from a state or territory Regional Program Administrator. A serious breach is one that has resulted in, or warrants, the termination of a grant agreement.

Unincorporated groups are eligible for funding if auspiced by an organisation that meets the above criteria. See Section 7.1 for details on applying through an auspicing body.

If you are under 18, you must be auspiced by a person over 18 with an active ABN.

Schools are only eligible to apply if they are located in a very remote area (MM 7) as defined using the Modified Monash Model available at [www.health.gov.au/health-workforce/health-workforce-classifications/modified-monash-model](http://www.health.gov.au/health-workforce/health-workforce-classifications/modified-monash-model).

If you are uncertain whether your organisation or grant activity is eligible please contact the Regional Program Administrator prior to submitting your application.

#### 4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an unincorporated organisation not auspiced by an organisation that meets the eligibility criteria
- a for profit company
- an organisation or individual based outside of regional or remote Australia (see below 5.2 Eligible Locations)
- an Australian Government or state government entity (except for schools in very remote areas (MM 7))
- a Regional Program Administrator<sup>4</sup> or a Regional Program Administrator employee directly involved in the delivery of the Regional Arts Fund
- for Quick Response Grants, an individual or organisation who has already received a Regional Arts Fund Quick Response Grant in the same financial year
- for Project Grants, an individual or organisation who has already received a Regional Arts Fund Project Grant in the same financial year
- for Project Grants, an individual or organisation who has already received multi-year funding for a Regional Arts Fund Project Grant taking place in the same financial year.

These eligibility criteria are subject to change, based on Australian Government policy. Should the eligibility criteria change the grant guidelines will be re-published.

<sup>3</sup> Applicants from the Australian external territories, such as Norfolk Island, are eligible to apply

<sup>4</sup> As per the Regional Program Administrator list on page 1 of these Guidelines  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines

## 5. What the grant money can be used for

### 5.1 Eligible grant activities

#### Project Grants

Project Grants will fund high-quality arts projects benefitting regional or remote artists, arts workers, audiences and communities.

The focus of the project could include any area of creative practice, multiple artforms or cross-disciplinary practice.

#### Quick Response Grants

Quick Response Grants will fund professional development opportunities for artists and arts workers or small activity opportunities. The program supports immediate need that arises where the activity is unable to be planned for or supported in other funding rounds, for example taking up professional development, skills development or small activity opportunities at short notice.

### 5.2 Eligible locations

Organisations or individuals based in metropolitan locations are not eligible. However metropolitan organisations or individuals can partner with a regional organisation/community. In these circumstances, the regional organisation/community should submit the application. Activities principally benefitting metropolitan locations are not eligible for funding.

To determine eligible locations the program uses the Modified Monash Model. Under the Modified Monash Model, Regional Arts Fund funding cannot principally benefit a location classified as MM 1 (major cities). To check if your project is taking place in an eligible location, visit the Health Workforce Locator at [www.health.gov.au/resources/apps-and-tools/health-workforce-locator](http://www.health.gov.au/resources/apps-and-tools/health-workforce-locator) and follow the directions below:

- Enter your address into the 'Address' box at the left-hand side of the page
- Tick the box beside 'Modified Monash Model', selecting the most recent year
- Press 'Search location'
- All locations with Codes from MM 2 to MM 7 are eligible under the Regional Arts Fund.

### 5.3 Eligible expenditure

Regional Arts Fund grant funds may be used toward the cost of producing the activity, including but not limited to:

- artist fees (artists should be appropriately paid)
- travel costs (including international)
- materials
- venue hire
- equipment hire
- insurance
- project administrative costs
- disability access costs

Purchase of assets up to \$5,000 will only be considered where it is demonstrated to be more cost effective than hire. You can only spend grant funds on eligible grant activities as defined in the grant details in your grant agreement.

## 5.4 What the grant money cannot be used for

The Regional Arts Fund will not fund the following activities:

- grant activity principally benefitting a major city or metropolitan location (MM 1)
- grant activity that will commence before funding is approved
- components of activities that are also funded by other programs administered by the Australian Government or other state and local government agencies
- activities which do not substantially align with and further the objectives of the Regional Arts Fund. See Section 2
- touring activities from major cities (MM 1), such as tours of performances and exhibitions
- curriculum based activities, including for primary, secondary or tertiary courses
- competitions, prizes or awards
- ongoing activities of collecting institutions

Expenditure items that are not eligible include:

- ongoing core administration costs of the applicant organisation
  - infrastructure costs including building or fitting out permanent structures

## 6. The assessment criteria

The Regional Arts Fund aligns strongly with the pillars of *Revive*. The Fund demonstrates the Australian Government's commitment to supporting strategic arts activities that reflect the breadth of Australian stories including First Nations stories, supporting artists as workers, encouraging partnerships to strengthen cultural infrastructures and networks, and engaging the audience.

### 6.1 Addressing the assessment criteria

Providing quality information in your application that is clear and concise within the available word limits is essential. Templates for budgets, work plans and addressing assessment criteria will be provided in the application form.

