



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Ordinary Council Meeting Wednesday, 19 June 2024

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

Date: Wednesday, 19 June 2024

Time: 9.00am

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

**Mark Pitt PSM
Chief Executive Officer**

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

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

6 DEPUTATIONS/PETITIONS

6.1 DEPUTATION - BALLOGIE COMMUNITY

File Number: 19-06-2024

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Deputation by Ballogie Community

SUMMARY

Deputation by Ballogie Community

BACKGROUND

Nil

ATTACHMENTS

Nil

6.2 DEPUTATION - KATHRYN HAYES / RAY WISE

File Number: 19-06-2024

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Deputation by Kathryn Hayes and Ray Wise

SUMMARY

Deputation by Kathryn Hayes and Ray Wise regarding all night music festivals being held at Stonelands

BACKGROUND

Nil

ATTACHMENTS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 4 JUNE 2024

File Number: 19 June 2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Special Council Meeting held on 4 June 2024 be received and the recommendations therein be adopted

ATTACHMENTS

- 1. Minutes of the Special Council Meeting held on 4 June 2024**



MINUTES

**Special Council Meeting
Tuesday, 4 June 2024**

Order Of Business

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6 Liveability 3

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON TUESDAY, 4 JUNE 2024 AT 8.05AM**

PRESENT: Mayor Kathy Duff, Cr Jane Erkens, Cr Linda Little, Cr Danita Potter, Cr Deb Dennien, Cr Heath Sander, Cr Ros Heit

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 ATTENDANCE

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Leanne Petersen (Acting General Manager Liveability), Mal Nearmy (Coordinator Waste Management), Leo Jensen (Manager Planning & Environment), Kerri Anderson (Manager Finance & Sustainability), Lynelle Paterson (Coordinator Executive Services), Helen Floyd (Executive Assistant)

3 LEAVE OF ABSENCE / APOLOGIES

Nil

4 PRAYERS

Mayor Duff led the chamber in a minutes silence for Rosie Schmidt.

Mayor Duff led the chamber with the The Lord's Prayer.

5 DECLARATION OF INTEREST

Nil

6 LIVEABILITY

Attendance:

At 8.10am Kerrie Anderson entered the meeting.

6.0 QUESTION ON NOTICE - WASTE TRUCKS ON BORCHARTS HILL ROAD

Question on Notice from Mayor Duff -

How many more trucks are going to be going through Borcharts Hill Road in the next two or three months? Further information to be provided to the June Ordinary Council meeting.

6.1 WEIGHBRIDGE PROCUREMENT

RESOLUTION 2024/346

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Procure one eleven metre heavy-duty single deck weighbridge from Newcastle Weighing Systems ensuring councils obligations under the *Waste Reduction and Recycling Act 2011* have been met for the installation of the weighbridge at the Murgon Waste Facility by the required date by the application of exception *s235 (a) of the Local Government Regulation 2012* whereby council resolves it is satisfied that there is only 1 (one) supplier who is reasonably available.

2. Allocates a total of \$210,000 in the 23/24 Capital Works Program for Waste Management

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

7 CLOSURE OF MEETING

The Meeting closed at 8.35am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the South Burnett Regional Council held on 19 June 2024.

.....
CHAIRPERSON

7.2 MINUTES OF THE COUNCIL MEETING HELD ON 15 MAY 2024

File Number: 19 Jun 2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Council Meeting held on 15 May 2024 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 15 May 2024**



MINUTES

**Ordinary Council Meeting
Wednesday, 15 May 2024**

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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, 15 MAY 2024 AT 9.00AM**

PRESENT: Councillors:

Mayor Kathy Duff, Cr Jane Erkens, Cr Linda Little, Cr Danita Potter, Cr Deb Dennien, Cr Heath Sander, Cr Ros Heit

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure, Leanne Petersen (Acting General Manager Liveability), Debra Moore (Manager Community & Lifestyle), Kerri Anderson (Manager Finance & Sustainability), Danielle Mengel (Regional Librarian), Lynelle Paterson (Executive Assistant), Helen Floyd (Executive Assistant)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of the Kingaroy District Ministers Association, Paster Leathan Fitzpatrick offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

Cr Little advised that in relation to **13.3 - Renewal of Lease - The Lions Club of Blackbutt Benarkin Inc.** she was a member of the Lions Club of Blackbutt Benarkin Inc, however was not on the executive committee and it was noted by the meeting that she did not have a declarable conflict of interest.

6 DEPUTATIONS/PETITIONS

6.1 PRESENTATION OF JANET SKINNER BOOKS TO LIBRARY

Janet Skinner was born in England where she had her own label for theatrical costumes and when she moved to Australia Janet certainly threw herself into the Arts scene which included organise the largest paint by numbers which ended up being a Guinness world record at the time, which was over 25 years ago. I certainly feel like she had a passion for Railways as a lot of her work involved painting and researching Railways for herself and for different books she helped with over her years. Janet had MS but kept on painting, even on her bad days she was getting ideas of what

to paint next. Janet Skinner was an incredible artist who loved using colour and we were very lucky to have her live and work in our area. She loved the South Burnett and made Blackbutt her home.

Her partner Jim Duff along with her daughters Natalie and Nicola are very happy to be able to donate some of Janet’s books for our libraries throughout the South Burnett and hope they give people some delight because Janet would have loved that. I would like to take this opportunity to also thank Mayor Kathy Duff for donating some of the books to help make this happen.

Attendance:

At 9.12am Regional Librarian Danielle Mengel left the meeting.

6.2 DEPUTATION BY NBN LOCAL REGIONAL DEVELOPMENT AND ENGAGEMENT MANAGER SCOTT ROWE

Scott Rowe, NBN Local Regional Development and Engagement Manager provided an update on the NBN network

6.3 COUNCILLOR DIVISIONAL UPDATES

All Councillors provided a divisional update.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 APRIL 2024

RESOLUTION 2024/314

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

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

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

8 NOTICES OF MOTION

Nil

9 BUSINESS OUTSTANDING

9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2024/315

Moved: Cr Deb Dennien

Seconded: Cr Linda Little

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

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

10 EXECUTIVE SERVICES

10.1 LOCAL LAW (REPEALING) LOCAL LAW (NO. 1) 2023 SUBORDINATE LOCAL LAW (REPEALING) SUBORDINATE LOCAL LAW (NO. 1) 2023

RESOLUTION 2024/316

Moved: Cr Deb Dennien

Seconded: Cr Jane Erkens

That South Burnett Regional Council resolves to proceed with the making of, and make:

1. Local Law (Repealing) Local Law (No. 1) 2023 as advertised, but amended, by the omission of each reference to 2023, and the insertion instead of a reference to 2024; and
2. Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023 as advertised, but amended, by the omission of each reference to 2023, and the insertion instead of a reference to 2024.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

10.2 WIDE BAY BURNETT REGIONAL ORGANISATION OF COUNCILS (WBBROC) MOTION

RESOLUTION 2024/317

Moved: Mayor Kathy Duff

Seconded: Cr Heath Sander

That

1. WBBROC seeks its member Councils' approval to write to the State government seeking that a moratorium of all large-scale wind, solar, battery energy storage systems, pumped hydro and related transmission projects be imposed until:

- a. a bond is held from start of project with guaranteed finance in place to cover decommissioning and full project removal, disposal and rehabilitation costs at end of life;
 - b. appropriate regulations are in place to protect threatened and endangered species;
 - c. large scale renewable projects are subject to full state government approval processes and be made impact-assessable not code-assessable;
 - d. an appropriate land access framework to protect the environment, cultural heritage, existing land users and local roads and infrastructure is established;
 - e. minimal impact upon existing rate payers is negotiated;
 - f. Australia's food security is protected by prohibiting large scale renewable projects on prime agricultural land; (See Paris Agreement Article 2 (1) (b));
 - g. all large-scale renewable projects comply with the same regulations that apply to agriculture and mining;
 - h. large scale renewable projects are added as a trigger to the EPBC Act;
 - i. a mandatory code of conduct is established to govern the renewable energy sector and renewable energy proponents 'conduct with affected communities including notifying the relevant local Government of potential projects.
 - j. owners of large-scale renewable developments indemnify adjoining private landowners from any public liability risk;
 - k. Where Local Government are the assessment agency that appropriate mechanisms are incorporated in local government planning schemes to allow Council to apply conditions that protect local roads & infrastructure and other key assets.
2. That upon receipt of all member Councils approval, the WBBROC Secretary be directed to write to the State government and relevant Ministers informing them of WBBROC's position.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 10.10am Executive Assistant Communications Kristy Miatt left the meeting.

11 FINANCE & CORPORATE

11.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ADVERTISING SPENDING POLICY - STATUTORY047

RESOLUTION 2024/318

Moved: Cr Linda Little

Seconded: Cr Ros Heit

That the South Burnett Regional Council Advertising Spending Policy – Statutory047 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COMMUNITY GROUP AND ORGANISATION INFRASTRUCTURE CHARGES POLICY - STATUTORY030

RESOLUTION 2024/319

Moved: Cr Danita Potter
 Seconded: Cr Ros Heit

That the South Burnett Regional Council Community Group and Organisation Infrastructure Charges Policy – Statutory030 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 10.19am Executive Assistant Communications Kristy Miatt returned to the meeting
 At 10.22am Manager Finance & Sustainability Kerri Anderson left the meeting

11.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE POLICY - STATUTORY045

RESOLUTION 2024/320

Moved: Cr Danita Potter
 Seconded: Cr Deb Dennien

That the South Burnett Regional Council Arts, Culture and Heritage Advisory Committee Policy - Statutory045 be adopted as amended with the inclusion of consideration of arts and culture sectors for membership selection to ensure diversity and geographical spread on the committee.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 10.26am Manager Finance & Sustainability Kerri Anderson returned to the meeting

11.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL SURVEILLANCE CAMERA OPERATIONS POLICY - STATUTORY051

RESOLUTION 2024/321

Moved: Cr Heath Sander
 Seconded: Cr Danita Potter

That the South Burnett Regional Council Surveillance Camera Operations Policy – Statutory051 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.4.1 REVIEW OF SECURITY CAMERAS

RESOLUTION 2024/322

Moved: Cr Heath Sander
 Seconded: Cr Deb Dennien

That South Burnett Regional Council review the operation and maintenance of security cameras throughout the region as part of the 2024/25 Operational Plan.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CONSIDERATION OF APPLICATIONS FOR REDUCTION IN COUNCIL'S FEES & CHARGES - BUILDING, PLUMBING & PLANNING APPLICATIONS POLICY - STRATEGIC017

RESOLUTION 2024/323

Moved: Cr Danita Potter
 Seconded: Cr Ros Heit

That the South Burnett Regional Council Consideration of Applications for reduction in Council's Fees & Charges - Building, Plumbing & Planning Applications Policy - Strategic017 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COMPLAINT MANAGEMENT POLICY - STATUTORY040

RESOLUTION 2024/324

Moved: Cr Linda Little
Seconded: Cr Ros Heit

That the South Burnett Regional Council Complaint Management Policy – Statutory040 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.7 ADOPTION OF THE SOUTH BURNETT REGIONAL EMPLOYEE CODE OF CONDUCT POLICY - STATUTORY011

RESOLUTION 2024/325

Moved: Cr Heath Sander
Seconded: Cr Linda Little

That the South Burnett Regional Council Code of Conduct Policy – Statutory011 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

ADJOURN MORNING TEA

RESOLUTION 2024/326

Moved: Cr Ros Heit
Seconded: Cr Jane Erkens

That the meeting adjourn for morning tea.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2024/327

Moved: Cr Linda Little
 Seconded: Cr Jane Erkens

That the meeting resume at 10.52am.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 10.52am Acting General Manager Liveability Leanne Petersen entered the meeting.

11.8 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2024/328

Moved: Cr Danita Potter
 Seconded: Cr Deb Dennien

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 30th April 2024 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12 INFRASTRUCTURE

Nil

13 LIVEABILITY

13.1 ADOPTION OF THE ARTS, CULTURE & HERITAGE STRATEGIC PLAN 2024-2029

RESOLUTION 2024/329

Moved: Cr Danita Potter
 Seconded: Cr Linda Little

That South Burnett Regional Council adopt the Arts, Culture and Heritage (ACH) Strategic Plan 2024-2029.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.1.1 APPLICATION TO TELSTRA'S WATER TOWER MEGA MURAL EXPRESSION OF INTEREST

RESOLUTION 2024/330

Moved: Cr Danita Potter
Seconded: Cr Linda Little

That South Burnett Regional Council support in principal an application to Telstra's Water Tower Mega Mural Expression of Interest with the location of the water tower or silo, a letter of support to be delegated to the CEO (Acting GM Liveability) to progress.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.2 RENEWAL OF LICENCE - SOUTH BURNETT FUN FLYERS INC.

RESOLUTION 2024/331

Moved: Cr Jane Erkens
Seconded: Cr Heath Sander

That South Burnett Regional Council:

1. In accordance with *section 236 (1)(b)(ii)* of the *Local Government Regulation 2012*, renew the Deed of Licence to Occupy with South Burnett Fun Flyers Inc. for a term of five (5) years for Lot 354 on Crown Plan FY2456.
2. Pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy with the South Burnett Fun Flyers Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.3 RENEWAL OF LEASE - THE LIONS CLUB OF BLACKBUTT BENARKIN INC.

RESOLUTION 2024/332

Moved: Cr Linda Little
Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. In accordance with *section 236(1)(b)(ii)* of the *Local Government Regulation 2012* applies to disposal of a valuable non-current asset by way of renewal of lease for part of Lot 87 on

SP102660, Crumpton Drive, Blackbutt to The Lions Club of Blackbutt Benarkin Inc. for a term of 10 years.

2. Pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Lease with The Lions Club of Blackbutt Benarkin Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.4 LICENCE TO OCCUPY - NANANGO HISTORY ROOM INC.

RESOLUTION 2024/333

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. In accordance with *section 236(1)(b)(ii)* of the *Local Government Regulation 2012*, enter a non-exclusive Deed of Licence to Occupy for use of the old school house located on part of Lot 5 on SP156194 with the Nanango History Room Inc. for a five (5) year term.
2. Pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy with the Nanango History Room Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 11.34am Manager Community & Lifestyle Debra Moore left the meeting.

13.5 PROVISION OF "POOL PODS" TO KINGAROY AND WONDAI POOLS

MOTION

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That South Burnett Regional Council resolve to proceed with the purchase of two Pool Pods without inviting tenders, at a cost of \$107,874.07 per unit under section 235(a) of the *Local Government Regulation 2012*.

In Favour: Cr Danita Potter

Against: Crs Kathy Duff, Jane Erkens, Linda Little, Deb Dennien, Heath Sander and Ros Heit

LOST 1/6

13.5.1 FUTURE CAPITAL POOL PROJECTS

RESOLUTION 2024/334

Moved: Cr Ros Heit
 Seconded: Cr Linda Little

That the 2023/24 Capital Budget of \$200,000 be restricted for future capital pool projects.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 11.53am Manager Finance & Sustainability Kerri Anderson left the meeting.

13.6 EXPANSION OF TAABINGA CEMETERY

RESOLUTION 2024/335

Moved: Cr Ros Heit
 Seconded: Cr Heath Sander

That South Burnett Regional Council endorse closing of the perimeter road around the Taabinga Cemetery; and

Engage with the Department of Agriculture and Fisheries (DAF), Kingaroy and adjoining owners regarding expansion options for the Taabinga Cemetery to ensure continuity of use.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

14 QUESTIONS ON NOTICE

14.1 QUESTION ON NOTICE - INFRASTRUCTURE

RESOLUTION 2024/336

Moved: Cr Heath Sander
 Seconded: Cr Ros Heit

That the response to the questions on notice be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 12.00pm Manager Finance & Sustainability Kerri Anderson returned to the meeting.

14.1.1 SAFETY ASSESSMENT - WEEKS ROAD AND KINGAROY COOYAR ROAD INTERSECTION

RESOLUTION 2024/337

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That Council write to Main Roads to put forward community concerns and also ask for a safety assessment on the Weeks Road and Kingaroy Cooyar Road intersection.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

15 INFORMATION SECTION

Nil

16 CONFIDENTIAL SECTION

RESOLUTION 2024/338

Moved: Cr Danita Potter

Seconded: Cr Heath Sander

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*:

16.1 Petition - Country Music Campout

This matter is considered to be confidential under Section 254J - f 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 matters that may directly affect the health and safety of an individual or a group of individuals.

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

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

16.3 Financial Hardship Rates Application – Assessment Number -42450-34000-000

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

16.4 Sale of Land for Overdue Rates and Charges Report May 2024

This matter is considered to be confidential under Section 254J - i 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State..

16.5 RSPCA Contract Extension - Animal Management Review

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

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESOLUTION 2024/339

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That Council moves out of Closed Council into Open Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

16.1 PETITION - COUNTRY MUSIC CAMPOUT

RESOLUTION 2024/340

Moved: Cr Deb Dennien

Seconded: Cr Ros Heit

That the Petition relating to a Music Campout Event be received and referred to the Chief Executive Officer to determine the appropriate action and a report be brought back to Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

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

RESOLUTION 2024/341

Moved: Cr Linda Little
 Seconded: Cr Ros Heit

That the report on South Burnett Community Hospital Foundation Limited Board meeting held on 23 November 2023 be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

16.3 FINANCIAL HARDSHIP RATES APPLICATION – ASSESSMENT NUMBER -42450-34000-000

RESOLUTION 2024/342

Moved: Cr Jane Erkens
 Seconded: Cr Ros Heit

That South Burnett Regional Council:

1. Request the owner enter into a payment arrangement for Assessment Number 42450-34000-000 for \$60.00 per fortnight commencing 1 June 2024 for a period of 6 months;
2. Payments increasing to \$90.00 per fortnight from 1 December 2024 for a period of 12 months;
3. Payments increasing to \$110.00 per fortnight from 1 December 2025 for a period of 12 months;
4. Payments increasing to \$130.00 per fortnight from 1 December 2026 for a period of 12 months under normal rate arrangement conditions;
5. Payments increasing to \$155.00 per fortnight from 1 December 2027 for a period of 12 months under normal rate arrangement conditions;
6. Suspend interest from accumulating while hardship payment arrangement is maintained;
7. A review of this Payment Plan monthly; or at other times if Council is advised that the Applicant's circumstances have changed significantly;
8. The expiry of this Payment Plan upon payment in full of all outstanding rates and charges; and
9. The Chief Executive Officer be authorised to negotiate a suitable payment plan should the Applicant reject or request a variance of this Payment Plan.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

16.4 SALE OF LAND FOR OVERDUE RATES AND CHARGES REPORT MAY 2024

RESOLUTION 2024/343

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

1. That pursuant to section 140 (2) of the *Local Government Regulation 2012*, the South Burnett Regional Council resolves to sell the land described below in schedule 1 for overdue rates and charges; and
2. That Council delegate to the Chief Executive Officer its power to take all further steps under Chapter 4, part 12, Division 3 of the *Local Government Regulation 2012* to effect sale of the land (including, for the avoidance of doubt, the power to end sale procedures)