You will need to address all of the following five assessment criteria in your application. All assessment criteria are given equal weighting.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested. All applications for funding must include realistic budgets and represent value with money.<sup>5</sup>

#### Criterion 1 – Impact

**Encourage and support sustainable economic, social and cultural outcomes in regional communities.**

Where applicable, you should demonstrate this through identifying:

- long term outcomes
- demonstrated need for the activity in community
- creation of opportunities for future arts and cultural activity

<sup>5</sup> See glossary for an explanation of 'value with money'  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines

- sustainable economic benefits (eg tourism, employment of artists)
- sustainable social benefits (eg health, social cohesion, access, health and wellbeing)

## **Criterion 2 - Support and Partnerships**

**Develop partnerships and networks which leverage financial and/or in-kind support for regional arts activities and encourage ongoing collaboration.**

Where applicable, you should demonstrate this through identifying:

- community support and engagement
- financial and other partners
- level of co-contribution (cash and/or in-kind)
- development of networks, collaborations and partnerships

## **Criterion 3 - Reach**

**Develop audiences and broaden community engagement with the arts.**

Where applicable, you should demonstrate this through identifying:

- access to social and cultural development opportunities for diverse communities, practitioners, participants and/or audiences
- opportunities for community members or groups to participate in the arts
- development of audiences by attracting new attendees/participants
- development of audiences by extending their experience of the arts
- geographical spread of the activity

## **Criterion 4 – Opportunity**

**Increase employment and professional development opportunities for, and raise the profile of, regional and remote artists.**

Where applicable, you should demonstrate this through identifying:

- employment opportunities for regional artists or arts workers
- profile raising of regional artists or arts workers
- opportunity for an artist to access an exceptional or rare opportunity
- skills development

## **Criterion 5 – Quality & Viability**

**Support quality and viability of artistic and cultural activity.**

Where applicable, you should demonstrate this through identifying:

- experience/calibre of the applicant organisation/individual in the relevant field
- strength of outcomes relevant to scope of activity
- skills, expertise/calibre of the key personnel including participating artists
- benefits to activity participants
- benefits to audiences, the arts and cultural sector and the Australian community

- need for funding support
- quality and viability of activity plan, timeline and budget
- all personnel are appropriately paid and these details are outlined in the activity budget

## 7. How to apply

You must read these guidelines before you submit an application.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information will exclude your application from further consideration. Incomplete applications will be considered ineligible.

To apply for funding under the Project Grants or Quick Response Grants streams, you are required to apply to the Regional Program Administrator located in the state or territory where the applicant resides. For activities that benefit multiple states or territories or for applicants located in the Australian external territories, please contact Regional Arts Australia.

You must submit your grant application on the application form, which is available online through SmartyGrants at a link on the Regional Program Administrator's website. You will receive an email from SmartyGrants acknowledging receipt of your application once it has been submitted.

You must address all of the eligibility and five assessment criteria to be considered for a grant. Please complete each section of the application form and make sure you provide the requested information. The application form has been designed to assist you to demonstrate how your proposal meets the program's objectives and address the assessment criteria.

As part of the application, you will be required to complete a work plan and detailed budget.

You may be asked for clarification or additional information if an error is found or information is found to be missing. The Regional Program Administrator can refuse to accept any additional information from you that would change your submission after you have submitted your application.

### 7.1 Applications through auspice bodies

If you are an unincorporated organisation then you must arrange for a legal entity that meets the eligibility criteria in section 4 to auspice your application. All activities undertaken must have the support and approval of the auspice body.

You and your auspice body should be aware that the auspice body will need to enter into a legally binding grant agreement with the Regional Program Administrator.

The auspice body will be responsible for meeting the obligations set out in the agreement as well as managing, reporting on and acquitting the funding.

If you are applying as an individual and are under 18, you will be required to get an individual over 18, with an active ABN, to auspice your application. The individual auspicing your application should be aware that they will need to enter into a legally binding grant agreement with the Regional Program Administrator. The individual auspicing your application will be responsible for meeting the obligations set out in the agreement as well as managing, reporting on and acquitting the funding.

## 7.2 Attachments to the application

Any supporting documentation for Quick Response Grants and Project Grants must be uploaded to the online SmartyGrants application form. There are instructions in the application form to help you.

## 7.3 Timing of grant opportunity processes

### Quick Response Grants

Quick Response Grants are offered in competitive monthly rounds held each year from February to November. Applications are assessed at the end of each round, so that funding can be delivered efficiently to activities that are time sensitive. Activities must commence between 2 and 12 weeks from the closing date of the round you are applying in.

### Project Grants

Regional Program Administrators decide on the timing and number of funding rounds offered each year (minimum one Project Grant round per annum), following agreement from Regional Arts Australia in consultation with the Department. Further information on the timing of funding rounds is available on the Regional Program Administrator's website.

### Timing of applications for Quick Response Grants and Project Grants

Applications can only be submitted between the published opening and closing dates.

Please note that late applications for Quick Response Grants and Project Grants will only be accepted where there are exceptional circumstances. You cannot change your application after the grant opportunity has closed. If you are unsuccessful in a particular round, you will need to apply again in another round for your application to be considered.

## 7.4 Questions during the application process

If you have any questions during the application period, please contact the Regional Program Administrator in your state or territory<sup>6</sup>.

# 8. The grant selection process

## 8.1 Assessment of grant applications

Each application is assessed against the eligibility criteria listed in Section 4.

Eligible applications are then assessed on their merits against the assessment criteria (see Section 6) and against other applications, through an open competitive grant process. An application is assessed on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.

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

- the overall objective/s to be achieved in providing the grant
- the relative value of the grant sought

<sup>6</sup> Please refer to the contact table on p.1 for details of the Regional Program Administrator in your state or territory  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines



- the alignment of the geographic location of the application with the identified priorities
- the demonstration of the evidence in the application contributing to the outcomes/objectives of the grant opportunity
- how the grant activities will target groups or individuals.

## **8.2 Who will assess applications?**

Regional Program Administrators will assess the applications against the eligibility criteria. Assessors appointed by the Regional Program Administrators will then assess the eligible applications for Quick Response Grants and Project Grants against the assessment criteria and in the context of the program objectives. The assessors are expected to perform their duties in accordance with the Commonwealth Grant Rules and Guidelines.