SCHEDULE 1

1	Lot 13 RP 169975, Title Reference 16000054
2	Lot 96 RP 32387, Title Reference 16323164
3	Lot 2 BUP 5505, Title Reference 16433002
4	Lot 11 RP 175077, Title Reference 16512145
5	Lot 4 SP 133338, Title Reference 50327746
6	Lot 20 RP 192570, Title Reference 17049203
7	Lot 1 RP 198999, Title Reference 16657157
8	Lot 21 RP 178686, Title Reference 16160239
9	Lot 19 RP 54367, Title Reference 12266209
10	Lot 36 RP 172928, Title Reference 16058157
11	Lot 10 RP 199592, Title Reference 16661111
12	Lot 55 RP 178852, Title Reference 16230083
13	Lot 1 SP 215327, Title Reference 50718396
14	Lot 29 CPM 55110, Title Reference 15145148
15	Lots 3-4 RP894966, Title Reference 50097836, 50097837
16	Lot 86 RP 105329, Title Reference 13998171
17	Lot 1 RP 911371, Title Reference 50177398
18	Lot 10 SP 106951, Title Reference 50218128
19	Lot 4 SP 119658, Title Reference 50278069
20	Lot 12 SP 133328, Title Reference 50331863
21	Lot 20 RP 199812, Title Reference 16746055
22	Lot 26 CPW 53513, Title Reference 50703616
23	Lot 1 CPFY 1729, Title Reference 12990094
24	Lot 352 CPFY 255, Title Reference 11975225
25	Lot 15 RP 41258, Title Reference 16475110
26	Lot 12 RP 27220, Title Reference 15144048
27	Lot 73 RP 199825, Title Reference 16950236
28	Lot 12 SP 191195, Title Reference 50839885
29	Lot 1 RP 68526, Title Reference 12540187
30	Lot 3 CPFY 948, Title Reference 50856212
31	Lot 76 RP 36983, Title Reference 50747572
32	Lot 71 RP 36983, Title Reference 50747567

33	Lots 78-79 RP36983, Title Reference 50747574, 50747575
34	Lot 29 RP 190416, Title Reference 16548188
35	Lots 2-3 RP 157173, Title Reference 15699012, 15699013
36	Lot 405 CPK 6232, Title Reference 14507070
37	Lot 46 RP 173357, Title Reference 16122083
38	Lot 1 CPFY 2967, Title Reference 17420195
39	Lot 6 CPMZ 1075 & Lot 70 CPMZ 1141, Title Reference 17653128, 50470397
40	Lot 82 RP 206860, Title Reference 16874229
41	Lot 5 RP 27224, Title Reference 50508831
42	Lot 16 SP 237305, Title Reference 50826037
43	Lot 162 SP 245775, Title Reference 50851886
44	Lots 56-57 RP 36983, Title Reference 50747600, 50747601
45	Lot 1 RP 140059, Title Reference 15528233
46	Lot 1 RP 179281, Title Reference 17145173

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

16.5 RSPCA CONTRACT EXTENSION - ANIMAL MANAGEMENT REVIEW

RESOLUTION 2024/344

Moved: Cr Jane Erkens
 Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Provide an Extension of the existing contract “Provision and Operation of the South Burnett Animal (Cats & Dogs) Housing Facility agreement with the RSPCA”
 - (a) Offer the RSPCA a 12 month extension on the current contract.
 - (i) As per the RSPCA agreed amount of using the Year 5 3.4% CPI increase – with no additional costs or increases.
 - (ii) From the 5th year amount of \$527,155, with CPI for 24/25 equates to \$545,078.27.

In Favour: Crs Jane Erkens, Linda Little, Danita Potter and Deb Dennien

Against: Crs Kathy Duff, Heath Sander and Ros Heit

CARRIED 4/3

RESOLUTION 2024/345

Moved: Cr Jane Erkens
 Seconded: Cr Heath Sander

That Council undertake a full review of the Animal Management Services provided in the South Burnett Regional Council area.

- (a) Review the existing contract and lease agreement in place with the RSPCA
 - (i) Costings on variations and other options for Council.
 - (ii) Options to include:

-
- (1) Reduction of animal management services – Pound only
 - (2) Share arrangements at the current facility with an animal welfare organisation
 - (3) Financial reviews of options including Council operating all impounding activities in the region and then transferring animals that are able to be rehomed to a welfare organisation.
 - (4) Transfer impounded animals to other Local Governments to look after during the impoundment timeframe of 3 – 5 days. Noting that it is a requirement that the local government provide access to the animal as per the Local Law and Legislation.
 - (5) Tender process if the impounding and rehoming of animals is outsourced.
 - (6) Report to be presented to the September Ordinary Council Meeting.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17 CLOSURE OF MEETING

The Meeting closed at 12.56pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 June 2024.

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CHAIRPERSON

8 NOTICES OF MOTION

Nil

9 BUSINESS OUTSTANDING

9.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File Number: 19/06/2024

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Business outstanding table for the Ordinary Council Meeting

SUMMARY

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

OFFICER'S RECOMMENDATION

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

BACKGROUND

N/A

ATTACHMENTS

1. **Business Outstanding Table - 19 June 2024** [↓](#) 

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Meeting Date: 19 June 2024

Attachment No: 1

Meeting	Subject	Manager	Resolution	Notes
Council 4/06/2024	Weighbridge Procurement	Petersen, Leanne	RESOLUTION 2024/346 Moved: Cr Heath Sander Seconded: Cr Deb Dennien That South Burnett Regional Council: 1. Procure one eleven metre heavy-duty single deck weighbridge from Newcastle Weighing Systems ensuring councils obligations under the <i>Waste Reduction and Recycling Act 2011</i> have been met for the installation of the weighbridge at the Murgon Waste Facility by the required date by the application of exception s235 (a) of the <i>Local Government Regulation 2012</i> whereby council resolves it is satisfied that there is only 1 (one) supplier who is reasonably available. 2. Allocates a total of \$210,000 in the 23/24 Capital Works Program for Waste Management <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	
			CARRIED 7/0	
Council 4/06/2024	Question on Notice - waste trucks on Borcharts Hill Road	Petersen, Leanne	Question on Notice from Mayor Duff - How many more trucks are going to be going through Borcharts Hill Road in the next two or three months? Further information to be provided to the June Ordinary Council meeting.	
Council 15/05/2024	Safety Assessment - Weeks Road and Kingaroy Cooyar Road Intersection	Meehan, Aaron	RESOLUTION 2024/337 Moved: Cr Danita Potter Seconded: Cr Deb Dennien That Council write to Main Roads to put forward community concerns and also ask for a safety assessment on the Weeks Road and Kingaroy Cooyar Road intersection. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	13 Jun 2024 10:55am Allen, Samantha Letter drafted and will be finalised in June 2024
			CARRIED 7/0	
Council 15/05/2024	Petition - Country Music Campout	Pitt PSM, Mark	RESOLUTION 2024/340 Moved: Cr Deb Dennien Seconded: Cr Ros Heit That the Petition relating to a Music Campout Event be received and referred to the Chief Executive Officer to determine the appropriate action and a report be brought back to Council.	27 May 2024 1:01pm Paterson, Lynelle Letter emailed to Sandra Abbott on 27 May advising petition had been presented and that a report would be presented to a future Council Meeting.

			<p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 15/05/2024	Expansion of Taabinga Cemetery	Petersen, Leanne	<p>RESOLUTION 2024/335</p> <p>Moved: Cr Ros Heit</p> <p>Seconded: Cr Heath Sander</p> <p>That South Burnett Regional Council endorse closing of the perimeter road around the Taabinga Cemetery; and Engage with the Department of Agriculture and Fisheries (DAF), Kingaroy and adjoining owners regarding expansion options for the Taabinga Cemetery to ensure continuity of use.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>21 May 2024 3:06pm King, Denise - Reallocation</p> <p>Action reassigned to Turner, Paul by King, Denise - For report</p>
Council 15/05/2024	Local Law (Repealing) Local Law (No. 1) 2023 Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023	Pitt PSM, Mark	<p>RESOLUTION 2024/316</p> <p>Moved: Cr Deb Dennien</p> <p>Seconded: Cr Jane Erkens</p> <p>That South Burnett Regional Council resolves to proceed with the making of, and make:</p> <ol style="list-style-type: none"> 1. Local Law (Repealing) Local Law (No. 1) 2023 as advertised, but amended, by the omission of each reference to 2023, and the insertion instead of a reference to 2024; and 2. Subordinate Local Law (Repealing) Subordinate Local Law (No. 1) 2023 as advertised, but amended, by the omission of each reference to 2023, and the insertion instead of a reference to 2024. <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>13 June 2024 - Mark Pitt - Preparation of the government gazette notice, letter to Minister prepared, website public notice prepared</p>
Council 15/05/2024	Renewal of Lease - The Lions Club of Blackbutt Benarkin Inc.	Petersen, Leanne	<p>RESOLUTION 2024/332</p> <p>Moved: Cr Linda Little</p> <p>Seconded: Cr Deb Dennien</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. In accordance with section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to disposal of a valuable non-current asset by way of renewal of lease for part of Lot 87 on <p style="text-align: right;">CARRIED 7/0</p>	<p>21 May 2024 3:12pm King, Denise - Reallocation</p> <p>Action reassigned to Moore, Debra by King, Denise - For report</p>

			<p>SP102660, Crumpton Drive, Blackbutt to The Lions Club of Blackbutt Benarkin Inc. for a term of 10 years.</p> <p>2. Pursuant to <i>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 with The Lions Club of Blackbutt Benarkin Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 15/05/2024	Sale of Land for Overdue Rates and Charges Report May 2024	Jarvis, Susan	<p>RESOLUTION 2024/343</p> <p>Moved: Cr Jane Erkens</p> <p>Seconded: Cr Linda Little</p> <p>1. That pursuant to section 140 (2) of the <i>Local Government Regulation 2012</i>, the South Burnett Regional Council resolves to sell the land described below in schedule 1 for overdue rates and charges; and</p> <p>2. That Council delegate to the Chief Executive Officer its power to take all further steps under Chapter 4, part 12, Division 3 of the <i>Local Government Regulation 2012</i> to effect sale of the land (including, for the avoidance of doubt, the power to end sale procedures)</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>20 May 2024 12:21pm Kruger, Wendy - Reallocation</p> <p>Action reassigned to Anderson, Kerri by Kruger, Wendy - For Action & Completion.</p>
Council 15/05/2024	Future Capital Pool Projects	Jarvis, Susan	<p>RESOLUTION 2024/334</p> <p>Moved: Cr Ros Heit</p> <p>Seconded: Cr Linda Little</p> <p>That the 2023/24 Capital Budget of \$200,000 be restricted for future capital pool projects.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>20 May 2024 12:22pm Kruger, Wendy - Reallocation</p> <p>Action reassigned to Anderson, Kerri by Kruger, Wendy - For Action & completion</p>

<p>Council 15/05/2024</p>	<p>Review of Security Cameras</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/322 Moved: Cr Heath Sander Seconded: Cr Deb Dennien That South Burnett Regional Council review the operation and maintenance of security cameras throughout the region as part of the 2024/25 Operational Plan. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>20 May 2024 2:56pm Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For action (inclusion in the Operational Plan) and completion.</p>
			CARRIED 7/0	
<p>Council 15/05/2024</p>	<p>Application to Telstra's Water Tower Mega Mural Expression of Interest</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/330 Moved: Cr Danita Potter Seconded: Cr Linda Little That South Burnett Regional Council support in principal an application to Telstra's Water Tower Mega Mural Expression of Interest with the location of the water tower or silo, a letter of support to be delegated to the CEO (Acting GM Liveability) to progress. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>21 May 2024 3:08pm King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise - For report</p>
			CARRIED 7/0	
<p>Council 15/05/2024</p>	<p>RSPCA Contract Extension - Animal Management Review</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/344 Moved: Cr Jane Erkens Seconded: Cr Deb Dennien That South Burnett Regional Council: 1. Provide an Extension of the existing contract "Provision and Operation of the South Burnett Animal (Cats & Dogs) Housing Facility agreement with the RSPCA" (a) Offer the RSPCA a 12 month extension on the current contract. (i) As per the RSPCA agreed amount of using the Year 5 3.4% CPI increase – with no additional costs or increases. (ii) From the 5th year amount of \$527,155, with CPI for 24/25 equates to \$545,078.27. <u>In Favour:</u> Crs Jane Erkens, Linda Little, Danita Potter and Deb Dennien <u>Against:</u> Crs Kathy Duff, Heath Sander and Ros Heit</p>	<p>21 May 2024 3:10pm King, Denise - Reallocation Action reassigned to Donohue, Kimberley by King, Denise - For report 13 June 2024 – Kimberley Donohue - Received signed Deed of Variation from RSPCA on 7 June 2024 - Printed and being signed by Council week of 10/06/2024</p>
			CARRIED 4/3	

			<p>RESOLUTION 2024/345 Moved: Cr Jane Erkens Seconded: Cr Heath Sander That Council undertake a full review of the Animal Management Services provided in the South Burnett Regional Council area. (a) Review the existing contract and lease agreement in place with the RSPCA (i) Costings on variations and other options for Council. (ii) Options to include: (1) Reduction of animal management services – Pound only (2) Share arrangements at the current facility with an animal welfare organisation (3) Financial reviews of options including Council operating all impounding activities in the region and then transferring animals that are able to be rehomed to a welfare organisation. (4) Transfer impounded animals to other Local Governments to look after during the impoundment timeframe of 3 – 5 days. Noting that it is a requirement that the local government provide access to the animal as per the Local Law and Legislation. (5) Tender process if the impounding and rehoming of animals is outsourced. (6) Report to be presented to the September Ordinary Council Meeting. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	
			CARRIED 7/0	
Council 15/05/2024	Review of Security Cameras	Jarvis, Susan	<p>RESOLUTION 2024/322 Moved: Cr Heath Sander Seconded: Cr Deb Dennien That South Burnett Regional Council review the operation and maintenance of security cameras throughout the region as part of the 2024/25 Operational Plan. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>20 May 2024 2:56pm Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For action (inclusion in the Operational Plan) and completion.</p>

CARRIED 7/0				
Council 24/04/2024	Council Resolution to Commence Review of the Local Government Infrastructure Plan (LGIP)	Petersen, Leanne	<p>RESOLUTION 2024/339 Moved: Cr Danita Potter Seconded: Cr Deb Dennien That this report be received and that South Burnett Regional Council: 1. Resolve to commence a review of the Local Government Infrastructure Plan (LGIP) in accordance with Chapter 5, Part 5 of the Minister's Guidelines and Rules (MGR), as required by Section 25(3) of the Planning Act 2016. 2. Consider the necessary budget allocation to undertake the LGIP review process in the 2024/25 financial year budget deliberations. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>07 May 2024 1:51pm King, Denise - Reallocation Action reassigned to Jensen, Leo by King, Denise - For report 10 May 2024 4:02pm Donohue, Kimberley - Reallocation Action reassigned to Crick, Justin by Donohue, Kimberley - As per LJ. 13 May 2024 10:02am Crick, Justin The internal LGIP review will commence before the end of May. Appointment of the reviewer will happen concurrently.</p>
CARRIED 7/0				
Council 24/04/2024	Kingaroy Building/Facilities Supply of Services Contract	Petersen, Leanne	<p>RESOLUTION 2024/334 Moved: Cr Jane Erkens Seconded: Cr Danita Potter That South Burnett Regional Council call for tender for the cleaning of Council buildings and facilities in Kingaroy. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>07 May 2024 1:51pm King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report</p>
CARRIED 7/0				
Council 24/04/2024	Customer phone-calls, after-hours calls and lone-worker monitoring	Jarvis, Susan	<p>RESOLUTION 2024/329 Moved: Mayor Kathy Duff Seconded: Cr Linda Little That South Burnett Regional Council: 1. note the ongoing investigation of options for Council's phone call system and options available for local call placement; 2. review the provision of out-of-hours phone services, and lone-worker monitoring; and 3. with recommendations to be brought back to the Ordinary Council Meeting in May 2024. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>08 May 2024 11:58am Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For Action as per Minutes.</p>
CARRIED 7/0				

<p>Council 24/04/2024</p>	<p>Land Use Investigation</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/338 Moved: Cr Jane Erkens Seconded: Cr Linda Little That:</p> <p>1. Council undertake a project which includes a land use investigation to assess:</p> <p>a. the availability of land within the South Burnett region that may be suitable to incorporate into an expansion of the RR1 precinct to allow further subdivision of rural residential lifestyle lots into one-acre (4,000m²) and/or two-acre (8,000m²) lots (smaller rural residential lots); and</p> <p>b. the suitability and viability of, and options to facilitate the land identified in (a) above, to be able to be developed into smaller rural residential lots.</p> <p>2. A report outlining the outcomes and recommendations of the investigation referred to in 1. above be presented to Council.</p> <p>3. Council list this project for consideration during its 2024/25 FY budget deliberations with an allocation of up to \$25,000 (ex GST).</p> <p>Reasons for Recommendation Council wishes to facilitate increased options for smaller lifestyle lots throughout the South Burnett region, to allow existing residents to age in place without having to relocate from their existing property or the region.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	<p>07 May 2024 1:46pm King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 23 May 2024 11:31am Donohue, Kimberley - Reallocation Action reassigned to Hursthouse, David by Donohue, Kimberley - Reallocated as per LJ</p>			
<p>CARRIED 7/0</p>			<p>Council 24/04/2024</p>	<p>Portfolio System</p>	<p>Pitt PSM, Mark</p>	<p>RESOLUTION 2024/311 Moved: Cr Jane Erkens Seconded: Cr Danita Potter That Council revisit the portfolio system in April 2025 and that Council hold a workshop with Donna Nielsen from Peak Services in July 2024.</p>	<p>10 May 2024 11:46am Paterson, Lynelle Contact has been made with Peak Services 03 Jun 2024 5:11pm Pitt PSM, Mark</p>

			<p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>Follow up with Peak for workshop with councillors in July due to budget timelines and current workshops - costs for workshop / training being investigated</p>
<p>Council 24/04/2024</p>	<p>Amendment to Lease - Lease A & B, 62-64 Lamb Street, Murgon</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/349 Moved: Cr Ros Heit Seconded: Cr Linda Little That South Burnett Regional Council</p> <p>1. Resolves that the exception in <i>Local Government Regulation 2012 section 236 (1)(b)(iii)</i> applies for an amendment to the current lease between Council and the Commonwealth Bank of Australia for the retail shop space, part A and B of Lot 1 on CP M55124, 62-64 Lamb Street, Murgon, to;</p> <p>(a) Extend the current term of the lease for an additional three (3) years to 30 December 2027; and</p> <p>(b) Retain all other existing terms of the lease and authorise the Chief Executive Officer to negotiate the annual CPI increases.</p> <p>2. 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 the lease amendment on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>07 May 2024 1:50pm King, Denise - Reallocation Action reassigned to Moore, Debra by King, Denise - For report</p>
<p>Council 4/04/2024</p>	<p>Appointment of the Chairperson and Deputy Chairperson to the LDMG</p>	<p>Meehan, Aaron</p>	<p>RESOLUTION 2024/309 Moved: Mayor Kathy Duff Seconded: Cr Danita Potter That Council:</p> <p>1. Pursuant to <i>Section 34 of the Disaster Management Act 2003</i>, Cr Danita Potter be appointed Chairperson of the South Burnett Local Disaster Management Group; and</p> <p>2. Pursuant to <i>Section 34 of the Disaster Management Act 2003</i>, Cr Jane Erkens be appointed Deputy Chairperson of the South Burnett Local Disaster Management Group.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p>	