## **8.3 Who will approve grants?**

The Regional Program Administrators appoint assessors to decide which grants to approve. Regional Arts Australia will publish on their website the national pool of assessors which is drawn from by the Regional Program Administrators. To protect the integrity of the assessment process, it will not be possible to request the names of individual assessors who assessed your application.

The assessors decide on all matters, including:

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

Regional Arts Australia and/or the Department can refer an application back to the assessment panel for further consideration if either considers it inconsistent with these guidelines.

# **9. Notification of application outcomes**

You will be advised in writing of the outcome of your application no later than 5 business days from the date the round closes for Quick Response Grants (end of each month from February to November) and generally within three months of the date the round closes for Project Grants.

If successful, you will also be advised of any specific terms and conditions attached to the grant and you will be invited to enter into a grant agreement. If you are unsuccessful, the Regional Program Administrator will notify you in writing and provide feedback on request.

# **10. Successful grant applications**

## **10.1 The grant agreement**

Successful applicants will be required to enter into a legally binding grant agreement with the Regional Program Administrator in your state/territory. A copy of the standard grant agreement can be found on the Regional Program Administrator's website.

Standard terms and conditions for the grant agreement will apply and cannot be changed.

A schedule may be used to outline the specific grant requirements. Any additional conditions attached to the grant will be negotiated with the successful applicant and outlined in the schedule to the grant agreement.

The Regional Program Administrator in your state/territory will negotiate agreements with

successful applicants as soon as possible after informing you of the success of your application. If there are unreasonable delays in finalising the grant agreement, the grant offer may be withdrawn and the grant may be awarded to a different applicant.

The grant activities should not commence until the grant agreement has been signed by you and the Regional Program Administrator and funding has been received by you.

### **10.2 How the grant will be paid**

The grant agreement will state the grant amount to be paid and the manner of payment. The amount is final. You will be required to meet additional costs, should they be incurred.

The grant agreement will include an agreed payment schedule. Payments will be made against this schedule following execution of the grant agreement by the Regional Program Administrator and on provision of a correctly rendered tax invoice.

### **10.3 Grant payments and GST**

Payments will be made as set out in the agreement. Payments will be GST inclusive, where applicable. Payments to state, territory and local government agencies do not attract GST.

Additional information regarding GST can be found on the Australian Taxation Office website at [www.ato.gov.au](http://www.ato.gov.au).

### **10.4 Grant agreement variations**

It is recognised that unexpected events may affect the progress of an activity. If you experience any delays or are unable to spend your funds in accordance with your grant agreement for any reason, you must notify the Regional Program Administrator as early as possible to request a variation.

You can request a grant agreement variation to:

- adjust activity milestones
- extend the timeframe for a reasonable period of time to allow completion of the activity
- make minor changes to grant activities (only for unforeseeable events)
- make changes to activity personnel
- change allocations across approved budget line items (if over 10% of the total grant – budget reallocations to approved budget lines under 10% of the total grant do not require formal approval).

If you wish to propose changes to the grant agreement, you must complete a Request for Variation form via SmartyGrants. Contact the Regional Program Administrator for further information.

You should not assume that a variation request will be successful. Your request will be considered based on factors such as:

- how it affects the activity outcome
- whether it is consistent with the Regional Arts Fund objectives and any relevant Australian Government policies.

## **11. Announcement of grants**

If your application for a Quick Response Grant or Project Grant is successful, your grant will be listed on the Regional Program Administrator's website and may be listed on Regional Arts

Australia's website and in media materials announcing the grants.

The Australian Government Minister responsible for the arts has the option to announce Project Grants.

## 12. How your grant activity is monitored

### 12.1 Your responsibilities

You are responsible for meeting the terms and conditions of the grant agreement and managing the activity efficiently and effectively. You are also required to comply with record keeping, reporting and acquittal requirements as set out in the grant agreement.

### 12.2 Responsibilities of the Regional Program Administrator

The Regional Program Administrator will:

- meet its responsibilities in relation to the terms and conditions set out in your grant agreement
- provide timely administration of the grant
- evaluate the grantee's performance.

The progress of your grant activity will be monitored by assessing the acquittal reports you submit. Occasionally the Regional Program Administrator may need to re-examine claims or seek further information.

### 12.3 Reporting

You are required to submit your reports through SmartyGrants.

### 12.4 Progress Reports

Progress reports will be applicable to any multi-year funding. Your progress report must be submitted by the due date set out in your grant agreement. The progress report is expected to:

- include evidence of progress towards completion of agreed activities
- show the total eligible expenditure against the budget incurred to date.

Grant payments will only be made when satisfactory progress reports are received.

### 12.5 Final Reports

Your final report (acquittal report) must be submitted within 40 business days of completion of the grant activity, unless otherwise stated in your grant agreement. You are expected to report on your grant activity's achievements against agreed objectives including:

- progress against agreed key deliverables
- outcomes of the activity
- outcomes of partnerships and collaborations
- expenditure of grant funding against agreed budget
- evidence of acknowledgement of funding
- at least two high quality photos and/or some video of the activity.

## 12.6 Evaluation

The Department, Regional Arts Australia and the Regional Program Administrator in your state/territory will evaluate the Regional Arts Fund program from time to time to measure how well the outcomes and objectives are being achieved. The evaluation will identify and document the impact of activities and may also include a survey of organisations/individuals which have received funding.

## 12.7 Acknowledgement

You will be required to identify and maximise opportunities to promote the Australian Government contribution to the activity, including through print media, social media and other forms of electronic media.

The Regional Arts Fund logo, Regional Arts Australia logo and relevant Regional Program Administrator logo must be used on published materials related to grant activities under the grant opportunity.