			Against: Nil	CARRIED 7/0
Council 4/04/2024	Review of positions in the South Burnett Local Disaster Management Group	Meehan, Aaron	<p>RESOLUTION 2024/310 Moved: Cr Danita Potter Seconded: Cr Deb Dennien That a review of all other positions in the South Burnett Local Disaster Management Group be completed and referred to Council for consideration as soon as practicable. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>	CARRIED 7/0
Council 6/03/2024	Selective Inspection Program - Building and plumbing Works in the Hivesville Township	Petersen, Leanne	<p>RESOLUTION 2024/302 Moved: Cr Kathy Duff Seconded: Cr Danita Potter That Council; 1. Organise a meeting with service providers to address the areas of safety and health particularly in the Hivesville village; 2. Meet with the Hivesville community as early as appropriate; 3. Implement a 6 month amnesty across the Region for residential building and plumbing works; 4. Investigate a one off kerbside pickup service for residents in Hivesville; 5. Conduct an audit of overgrown allotments. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>15 Mar 2024 7:42am King, Denise - Reallocation Action reassigned to Hursthouse, David by King, Denise - For report 15 Mar 2024 8:46am King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise - For report</p>
Council 6/03/2024	Application for Funding under the Community Heritage of the Community Sustainability Action Grants Program - round 8	Petersen, Leanne	<p>RESOLUTION 2024/295 Moved: Cr Scott Henschen Seconded: Cr Kirstie Schumacher 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. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>15 Mar 2024 7:31am King, Denise - Reallocation Action reassigned to Moore, Debra by King, Denise - For report 15 Mar 2024 8:09am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 08 May 2024 9:07am Turner, Paul Application Lodged. 10 May 2024 3:03pm Turner, Paul - Completion</p>
				CARRIED 6/0

				Completed by Turner, Paul (action officer) on 10 May 2024 at 3:03:14 PM - Application Lodged 09 May 2024 1:00pm Petersen, Leanne - Completion Completed by Petersen, Leanne (action officer) on 09 May 2024 at 1:00:04 PM - Grant application submitted
Council 24/01/2024	Blackbutt Water Tower – Telecommunications Tower Lease	Petersen, Leanne	RESOLUTION 2024/271 Moved: Cr Danita Potter Seconded: Cr Jane Erkens That South Burnett Regional Council: 1. <i>Section 236(1)(c)(vi) of the 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'Aguilar Highway, Blackbutt to Telstra Limited; and 2. <i>Pursuant to 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 the Lease between Council and Telstra Limited on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council. <u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil CARRIED 5/0	31 Jan 2024 10:28am King, Denise - Reallocation Action reassigned to Moore, Debra by King, Denise - For report 11 Mar 2024 8:27am Moore, Debra Lease has been negotiated. Waiting on final document from Telstra legal team for execution.
Council 24/01/2024	Quote SBRCQ 2023/24-14 - Replace Wheel Loader 1507	Jarvis, Susan	RESOLUTION 2024/242 Moved: Cr Scott Henschen Seconded: Cr Jane Erkens That South Burnett Regional Council purchase from RDO Equipment, one (1) John Deere 624K-!! for \$427,000 excluding GST. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter and Scott Henschen <u>Against:</u> Crs Kirstie Schumacher and Kathy Duff CARRIED 4/2	06 Feb 2024 2:56pm Kruger, Wendy - Reallocation Action reassigned to Orchard, Brandon by Kruger, Wendy - For Action

<p>Council 24/01/2024</p>	<p>Request to apply for funding under the Queensland Feral Pest Initiative.</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2024/255 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>31 Jan 2024 10:44am King, Denise - Reallocation Action reassigned to Togatama, Frank by King, Denise - For report</p>
CARRIED 6/0			<p>RESOLUTION 2024/259 Moved: Cr Danita Potter Seconded: Cr Scott Henschen That Council; 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. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>31 Jan 2024 10:37am King, Denise - Reallocation Action reassigned to Dombrow, Malcolm by King, Denise - For report</p>
CARRIED 6/0			<p>RESOLUTION 2023/197 Moved: Cr Jane Erkens Seconded: Cr Scott Henschen That South Burnett Regional Council 1. Accept the report, Local Laws Review – Discovery Phase – August 2023 for information; and 2. Adopt the following recommendations that Council: (a) Repeal Subordinate Local Law 1.07 – Operation of Cane Railways 2011. (b) Repeal Model Local Law No. 2 (Meetings) 2008. 3 Conduct a workshop shared accommodation, temporary homes, animals and parking in January 2024 <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil</p>	<p>20 Dec 2023 12:24pm Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For Action & Completion</p>
CARRIED 5/0				

<p>Council 13/12/2023</p>	<p>Quote SBRCQ 2023/24-18 - Replace Water Trucks 2016, 2017 and 2022</p>	<p>Jarvis, Susan</p>	<p>RESOLUTION 2023/196 Moved: Cr Danita Potter Seconded: Cr Scott Henschen That South Burnett Regional Council purchase from Daimler Trucks Sunshine Coast, three (3) Mitsubishi Fuso Shogun FV74 for \$796,769.73 excluding GST. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil</p>	<p>20 Dec 2023 11:52am Kruger, Wendy - Reallocation Action reassigned to Orchard, Brandon by Kruger, Wendy - For Action and Completion.</p>
CARRIED 5/0				
<p>Council 13/12/2023</p>	<p>Supplementary Report for Gifting of St. Faith Church and Cemetery, Mondure.</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/214 Moved: Cr Kathy Duff Seconded: Cr Danita Potter That South Burnett Regional Council respectfully decline the offer to be gifted the St. Faith Anglican Church and write to the church seeking a response in regards to understanding the condition of the cemetery, its current operations and the church's plans to maintain the cemetery in the future and that a report be brought back to a future Council meeting <u>In Favour:</u> Crs Gavin Jones, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Cr Jane Erkens,</p>	<p>20 Dec 2023 7:41am King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise - For report 09 May 2024 12:03pm Kemp, Fiona Communications have been had that there is a possibility of the Mondure community keen to look after the church. Further discussion will need to be arranged - community meeting.</p>
CARRIED 5/1				
<p>Council 13/12/2023</p>	<p>Trusteeship of Goodger Hall - Lot 186 on FY850</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/218 Moved: Cr Jane Erkens Seconded: Cr Danita Potter That South Burnett Regional Council become trustees of the Goodger Hall, locally known as the Goodger School of Arts, being a Reserve for Public Hall R685, Lot 186 on FY850 and pursuant to <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. <u>In Favour:</u> Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>20 Dec 2023 7:25am King, Denise - Reallocation Action reassigned to Moore, Debra by King, Denise - For report 11 Mar 2024 8:23am Moore, Debra The CEO has signed the trusteeship. Awaiting DOR to progress. Council officers will check with community to see if a Incorporated Association has been set up.</p>
CARRIED 5/0				

<p>Council 13/12/2023</p>	<p>Future Use of Lot 19 on CP891608 - 9 Knowles Street, Nanango</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/215 Moved: Cr Jane Erkens Seconded: Cr Danita Potter That 1. Negotiations continue to determine suitability to enter into a new lease agreement in accordance with <i>s(236)(1)(c)(iii) & (3)(5) of the Local Government Regulation 2012</i> for the disposal of a non-valuable current asset being Lot 19 on CP891608; or 2. Negotiate the sale of the property to an adjoining landowner in accordance with <i>s(236)(c)(iv) & (3)(5) of the Local Government Regulation 2012</i>; (a) The property be offered for Tender under <i>s227 of the Local Government Regulation 2012</i> should negotiations with the existing lessee and adjoining landowners fail. 3. Pursuant to <i>Section 257(1)(b) of the Local Government Act 2009</i>, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute a Lease between the existing leaseholder or sale of property to an adjoining landowner on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>20 Dec 2023 7:38am King, Denise - Reallocation Action reassigned to Moore, Debra by King, Denise - For report 11 Mar 2024 8:25am Moore, Debra The current lessee has yet to make an official offer to Council. To be followed up.</p>
<p>Council 22/11/2023</p>	<p>Sale by Tender of 4 Haly Street, Kingaroy to adjoining owners</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/165 Moved: Cr Danita Potter Seconded: Cr Kathy Duff That South Burnett Regional Council offer the land for sale by tender to the three adjoining owners by; 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 <i>Section 257 of the Local Government Act 2009</i> enter a contract of sale for the property, or 2. If negotiations with the highest tenderer does not result in a sale of the property retain the property in Council ownership and tender the property for lease/permit for grazing purposes. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>30 Nov 2023 8:06am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:10pm Turner, Paul Postponed due to legislative requirements during Caretaker mode.</p>

<p>Council 22/11/2023</p>	<p>Proposed tender for sale of Lot 18 McConnel Way, Mondure</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/166 Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter That South Burnett Regional Council approve for sale by tender Lot 18 McConnel Way, Mondure (Lot 18 RP27655) by; 1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property; or 2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market; and 3. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to complete contracts of sale. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>30 Nov 2023 8:06am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:13pm Turner, Paul Postponed due to legislative requirements during Caretaker mode.</p>
CARRIED 6/0				
<p>Council 22/11/2023</p>	<p>Nanango CBD Parking & Operations - Community Consultation</p>	<p>Meehan, Aaron</p>	<p>RESOLUTION 2023/157 Moved: Cr Jane Erkens Seconded: Cr Scott Henschen That South Burnett Regional Council: 1. conduct further engagement with each business providing a letter requesting them to utilise off street parking locations and providing a map of alternative parking options; 2. meet with individual businesses on Drayton Street (Fitzroy St – Drayton St) in early 2024 to determine if there has been a change in the supply of carparking bays by business owners; and 3. contact both Stanwell Corporation, Meandu Mine and the bus company and find out how many workers park there and is it possible to liaise to find a more suitable place that does not impact on retail parking. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>29 Feb 2024 2:34pm Allen, Samantha Letters have been sent to businesses, recieved response email from Stanwell. Further consultation planned for April. 08 May 2024 11:53am Allen, Samantha Meeting to be arranged with local Councillor 13 Jun 2024 10:53am Allen, Samantha Finalise parking layout and report back to Council in August 2024.</p>
CARRIED 6/0				