## 13. Funding for the Australian Capital Territory

A small amount of funding is available to the ACT Government (artsACT) to run a modified version of the Regional Arts Fund in the ACT. ArtsACT will submit a proposal outlining the operation of the Regional Arts Fund in the ACT to Regional Arts Australia for approval. Regional Arts Australia will consult with the Department when considering the proposal.

## 14. Probity

The Regional Program Administrator in your state/territory 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 Commonwealth Grant Rules and Guidelines.

**Note:** These guidelines may be changed from time-to-time. When this happens, the revised guidelines will be published on GrantConnect.

### 14.1 National Principles for Child Safe Organisations

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the [National Principles for Child Safe Organisations](#). The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the [Commonwealth Child Safe Framework \(CCSF\)](#).

The Australian Government is considering appropriate ways to apply the requirements of the CCSF to grant recipients. A child safety clause is likely to be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children; or
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity.

A child safety clause may also be included in the grant agreement if the Commonwealth considers the grant activity involves children more broadly.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement published with this grant opportunity or notified to the successful applicant

prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement you must always comply with your state and territory legislative requirements for working with children and mandatory reporting.

The grant agreement will also include a provision regarding complying with applicable state, territory and Commonwealth laws before any personnel commence an activity that involves vulnerable people.

#### **14.2 Protocols for working with Indigenous artists**

Applicants funded under the Regional Arts Fund who are working with Indigenous Australian artists, need to comply with the Australia Council's Protocols for Using First Nations Cultural and Intellectual Property in the Arts: <https://australiacouncil.gov.au/investment-and-development/protocols-and-resources/protocols-for-using-first-nations-cultural-and-intellectual-property-in-the-arts/> .

#### **14.3 Enquiries and feedback**

Complaints regarding the grant process can be made in writing to the Regional Program Administrator in your state/territory or Regional Arts Australia.

The Department also has a complaints procedure. If you have a complaint, please follow the steps outlined at this link: [www.infrastructure.gov.au/about-us/corporate-reporting/client-service-charter](http://www.infrastructure.gov.au/about-us/corporate-reporting/client-service-charter)

It is expected that all communications between applicants, potential applicants, Regional Program Administrators, Regional Arts Australia and the Department are professional. Where this is not the case from any party, this may result in the termination of communications.

#### **14.4 Conflicts of interest**

Any conflicts of interest could affect the performance of the grant. There may be a conflict of interest, or perceived conflict of interest, if Regional Program Administrator staff involved in the Regional Arts Fund, external assessors, Regional Arts Australia staff, Department staff, any 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 one of the Regional Program Administrator's staff or an assessment panel member involved in the Regional Arts Fund;
- has a relationship with, or interest in, an organisation or individual 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 or individual from which they will receive personal gain because the organisation or individual receives a grant under the grant program.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If there is the possibility of a perceived conflict of interest, applicants should include a statement addressing this and demonstrate why a conflict of interest would not result from the funding of an activity, or how the conflict will be managed.

If you later identify an actual, apparent or potential conflict of interest, or one that may arise in relation to your grant application, you must immediately inform the Program Officer in writing.

If the Regional Program Administrator establishes that a conflict of interest exists, it may decide

not to consider the application. Assessors and other officials, including the decision maker must also declare any conflicts of interest.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (Subsection 13(7)) of the *Public Service Act 1999*.)

## 14.5 Privacy

Your personal information is treated according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information the Regional Program Administrator, Regional Arts Australia or Department collects
- why the Regional Program Administrator, Regional Arts Australia or Department collects your personal information
- who the Regional Program Administrator, Regional Arts Australia or Department gives your personal information to

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

## 14.6 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).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the three conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential
2. the information is commercially sensitive

3. revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- Regional Arts Australia and the Department of Infrastructure, Transport, Regional Development, Communications and the Arts
- Commonwealth employees and contractors to help us manage the program effectively
- employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
- other Commonwealth, State, Territory or local government agencies in program reports and consultations
- the Auditor-General, Ombudsman or Privacy Commissioner
- the responsible Minister or Parliamentary Secretary, and
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

#### **14.7 Freedom of information**

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (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.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail:                   Freedom of Information Coordinator  
                                  Department of Infrastructure, Transport, Regional Development,  
                                  Communications and the Arts  
                                  GPO Box 594  
                                  CANBERRA ACT 2601

By email: [foi@infrastructure.gov.au](mailto:foi@infrastructure.gov.au)

## 15. 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
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings
Commonwealth entity	a Department of State, a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act
Commonwealth Grants Rules and Guidelines (CGRGs)	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.
decision maker	the person who makes a decision to award a grant
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
grant	for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ul style="list-style-type: none"> <li>a) under which relevant money<sup>7</sup> or other Consolidated Revenue Fund (CRF) money<sup>8</sup> is to be paid to a grantee other than the Commonwealth; and</li> <li>b) which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives</li> </ul>
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant

<sup>7</sup> Relevant money is defined in the PGPA Act. See section 8, Dictionary.

<sup>8</sup> Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money  
Regional Arts Fund – Project Grants and Quick Response Grants Guidelines



Term	Definition
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
grantee	the individual/organisation which has been selected to receive a grant
Regional Arts Australia	the national peak regional arts organisation which delivers the Regional Arts Fund on behalf of the Australian Government
Regional Program Administrator	organisations based in each state and territory which work with Regional Arts Australia to deliver the Regional Arts Fund. A list of Regional Program Administrators is on the first page of this document. The Department reserves the right to change the list of Regional Program Administrators should the need arise
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria
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"> <li>• the quality of the proposal and the activities;</li> <li>• fitness for purpose of the proposal in contributing to government objectives;</li> <li>• that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and</li> <li>• the potential grantee's relevant experience and performance history.</li> </ul>



## **Future Drought Fund (Drought Resilience Funding Plan 2024-2028) Determination 2024**

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I, Murray Watt, Minister for Agriculture, Fisheries and Forestry, make the following determination.

Dated 7 February 2024

Murray Watt  
Murray Watt  
Minister for Agriculture, Fisheries and Forestry

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## 1 Name

This instrument is the *Future Drought Fund (Drought Resilience Funding Plan 2024-2028) Determination 2024*.

## 2 Commencement

This instrument commences on the day after it is registered.

Note: Subsection 31(4) of the *Future Drought Fund Act 2019* provides that the Drought Resilience Funding Plan comes into force at the start of the day after the Plan is registered under the *Legislation Act 2003*. The Plan is repealed at the end of the 4-year period that began when the Plan came into force, unless it is repealed earlier.

## 3 Authority

This instrument is made under subsection 31(1) of the *Future Drought Fund Act 2019*.

## 4 Definitions

Note: A number of expressions used in this instrument are defined in section 5 of the Act, including the following:

- (a) Drought Resilience Funding Plan;
- (b) Future Drought Fund.

In this instrument:

*Act* means the *Future Drought Fund Act 2019*.

## 5 Details of the Drought Resilience Funding Plan

Schedule 1 sets out the details of the Drought Resilience Funding Plan.

## 6 Replacement of existing Drought Resilience Funding Plan

This instrument replaces the *Future Drought Fund (Drought Resilience Funding Plan 2020 to 2024) Determination 2020*.

Note: The *Future Drought Fund (Drought Resilience Funding Plan 2020 to 2024) Determination 2020* is repealed when this instrument commences because this instrument is expressed to replace an existing Drought Resilience Funding Plan: see subsection 31(5) of the Act.

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## Schedule 1—Details of the Drought Resilience Funding Plan

Note: See section 5.

### 1 Preliminary

- (1) Climate change disproportionately impacts the agriculture sector, landscape and communities. There is already a noticeable increase in the frequency and severity of droughts and the compounding impacts of consecutive natural disasters. Farmers, agricultural landscapes, and communities must continue to reorganise, adapt, and potentially transform in response to these impacts now and into the future, to enable a thriving, sustainable sector. It is acknowledged that drought is one of a number of risks, which calls for active preparation and adaptation.
- (2) Australia's First Nations people and communities have been managing land and sea Country for over 65,000 years, including the preparation for and management of drought. First Nations people are the Traditional Owners of Country throughout Australia and have continuing connection to land, sea and community. First Nations people's experiences of, and responses to, drought conditions can be different from those of the broader Australian community. The Australian Government recognises the benefit of working closely with First Nations people to address the challenges of drought and our changing climate.
- (3) The Future Drought Fund is a \$5 billion investment, established under the Act. To achieve the objective of building drought resilience, \$100 million in returns is made available each year.
- (4) The Future Drought Fund builds drought resilience alongside, and in partnership with farmers and a range of stakeholder groups including government, industry representatives, farming systems groups, First Nations people, Natural Resource Management organisations, professional advisers, universities and other research organisations, the private and not-for profit sectors and rural, regional and remote communities. The Future Drought Fund has been established and will be delivered in accordance with the agreed role of the Commonwealth under the National Drought Agreement and is aligned with the forthcoming Australian Government Drought Plan.
- (5) Every four years, the Drought Resilience Funding Plan is reviewed, and replaced with another plan as required by the Act. This regular process of review, informed by robust consultation, ensures the Plan continues to reflect the needs and lived experience of farmers and their communities in building drought and climate resilience over time.

### 2 Purpose

- (1) This Plan ensures a coherent and consistent approach for making arrangements with, or grants to, a person or body under section 21 of the Act and entering into agreements under section 22 of the Act setting out the terms and conditions of such grants.

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- (2) This Plan provides a high-level, principles-based framework to guide relevant spending under the Future Drought Fund. It does not specify programs or activities to be delivered or delivery partners.
  - (3) The Future Drought Fund Investment Strategy 2024 to 2028 is a supporting policy document that will provide detailed information about the delivery of programs and activities from 2024 to 2028, consistent with the vision, aim and strategic objectives in this Plan. It identifies the priorities for the Future Drought Fund across the 4-year funding period and will facilitate better planning, sequencing, and coordination of programs. It will also demonstrate links to the broader landscape of drought and climate resilience initiatives.
  - (4) The object of the Act is to enhance the public good by building drought resilience. Consistent with this, the benefits generated from the funding under the Future Drought Fund should be able to be accessed and or shared by many (i.e. provide public benefits), rather than be captured solely by individual businesses or industries for private commercial gain (i.e. private benefits). The benefits achievable from the funding should also outweigh the costs. Public good may be established where there are significant spill over benefits for society and the economy, well beyond those derived by private beneficiaries. Wherever activities could deliver both public and private benefits, relevant decisions should seek to leverage private or industry co-contributions (financial or in kind) to offset private gains, where appropriate, and maximise outcomes.
  - (5) A key aspect of drought resilience is the ability to adapt, reorganise or transform in response to changing temperature, increasing variability and scarcity of rainfall and or changed seasonality of rainfall, for improved economic, environmental and social resilience.  
  
Note: This recognises that more frequent and severe droughts are one of the many impacts of climate change. This Plan supports broader climate resilience outcomes, where they are consistent with the funding principles outlined in this Plan.
  - (6) The Act is an enduring commitment to support drought resilience in the short, medium, and long-term. The following vision, aim and strategic objectives are intended to facilitate funding decisions which produce enduring outcomes, including beyond the 4-year funding plan period.