<p>Council 22/11/2023</p>	<p>Proposed Tender to Adjoining owners for sale of 29 Tiernan Terrace, Murgon</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/164 Moved: Cr Kathy Duff Seconded: Cr Scott Henschen That South Burnett Regional Council approve for sale by tender to adjoining owners 29 Tiernan Terrace, Murgon (Lot 72 RP855764) by; 1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, and 2. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to negotiate and execute contract of sale. In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen Against: Nil</p>	<p>30 Nov 2023 8:07am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:11pm Turner, Paul Postponed due to legislative requirements during Caretaker mode.</p>
CARRIED 6/0				
<p>Council 22/11/2023</p>	<p>Proposed tender for sale of 23 Jellicoe Street, Proston</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/167 Moved: Cr Scott Henschen Seconded: Cr Kathy Duff That South Burnett Regional Council approve for sale by tender 23 Jellicoe Street, Proston (Lot 38 RP57676) by; 1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property; or 2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market; and 3. Delegate powers to the Chief Executive Officer under Section 257 of the <i>Local Government Act 2009</i> to negotiate and execute contract of sale. In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen Against: Nil</p>	<p>30 Nov 2023 8:07am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:13pm Turner, Paul Postponed due to legislative requirements during Caretaker mode.</p>
CARRIED 6/0				
<p>Council 22/11/2023</p>	<p>Glendon Street Amenities Electricity Update</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/188 Moved: Cr Danita Potter Seconded: Cr Scott Henschen That Council delegate to the Chief Executive Officer to make an application for an exceptional circumstances exemption in relation to the power connection of the Glendon Street Amenities until the</p>	<p>30 Nov 2023 8:06am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:12pm Turner, Paul</p>

			<p>potential purchase of the adjacent community health building is resolved. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>Assessing the cost and awaiting response from Qld Health regarding purchase of Community Health Building adjoining which will alter outcome.</p>
			CARRIED 6/0	
Council 22/11/2023	Potential Purchase of Community Health Building, Kingaroy	Petersen, Leanne	<p>RESOLUTION 2023/190 Moved: Cr Danita Potter Seconded: Cr Jane Erkens That South Burnett Regional Council offer to purchase the property from the State of Queensland (represented by Queensland Health). 1. Contract of sale to be in accordance with; (i) <i>Local Government Regulation 2012.</i> (ii) Queensland Government Land Transaction Policy 2021. (iii) SBRC Procurement Policy. (iv) SBRC Investment Policy. 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. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>30 Nov 2023 8:06am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report</p>
			CARRIED 6/0	
Council 22/11/2023	Kumbia Recreation Reserve Preliminary Master Plan	Petersen, Leanne	<p>RESOLUTION 2023/168 Moved: Cr Scott Henschen Seconded: Cr Kathy Duff That South Burnett Regional Council: 1. Adopt the Draft Kumbia Recreation Reserve Preliminary Master Plan; and 2. Undertake community consultation to seek views on the priority projects to be included in the stage one of park redevelopment. <u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>30 Nov 2023 8:08am King, Denise - Reallocation Action reassigned to Jackson, Cathy by King, Denise - For report</p>
			CARRIED 6/0	
Council 22/11/2023	Trustee Lease - Tingoora Sports Association Inc	Petersen, Leanne	<p>RESOLUTION 2023/176 Moved: Cr Scott Henschen Seconded: Cr Kirstie Schumacher</p>	<p>30 Nov 2023 8:07am King, Denise - Reallocation</p>

			<p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. resolves that the exception in <i>Local Government Regulation 2012 section 236 (1)(b)(ii)</i> applies to Council for the disposal by way of grant of a Lease of the valuable non-current asset, which is Lot 91 on Crown Plan FY2885, to the Tingooora Sports Association Inc; and 2. delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Tingooora Sports Association Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council. <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>Action reassigned to Jackson, Cathy by King, Denise - For report</p>
CARRIED 6/0				
<p>Council 27/09/2023</p>	<p>Ringsfield House Advisory Committee</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/94 Moved: Cr Jane Erkens Seconded: Cr Danita Potter That</p> <ol style="list-style-type: none"> 1. That Ringsfield House be open by appointment with tours being conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer. 2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events. 3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts. 4. That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group). 5. An amendment is made to the 2023/2024 fees and charges for group tours of Ringsfield House for \$5.00 per person. 6. That the minutes of the July 2023 and August 2023 Ringsfield House Advisory Committee be received for information. <p><u>In Favour:</u> Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p>	<p>03 Oct 2023 1:33pm King, Denise - Reallocation Action reassigned to Pointon, Jennifer by King, Denise - For report</p> <p>12 Oct 2023 11:55am King, Denise - Reallocation Action reassigned to Beaumont, Samantha (Sam) by King, Denise - For report</p>
CARRIED 6/0				

<p>Council 24/05/2023</p>	<p>Advocacy Digital Plan</p>	<p>Pitt PSM, Mark</p>	<p>RESOLUTION 2023/574 Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter 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. • 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. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>14 Jul 2023 10:31am Pitt PSM, Mark Workshop scheduled for 17 July to commence discussions on advocacy plans 20 Oct 2023 8:56am Pitt PSM, Mark Consideration with Council's advocacy programme and drafting - gathering information for development of the draft 16 Nov 2023 2:18pm Pitt PSM, Mark Template for the report developed and population of information has commenced - rough draft to be circulated prior to end of calendar year 03 Jan 2024 2:02pm Pitt PSM, Mark Given end of year workloads 1st draft was completed but circulated in January 2024 - workshop with councillors being organised to review draft 07 Feb 2024 4:21pm Pitt PSM, Mark Draft circulated to SLT for feedback 28 Feb 2024 4:55pm Pitt PSM, Mark Meeting held with Telstra to discuss options for connectivity planning, feedback received from LGAQ on draft 03 Jun 2024 5:05pm Pitt PSM, Mark Draft circulated to V0.2 councillors and SLT</p>
<p>Council 26/04/2023</p>	<p>KTP Pedestrian Visibility and PWD Shop Access</p>	<p>Meehan, Aaron</p>	<p>RESOLUTION 2023/510 Moved: Cr Kathy Duff Seconded: Cr Danita Potter That South Burnett Regional Council writes to South Burnett Business groups articulating the strategic priority in our Corporate Plan relating to making our towns communities of choice for people living with disability and encouraging them to engage with their members and CBD businesses as to opportunities for improving PWD access. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>28 Jul 2023 2:10pm Champney, Kristy Resolution sent to KTP Team 02.05.23. Awaiting outcome. 21 Sep 2023 11:44am Allen, Samantha To be actioned in October 09 May 2024 1:57pm Allen, Samantha Letter currently being drafted, to be finalised in May. 13 Jun 2024 10:51am Allen, Samantha Delayed due to staffing shortage - Letter to be finalised with Mayor in June 2024.</p>

CARRIED 7/0

CARRIED 7/0

<p>Council 29/03/2023</p>	<p>Compliance Enforcement on Burning in Residential Areas</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/479 Moved: Cr Kathy Duff Seconded: Cr Danita Potter 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. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>04 Apr 2023 3:31pm King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise - Run an education program, Mead Perry has been appointed to undertake local law review - this will be considered as part of this project 23 Jun 2023 9:20am O'May, Peter Awaiting recruitment/commencement of Co-ordinator Regulatory Services who will be tasked with delivering program. Expected to commence in early July 25 Jul 2023 2:02pm Petersen, Leanne Draft Fact Sheet being developed on burning in residential areas and then an educational program will be conducted 06 Dec 2023 10:47am Petersen, Leanne Fact sheet has been finalised and is with Governance for approval prior to social media comms being generated.</p>
<p>Council 22/02/2023</p>	<p>Rural Residential Blocks</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2023/401 Moved: Cr Kathy Duff Seconded: Cr Danita Potter 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. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>06 Mar 2023 8:36am King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise 08 Mar 2023 11:30am Kemp, Fiona - Reallocation Action reassigned to Petersen, Leanne by Kemp, Fiona - Please review and update this meeting action. Thank you 23 Jun 2023 9:30am O'May, Peter Item to be included for consideration as part of the review of Council's Local Laws during 2023/24 financial year. , OPL/38 Review Council's Local Laws to ensure relevance to the region and understanding by Council and the community</p>

				<p>11 Aug 2023 9:04am Petersen, Leanne 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>Petersen, Leanne</p>	<p>RESOLUTION 2023/364 Moved: Cr Kirstie Schumacher Seconded: Cr Gavin Jones That South Burnett Regional Council: 1. Develop a framework to consider requests from community groups that ask Council to transfer land at nil consideration, to ensure consistent decision-making. 2. Conduct a development application for subdivision of Lot 86 on RP7951 in line with the current South Burnett Child Care and Kindergarten lease area. 3. Continue engagement with South Burnett Child Care and Kindergarten as to appropriate long term tenure arrangements. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen <u>Against:</u> Nil</p>	<p>07 Feb 2023 2:25pm King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise 11 Jul 2023 3:21pm King, Denise 2. Development application currently being prepared 25 Jan 2024 10:03am King, Denise - Reallocation Action reassigned to Turner, Paul by King, Denise - For report 10 May 2024 3:11pm Turner, Paul Planning consultants have been engaged to complete application.</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 27/04/2022</p>	<p>Material change of use application for expansion of an existing piggery to 57,000SPU and associated infrastructure at 536 & 592 Morgans Road Winderera and other properties - Lot 202 SP 251979 Lot 203 SP 251979 Lot 49 MZ 555 - Applicant: Jamz & Co In...</p>	<p>Petersen, Leanne</p>	<p>RESOLUTION 2022/486 Moved: Cr Kathy Duff Seconded: Cr Danita Potter Procedural Motion That the matter lay on the table. <u>In Favour:</u> Crs Brett Otto, Kathy Duff, Danita Potter and Scott Henschen <u>Against:</u> Cr Gavin Jones and Cr Kirstie Schumacher</p> <p style="text-align: right;">CARRIED 4/2</p>	<p>05 May 2022 3:46pm Donohue, Kimberley - Reallocation Action reassigned to Lisle, Michael by Donohue, Kimberley 20 Oct 2022 3:49pm Lisle, Michael Development Application laying on the table in Council. Prestart meeting held early October 2022 for construction of roadwork upgrades to Kratzmanns Road required under pervious approval. 28 Oct 2022 8:39am Donohue, Kimberley - Reallocation Action reassigned to Petersen, Leanne by Donohue, Kimberley 20 Jan 2023 2:15pm O'May, Peter Review of road works progress scheulded February 2023 03 May 2023 3:33pm King, Denise</p>

The following information from Justin Crick:- I followed up about the intersection works required as part of the roadworks for the Wilsons piggery at Morgans Rd, Winderera 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 Petersen, Leanne

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.