### 3 Vision

An innovative and profitable agriculture sector, a sustainable natural environment, and adaptable rural, regional, and remote communities– all with increased resilience to the impacts of drought and climate change.

### 4 Aim

To build drought resilience, including climate resilience for the public good of the Australian agriculture sector, landscapes, and communities.



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## 5 Strategic objectives

- (1) There are three inter-connected strategic objectives to achieve the vision and aim of the Plan. The strategic objectives are to build economic, environmental, and social resilience. The purpose and intention of these objectives is to ensure grants and arrangements made under section 21 and 22 of the Act are done using a holistic, systems approach, which reflect the diversity of opportunities and challenges facing farmers, businesses, landscapes and communities.
- (2) The objectives are:
  - (a) to build economic resilience – growing the productivity and self-reliance of the agricultural sector; and
  - (b) to build environmental resilience – improving the function of agricultural landscapes through effective management of the natural resource base; and
  - (c) to build social resilience – strengthening the social capital, wellbeing, and connectedness of rural, regional and remote agricultural communities.
- (3) The three strategic objectives do not imply or require an equal funding allocation across the three areas. Instead, activities under the fund will, where possible, work together to simultaneously build the three elements.

## 6 Funding principles

- (1) There are two categories of funding principles.

### *Fund wide principles*

- (2) Fund wide principles guide decision-making about the mix of programs to provide the greatest benefit for the community. The following principles relate to the proposed design of programs of arrangements or grants to be made under sections 21 and 22 of the Act. As a whole, programs of arrangements and grants should:
  - (a) support a range of activities across Australia at different scales, including farm, community, regional and national levels and consider the unique place-based circumstances and needs of each; and
  - (b) prioritise activities which achieve multiple outcomes across the three strategic objectives to build drought and climate resilience; and
  - (c) consider the opportunities for incremental, transitional and transformational change needed to strengthen drought resilience and foster innovation, and to promote transformational change where appropriate; and
  - (d) support activities that are designed to deliver enduring outcomes, including through longer term programs; and
  - (e) support activities that ensure robust governance practises and monitoring, evaluation and learning; and
  - (f) improve engagement and foster partnerships with First Nations people and communities; and
  - (g) collaborate and partner with diverse stakeholders to design and deliver programs, through a user-based lens and leverage opportunities to enact community-led, co-design, and / or end-user approaches; and

- 
- (h) ensure eligibility for programs is streamlined and, where possible, minimises compliance costs on farmers, businesses and community organisations; and
  - (i) use transparent, structured and, where appropriate, contestable processes to identify the best value and evidence-based proposals, considering qualitative and quantitative evidence; and
  - (j) require co-investment to maximise program outcomes, where appropriate; and
  - (k) ensure there are no unnecessary ongoing operational or maintenance dependencies.

*Principles relating to decisions about arrangements and grants*

- (3) The following principles apply to making a decision about arrangements and grants to a person or body under sections 21 and 22 of the Act (and any relevant further arrangements and grants made by that person or body). Arrangements and grants are to:
  - (a) be consistent with the vision, aim and strategic objectives (to build economic, environmental and social resilience) outlined in this Plan; and
  - (b) ensure activities deliver a public good; and
  - (c) not provide in-drought assistance to directly address hardship; and
  - (d) actively encourage participation of a diverse range of people, businesses and landscapes involved in the agricultural sector and rural, regional and remote communities, including First Nations people; and
  - (e) foster collaboration to improve integration, coordination, communication, planning and implementation of drought resilience activities, and avoid unnecessary duplication; and
  - (f) be designed to deliver efficient and effective outcomes for stakeholders; and
  - (g) ensure data and knowledge obtained from activities under the fund is shared and freely made available in the public domain; and
  - (h) ensure planned monitoring, evaluation, and learning activities are efficient, robust and in alignment with fund level monitoring, evaluation and learning expectations.
- (4) The principles in subclause (3) may be considered by the Regional Investment Corporation Board when providing advice to the Drought Minister under section 28 of the Act.

**12.2 COUNCIL APPOINTEES FOR 2024 ANZAC DAY CEREMONIES**

**File Number:** 06-03-2024  
**Author:** Manager Community & Lifestyle  
**Authoriser:** Chief Executive Officer

**PRECIS**

The appointment of Council representatives for regional Anzac Day ceremonies for 2024 and distribution of funds to RSL clubs.

**SUMMARY**

Historically, Council is represented at the Anzac Day ceremonies across the South Burnett region. Council is seeking confirmation of attendance by Council representatives at regional ceremonies for 2024. Council also provides funds to RSL clubs to assist with catering on the day.

**OFFICER’S RECOMMENDATION**

1. That the Council representatives will be advised after the Local Government Elections on 16 March 2024 of their attendance at the respective Anzac Day ceremonies as required on behalf of Council.

Town	Location	Time	Council Representative	Responsibility
<b>Blackbutt</b> Dawn Service	Memorial at Hart & Coulson Streets	4.27am	Division 2	Attendance Lay wreath
Memorial Service	Cenotaph	11.00am	Division 2	Attendance Lay wreath/Book
<b>Bunya Mountains</b> Memorial Service	Lone Pine Office, National Park Campground, Dandabah	8.00am	Division 2	Attendance Lay wreath
<b>Cherbourg</b> Commemorative Service	Cenotaph	8.00am	Division 5	Attendance Lay wreath
<b>Hivesville</b> Dawn Service	Main Street	5.30am	Division 5	Attendance Participate in Ceremony Lay wreath
<b>Kingaroy</b> Dawn Service	Memorial Park	4.28am	Division 3 Division 4	Attendance
War Graves	Taabinga Cemetery	8.00am	Division 3	Attendance
Commemorative Service	Memorial Park	11.00am	Mayor Division 3	Participate in march. Participate in ceremony Lay wreath

<b>Town</b>	<b>Location</b>	<b>Time</b>	<b>Council Representative</b>	<b>Responsibility</b>
<b>Kumbia</b> Commemorative Service	Flower bed next to Kumbia Hall	8.45am	Division 6	Participate in march Lay wreath
<b>Maidenwell</b> Memorial Service	Main Street Monument	10.30am	Division 2	Attendance Lay wreath
<b>Murgon</b> Fellowship	Services Club	4.45am	Mayor	Attendance
Dawn Service	Gore Street Opposite Services Club	5.30am	Mayor	Attendance Lay wreath
Commemorative Service	Services Club	10.00am	Division 5	Participate in march Participate in Ceremony Lay wreath
<b>Nanango</b> Dawn Service	Memorial in front of Chambers	5.30am	Division 1	Lay wreath
Public Pilgrimage	Nanango Cemetery	7.00am	Division 1	Attendance
Memorial Service	Memorial in front of Chambers	9.00am	Mayor Division 1	Lay wreath/Book
<b>Proston</b> Dawn Service		5.30am	ELT Member	Attendance Lay Wreath
School Service	Proston State School		Division 5	Attendance Lay wreath
<b>Wondai</b> Dawn Service	In front of Council Chambers	5.00am	Division 6	Attendance
Memorial Service	Cemetery	8.00am	Division 6	Attendance
Commemorative Service	Wondai Town Hall	10.00am	Division 4	Attendance Participate in Ceremony Lay wreath
<b>Wooroolin</b> Commemorative Service	Wooroolin Hall	11.00am	Division 6	Organisation of service Lay wreath

- That Council approve a budget increase to each region to be \$1500 each for Kingaroy, Murgon, Nanango and \$600 each for Blackbutt and Wondai.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council currently has an Anzac Day 2023-24 budget allocation.

**LINK TO CORPORATE/OPERATIONAL PLAN**

EC1 - An informed and engaged community

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Anzac Day preparations have commenced, internally with identified officers and externally with partnership organisations. Communication and consultation will be ongoing with key stakeholders through to the end of April 2024.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

Council and event holders are to follow necessary Queensland government directives.

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

Council and event holders are to follow necessary Queensland government directives.

**ASSET MANAGEMENT IMPLICATIONS**

Council is working with various departments to progress Anzac Day activities in the region. Traffic Management Plans are being progressed.

**REPORT**

With Anzac Day ceremony preparations in hand, Council representation are required to be appointed to various ceremonies across the region. The current table of Councillor locations on the day and involvement has been prepared from previous years. Councillors will be informed of their respective attendance, involvement on the day and calendar notices sent out once they have been appointed to their respective Divisions.

Historically, South Burnett Regional Council has donated to local RSL Sub-Branches to assist with Anzac Day activities. The Kingaroy RSL Sub-Branch have requested an increase in the support to assist with rising costs. Below is a breakdown of donations given to each Sub-Branch in 2021, 2022 and 2023, including in-kind, and there has been no increase since 2022. The Budget allocation is \$5,000.00, excluding in-kind.

Council also provides significant in-kind support to assist in running the events. Shown below is the level of donation and support given in previous years to all Sub-Branches.

<b>RSL Sub-Branch</b>	<b>2021</b>		<b>2022</b>		<b>2023</b>	
	<b>Donation</b>	<b>In Kind</b>	<b>Donation</b>	<b>In Kind</b>	<b>Donation</b>	<b>In Kind</b>
Blackbutt	400	2,686.23	500	2,770.95	500	4,628.74
Kingaroy	1,000	7,421.15	1,300	9,744.44	1,300	13,894.49
Murgon	1,000	3,216.70	1,300	6,005.30	1,300	6,376.73
Nanango	1,000	9,141.32	1,300	6,566.76	1,300	12,953.12
Wondai	400	1,571.39	500	2,247.96	500	4,255.76
Wooroolin		937.88		1,261.94		2,291.46
Hivesville				272.73		262.42
Kumbia				740.98		3,606.80
Regional		2,208.74		0		4,976.74
<b>TOTAL</b>	<b>3,800</b>	<b>\$27,183</b>	<b>4,900</b>	<b>29,611.06</b>	<b>4,900</b>	<b>53,246.26</b>

*# In-Kind assistance with administration, correspondence, mailing, printing, P&G assistance, traffic management and traffic control (Please note, in-kind assistance with administration, correspondence, mailing and printing has not been captured)*

The increase to the budget will be an additional \$700 for the 2023 -2024 financial year to a value of \$5,700. The increase to each region will be \$1500 for Kingaroy, Murgon, Nanango and \$600.00 for Blackbutt and Wondai.

An issue has arisen over the past year with one community group not wishing to sign the police permit.

The Police Permits are required to be filled out by the event coordinator. Council staff are often not in attendance at the Event and therefore the Police permit needs to be held by the person holding the event. Dot point 9 of the Police permit says, *“A copy of this permit (and all associated permits) shall be held by the Applicant or nominated person during the event and shall be produced to police if required”*.

All other subbranches are completing their own police permits and take responsibility for their organised event. Last year a meeting was offered to be hosted by council with relevant police and RSL representatives. This offer will be extended again to meet with the group to find a path forward. The issue that council will have on an ongoing basis is that it may not be possible to have a staff member attend the event who is the signatory on the permit and complies therefore with the permit. Community support and assistance in this area is greatly appreciated and required.