25 Jan 2024 10:54am King, Denise - Reallocation

Action reassigned to Crick, Justin by King, Denise - For report

21 Feb 2024 5:08pm Crick, Justin

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 wil depend on the amount of redesign (if any) is required.

10 EXECUTIVE SERVICES

10.1 COUNCIL NOMINATE THE 2025 SPECIAL HOLIDAY

File Number: 29-05-2024

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Requesting Council nominate the South Burnett region 2025 Special Holiday prior to Friday 12 July 2024.

SUMMARY

Historically, Council has requested the Monday of the Brisbane Exhibition to be gazetted as the show holiday for the South Burnett region. As no information to the contrary has been received, it is suggested that Council once again request the Exhibition Monday, Monday 11 August 2025 as the Show Holiday for the South Burnett region.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council progress the Monday of the 2025 Royal National Exhibition, Brisbane – Monday 11 August 2025, as the 2025 Show Holiday for the South Burnett region and further, complete the 2025 Special Holiday request form and delegate to the Chief Executive Officer to submit via email prior to Friday 12 July 2024.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

EC16 - Partner with community to develop and promote events.

OR12 - Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

N/A

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009

Holidays Act 1983

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council's actions are consistent with previous resolutions.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Council has been invited to nominate special and show holidays for 2025 in line with the requirements of the *Holidays Act 1983*. Holidays appointed in respect of an annual agricultural, horticultural, or industrial show are public holidays and those appointed for an event which has

significance to a particular district are bank holidays. Upon Ministerial approval these nominated days will be published in the Queensland Government Gazette. Nomination/s for show or special holidays are to be made by completing the 2025 Special Holiday request form and submitting via email no later than Friday, 12 July 2024.

ATTACHMENTS**Nil**

10.2 IN-KIND SUPPORT - BACONFEST 2024**File Number: 19-06-2024****Author: Coordinator Executive Services****Authoriser: Chief Executive Officer****PRECIS**

In-Kind Support for the 2024 BaconFest.

SUMMARY

Council has received correspondence from the BaconFest Committee requesting in-kind assistance towards their 2024 event. The request of assistance exceeds the limits in which in-kind is recognised in the Community Grant Program Policy.

The Committee are seeking in-kind support in the following;

- Glendon Street (Council side) closed from 6am Friday 16th August 2024 – (pending approval from business owners)
- Glendon Street (Café side) closed from 4pm Friday 16th August 2024
- Glendon Street Circular Place and SBRC rear carparks closed from 1pm Friday 16th August 2024 – subject to business consultation. Areas where stages are to be erected to be cordoned off with witches' hats from 6am Friday 16th August 2024 (one in each carpark).
- Closing of Alford Street from 4pm on Friday 16th August 2024.
- Re-open Alford and Glendon Street, Lard Lane and all carparks by midnight on Sunday 18th August 2024.
- SBRC office closed from 4pm Friday 16th August 2024
- Library closed Saturday 17th August 2024
- Cleaning and beautification of the Kingaroy CBD and surrounding parks and gardens in the lead up to the weekend of Kingaroy BaconFest.
- Cleaning of restrooms in Circular Place, Forecourt and Town hall x 3 on Saturday and x 3 on Sunday (BaconFest to cover the additional cleaning for Covid requirements). Please provide cleaning contract detail to BaconFest.
- Two x 10 cubic metre skip bin for cardboard to be delivered AM Friday 16th August 2024
- 40 x 240litre wheelie bins to be delivered AM Friday 16th August 2024. (BaconFest to hire an additional 60 x 240litre wheelie bins from JJ Richards) in bin drop off area.
- Garbage truck pick up at 1PM on Saturday 17th August 2024
- Garbage truck pick up at 6AM on Sunday 18th August 2024
- Garbage truck pick up at 6AM on Monday 19th August 2024
- Removal of the skip bin at 6 AM on Monday 19th August 2024
- Removal of the 40 x 240litre wheelie bins at 6 AM on Monday 19th August 2024
- Approval to put 'bacon signage' on 8 power poles (supported by Ergon Energy) from Thursday 1st to Tuesday 20th August 2024.
- Public notice for noise associated with the helicopter scenic rides – conducted on the land in Alford Street owned by PCA during Saturday 17th and Sunday 18th August 2024.
- Use of the Variable Message Sign for road closures and assistance with the design of the parking map.
- TMP
- 2 x Solar Lights for entrances

-
- Sponsorship of Wakka Wakka Dancers for Welcome to Country.
-

OFFICER'S RECOMMENDATION

That South Burnett Regional Council approve the requested in-kind assistance to the 2024 BaconFest subject to available resources including assistance with the TMP to be prepared after Community Engagement with the surrounding and affected businesses.

FINANCIAL AND RESOURCE IMPLICATIONS

Services will be provided by a combination of Council staff and external contractors. Provision of the requested in-kind support is expected to cost in the vicinity of 10,000.

LINK TO CORPORATE/OPERATIONAL PLAN

ENHANCING LIVEABILITY AND LIFESTYLE

EC16 Partner with community to develop and promote events.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

BaconFest committee members have meet with Council representatives to outline in-kind requests.

Community consultation and advertising will be required to advise the community of proposed closures.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Road closures will be undertaken in accordance with legislative requirements. Services requests are be provided in line with core business activities.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The request of assistance exceeds the limits in which in-kind is recognised in the Community Grant Program Policy, therefore the request is presented to Council for approval.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Council has received correspondence from the BaconFest Committee requesting in-kind assistance towards their 2024 event. The request of assistance exceeds the limits in which in-kind is recognised in the Community Grant Program Policy.

ATTACHMENTS

Nil

11 FINANCE & CORPORATE

11.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL WATER RESTRICTIONS POLICY - STRATEGIC015

File Number: 19-Jun-2024
Author: Coordinator Corporate
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Water Restrictions Policy – Strategic015.

SUMMARY

South Burnett Regional Council ('Council') has developed this policy to set guidelines for implementing water restrictions.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Water Restrictions Policy – Strategic015 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2023/2024	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Water Restrictions Policy – Strategic015 has been reviewed by Water and Wastewater and Corporate Governance and Strategy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

- Environmental Protection Act 1994*
- Planning Act 2016*
- State Penalties Enforcement Act 1999*
- State Penalties Enforcement Regulation 2014*
- Water Act 2007*

Water Supply (Safety and Reliability) Act 2008

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

The purpose of this policy is to set guidelines for implementing water restrictions throughout South Burnett Regional Council.

ATTACHMENTS

- 1. **Water Restrictions Policy - Strategic015**  



POLICY CATEGORY - NUMBER: Strategic015

POLICY OWNER: Water & Wastewater

ECM ID: 2802616

ADOPTED:

Water Restrictions Policy

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

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1. POLICY STATEMENT

The purpose of this policy is to set guidelines for implementing water restrictions throughout South Burnett Regional Council ('Council').

2. SCOPE

This policy applies to all commercial, industrial, domestic and government users of potable water supplied by Council.

3. GENERAL INFORMATION

Council may restrict water supply to users pursuant to the *Water Supply (Safety and Reliability) Act 2008*.

3.1. Level of Water Restrictions

The level of water restrictions will be based on the available storage volumes and categorised according to available surface storage volume, available bore yields and available plant capacity. The level of restrictions will be determined on a scheme-by-scheme basis. Restrictions imposed are to be reasonable and not cause unnecessary community hardship.

3.2. Variations and Exemptions to Water Restrictions

Applications for exemptions from water restrictions or variations to watering start/finish times must be made using Council's Water Restriction Concession Application.

Council's Manager Water and Wastewater is authorised to approve applications for variations to the standard watering start/finish times which do not involve an increase in the total allowable watering time per week for each level of restriction. Details of approvals shall be provided in writing to the applicant and any approval to vary the standard watering start/finish times will be recorded in Council's records. Council's Manager Water and Wastewater is authorised to approve applications for short term exemptions from the imposed watering periods allowable for each level of restriction. Details of approvals will be provided in writing to the applicant and will be recorded in Council's records.

3.3. Infringement Notices

It is an offence for a person to contravene a water restriction pursuant to the *Water Supply (Safety and Reliability) Act 2008*. An infringement notice may be issued by Council for contravening a water restriction pursuant to the *State Penalties Enforcement Act 1999* and the *State Penalties Enforcement Regulation 2014*.