## **ATTACHMENTS**

**Nil**

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

Nil

**14 PORTFOLIO - DISASTER MANAGEMENT, WASTE AND RECYCLING MANAGEMENT**

Nil

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

### **15.1 APPLICATION FOR FUNDING UNDER THE COMMUNITY HERITAGE OF THE COMMUNITY SUSTAINABILITY ACTION GRANTS PROGRAM - ROUND 8**

**File Number:** 06/03/2024

**Author:** Acting General Manager Liveability

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Application for funding under the Round 8 – Community Heritage of the Community Sustainability Action Grants Program.

#### **SUMMARY**

That Council apply for a grant under the Round 8 – Community Heritage of the Community Sustainability Action Grants Program – capital expenditure project category for repairs to Boondooma Homestead roof.

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#### **OFFICER'S RECOMMENDATION**

That South Burnett Regional Council apply for a grant under the Round 8 – Community Heritage of the Community Sustainability Action Grants Program – capital expenditure project category for repairs to Boondooma Homestead roof.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Boondooma Homestead requires significant restoration work to ensure its ongoing viability as a heritage listed tourist attraction. The roof requires replacement as it is in poor condition reflective of its age and leaks which will potentially damage the interior fabric.

Grant funding will reduce Councils' financial exposure to these works.

In the 2023/24 Capital Works Program an allocation of \$50,000 has been made for Boondooma Homestead restoration works. Council could apply for a \$50,000 grant, providing a total of \$100,000. A quote has been obtained from a suitably qualified heritage builder to replace the roof at a cost of approximately \$175,000.00 (adjusted for cost escalation). The \$50,000 in the 23/24 budget could be restricted for the purpose of supporting this grant application in 24/25.

Council would need to consider contributing a further \$75,000 if the project is successful in 24/25.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

GR5 Continue to provide and investigate options to improve our arts, heritage, museums, visitor information centre and tourism infrastructure.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Informal discussions involving the Boondooma Museum & Heritage Association members have occurred on several occasions. These discussions have highlighted the location and extent of the leaks and the potential for damage and deterioration to the building fabric.

An approach has been made to the committee to consider a co-contribution, but a response cannot be provided until after the next committee meeting in March 2024.



**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

Works of this nature on a Queensland Heritage Listed Premise require application for an “Exemption Certificate” from the Queensland Department of Environment and Science. On review of the application, it may be determined that a Development Application is required.

The *Building Act 1975* requires that works of the proposed extent are carried out under a building approval issued by a licenced Building Certifier.

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

No direct link

**ASSET MANAGEMENT IMPLICATIONS**

Boondooma Homestead is approximately 170 years old and is within a Heritage Envelope which imposes conditions and restrictions on works within that envelope.

The building requires significant maintenance and restoration works and this has been identified in both the Conservation management plan dated June 2022 and the Heritage impact Statement dated April 2021. The Heritage Impact Statement (H.I.S.) is attached for reference.

Paragraph 8.1 of the H.I.S. states (in part):

*8.1 Repair and restoration works.*

*The proposed conservation, repair, and restoration works are critical to the conservation of the homestead building. The roof is dilapidated, and the replacement of the roof sheet has become an urgent matter to prevent further damage to significant fabric.*

**REPORT**

The Community Sustainability Action Grants – Round 8: Community Heritage will provide up to \$50000.00 to eligible applicants. A co-contribution of at least 25% of the project cost is required.

The 23/24 FY budget includes \$50000.00 for restoration works at Boondooma Homestead which may serve as the co-contribution to provide available funding of \$100000.00.

An additional \$75000.00 funding will be required to undertake the works noting that no allowance has been included for structural repairs to the roof frame as this cannot be assessed until the existing roof is removed

The proposed project is eligible to be considered as a priority project as it satisfies the following criteria:

- It is for re-roofing.
- It can be demonstrated that the project is for urgent conservation works on a heritage listed place.
- The heritage listed place is accessible to the community and visiting tourists.
- The project will engage and support specialist contractors.

The aim of this project is to provide funding assistance to support council’s allowing delivery of priority infrastructure and essential services that meet the identified needs of their communities. The objective of this grant program is to support eligible recipients using best practice to conserve places entered on the Queensland Government’s Heritage Register that are, or will be, accessible to the public and which:

- promote the heritage conservation values of the heritage-listed place; and
- demonstrate engagement with the local community or tourists visiting the area. Projects funded will be those that:

- facilitate or improve community access to the heritage-listed place, including through the use of digital technologies that provide immersive experiences; and
- demonstrate how the heritage-listed place will engage with the local community and/or tourists

Grants for conservation and interpretive works must have a co-contribution of at least 25% of the total project cost. Co-contributions can be either financial or in-kind.

Applications close 5pm on Monday 25 March 2024.

#### **ATTACHMENTS**

- 1. Boondooma Homestead Restoration Services - Heritage Impact Statement**
- 2. Boondooma Homestead Prioritised Maintenance**



# Boondooma Homestead Restoration Services Heritage Impact Statement

Prepared for South Burnett Regional Council

April 2021 FINAL

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Document information

Extent Heritage project no.:	#0720110
Client:	South Burnett Regional Council
Project:	Boondooma Homestead Restoration Services
Site location:	8262 Mundubbera-Durong Rd, Boondooma QLD 4613
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Document control

Version	Internal reviewer	Date	Review type
DRAFT	J Heidrich	31 Mar 2021	Technical
DRAFT	J Pearce	14 Apr 2021	Technical QA Review
DRAFT	W Cox	16 Apr 2021	Copyedit
FINAL	J Peace	28 April 2021	QA Review

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