3.4. Water Restriction Schedules

Residential Water Restrictions						
Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Gardens, lawns and landscaping of residential dwelling	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-9.00am & 5.00pm-8.00pm April to September; and 5.00am-8.00am & 6.00pm-9.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-8.00am & 5.00pm-7.00pm April to September; and 5.00am-7.00am & 6.00pm-8.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-7.00am & 5.00pm-6.00pm April to September; and 6.00am-7.00am & 7.00pm-8.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>Watering restricted to handheld hoses & permitted drip irrigation systems within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday</p> <ul style="list-style-type: none"> 5.00pm-6.00pm April to September; and 7.00pm-8.00pm October to March. <p>Sprinklers & sprinkler irrigation systems not permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>Watering is permitted with a bucket filled directly from tap only within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 5.00pm-6.00pm April to September; and 7.00pm-8.00pm October to March. <p>Use of all water devices are not permitted (excluding buckets)</p> <p>Watering lawns is not permitted</p>	<p>Total ban on all outdoor use of water</p> <p>Watering of new and established gardens, lawns and landscaping is not permitted</p>

Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Filling / topping up of swimming pools & spas	Permitted during watering times	Permitted during watering times	Permitted during watering times	Permitted during watering times	Not permitted unless from an alternative water source	Not permitted unless from an alternative water source
Washing of vehicle/ house/ windows/ boat House and roof washing / hosing of hard surface areas (other than by a commercial service provider)	Permitted during watering times	Permitted during watering times	Permitted during watering times	Permitted during watering times	Not permitted	Not permitted
Water toys & filling / topping up off fountains/ponds	Permitted during watering times	Permitted during watering times	Permitted during watering times	Prohibited at all times	Prohibited at all times	Prohibited at all times

Policy Name: Water Restrictions Policy
ECM ID: 2802616

Adoption Date:

Next Review Date: June 2026

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Exemptions	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Watering of new gardens, lawns and landscaping	Exemption application required <ul style="list-style-type: none"> 1 hour on day of establishment (excl. Mondays) attended hand-held hose during nominated times 1 hour daily for 2 week period excluding Mondays during nominated times	Exemption application required <ul style="list-style-type: none"> 1 hour on day of establishment (excl. Mondays) attended hand-held hose during nominated times 1 hour daily for 2 week period excluding Mondays during nominated times	Exemption application required <ul style="list-style-type: none"> 1 hour on day of establishment (excl. Mondays) attended hand-held hose during nominated times 1 hour daily for 2 week period excluding Mondays during nominated times	No exemptions will be issued	No exemptions will be issued	No exemptions will be issued
Exemptions	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Other Purposes	Subject to individual application to Council. Must display a Council approved sign	Subject to individual application to Council. Must display a Council approved sign	Subject to individual application to Council. Must display a Council approved sign	Subject to individual application to Council. Must display a Council approved sign	Subject to individual application to Council. Must display a Council approved sign	Subject to individual application to Council. Must display a Council approved sign

Commercial and non-residential Water Restrictions						
Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Gardens, lawns and landscaping of commercial and non-residential premises	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-9.00am & 5.00pm-8.00pm April to September; and 5.00am-8.00am & 6.00pm-9.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-8.00am & 5.00pm-7.00pm April to September; and 5.00am-7.00am & 6.00pm-8.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>All watering devices are permitted within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 6.00am-7.00am & 5.00pm-6.00pm April to September; and 6.00am-7.00am & 7.00pm-8.00pm October to March. <p>Sprinklers are permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>Watering restricted to hand held hoses & permitted drip irrigation systems within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 5.00pm-6.00pm April to September; and 7.00pm-8.00pm October to March. <p>Sprinklers & sprinkler irrigation systems not permitted</p> <p>Buckets at any time excluding Mondays</p>	<p>Watering is permitted with a bucket filled directly from tap only within the following times:</p> <p>ODD numbered and unnumbered properties Tuesday, Thursday & Saturday</p> <p>EVEN numbered properties Wednesday, Friday & Sunday:</p> <ul style="list-style-type: none"> 5.00pm-6.00pm April to September; and 7.00pm-8.00pm October to March. <p>Use of all water devices are not permitted (excluding buckets)</p> <p>Watering lawns is not permitted</p>	<p>Total ban on all outdoor use of water</p> <p>Watering of new and established gardens, lawns and landscaping is not permitted</p>

Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Council parks, road reserves other than Parks and Gardens of significance and heritage gardens (as determined by Council)	Council parks and road reserves can be watered as per Council's WEMP	Council parks and road reserves can be watered as per Council's WEMP	Council parks and road reserves can be watered as per Council's WEMP	Council parks and road reserves can be watered as per Council's WEMP	Council parks and road reserves can be watered as per Council's WEMP	Council parks and road reserves can be watered as per Council's WEMP
Sports Grounds – active playing surfaces only	Active playing surfaces can be watered to allow competitive sport and/or to maintain ability to be used for the intended active purpose during residential watering times	Active playing surfaces can be watered to allow competitive sport and/or to maintain ability to be used for the intended active purpose during residential watering times	Active playing surfaces can be watered to allow competitive sport and/or to maintain ability to be used for the intended active purpose during residential watering times	Active playing surfaces can be watered to allow competitive sport and/or to maintain ability to be used for the intended active purpose during residential watering times	Watering of active playing surfaces is not permitted unless using an alternative water source	Watering of active playing surfaces is not permitted unless using an alternative water source
Nurseries, turf farms and market gardens (commercial stock & production areas)	Nurseries, turf farms and market gardens can be watered during residential watering times	Nurseries, turf farms and market gardens can be watered during residential watering times	Nurseries, turf farms and market gardens can be watered during residential watering times	Nurseries, turf farms and market gardens can be watered during residential watering times	Nurseries, turf farms and market gardens can not be watered unless using an alternative water source	Nurseries, turf farms and market gardens can not be watered unless using an alternative water source
Commercial window, building façade and roof cleaning/painting and resurfacing	Washing permitted	Washing permitted	Washing permitted	Washing permitted if undertaken with a high-pressure water cleaning unit connected to a trigger nozzle	Washing permitted if undertaken with buckets filled directly from a tap or if using an alternative water source	Not permitted

Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Animal Husbandry (stock, pets, kennels, pounds or agricultural premises)	Water use is permitted at any time for animal welfare and survival	Water use is permitted at any time for animal welfare and survival	Water use is permitted at any time for animal welfare and survival	Water use is permitted at any time for animal welfare and survival	Water use is permitted at any time for animal welfare and survival	Water use is permitted at any time for animal welfare and survival
Cleaning paved areas (streets, driveways, commercial buildings, synthetic playing surfaces)	Permitted during watering times. Must be undertaken with a high-pressure water cleaning unit connected to a trigger nozzle. Cleaning with a bucket permitted at any time	Permitted during watering times. Must be undertaken with a high-pressure water cleaning unit connected to a trigger nozzle. Cleaning with a bucket permitted at any time	Permitted during watering times. Must be undertaken with a high-pressure water cleaning unit connected to a trigger nozzle. Cleaning with a bucket permitted at any time	Permitted during watering times. Must be undertaken with a high-pressure water cleaning unit connected to a trigger nozzle. Cleaning with a bucket permitted at any time	Hosing of paved areas is prohibited other than in the event of, or where there is a risk of accident, fire, hazard to health, safety or environment and then may only be undertaken with a bucket	Hosing of paved areas is prohibited other than in the event of, or where there is a risk of accident, fire, hazard to health, safety or environment and then may only be undertaken with a bucket
Miscellaneous use of water from Council's standpipe	Permitted	Permitted	Permitted	Permitted for domestic use only	Permitted for domestic use only	Permitted for emergency domestic use only
Miscellaneous use of potable water as a business activity	Exemptions to the restrictions may be obtained which may include the requirement for a WEMP and displaying of Council approved sign	Exemptions to the restrictions may be obtained which may include the requirement for a WEMP and displaying of Council approved sign	Exemptions to the restrictions may be obtained which may include the requirement for a WEMP and displaying of Council approved sign	Exemptions to the restrictions may be obtained which may include the requirement for a WEMP and displaying of Council approved sign	Exemptions to the restrictions may be obtained which may include the requirement for a WEMP and displaying of Council approved sign	Not permitted

Permitted Uses	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Vehicle washing (Mobile and fixed detailers, community fundraising, commercial/business vehicles)	Permitted during watering times	Permitted during watering times	Permitted during watering times	Permitted during watering times	Permitted if undertaken with buckets filled directly from a tap or using an alternative water source	Not permitted
Development sites, estates, commercial construction and related activities and road construction	Dust suppression undertaken must be in accordance with an approved Environmentally Relevant Activity licence under the <i>Planning Act 2016</i> or the <i>Environmental Protection Act 1994</i> or Council Development permit. Targets for reduced use of potable water and substitute use of recycled water or other alternative source will apply as agreed by Council	Dust suppression undertaken must be in accordance with an approved Environmentally Relevant Activity licence under the <i>Planning Act 2016</i> or the <i>Environmental Protection Act 1994</i> or Council Development permit. Targets for reduced use of potable water and substitute use of recycled water or other alternative source will apply as agreed by Council	Dust suppression undertaken must be in accordance with an approved Environmentally Relevant Activity licence under the <i>Planning Act 2016</i> or the <i>Environmental Protection Act 1994</i> or Council Development permit. Targets for reduced use of potable water and substitute use of recycled water or other alternative source will apply as agreed by Council	Dust suppression undertaken must be in accordance with an approved Environmentally Relevant Activity licence under the <i>Planning Act 2016</i> or the <i>Environmental Protection Act 1994</i> or Council Development permit. Targets for reduced use of potable water and substitute use of recycled water or other alternative source will apply as agreed by Council	Dust suppression undertaken must be in accordance with an approved Environmentally Relevant Activity licence under the <i>Planning Act 2016</i> or the <i>Environmental Protection Act 1994</i> or Council Development permit. Targets for reduced use of potable water and substitute use of recycled water or other alternative source will apply as agreed by Council	Not permitted unless using an alternative water source

Exemptions	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Watering of new gardens, lawns and landscaping	Exemption application required: <ul style="list-style-type: none"> 1 hour on day of establishment attended hand-held hose during nominated times; and 1 hour daily for 2 week period excluding Mondays during nominated times. Must display a Council approved sign	Exemption application required: <ul style="list-style-type: none"> 1 hour on day of establishment attended hand-held hose during nominated times; and 1 hour daily for 2 week period excluding Mondays during nominated times. Must display a Council approved sign	Exemption application required: <ul style="list-style-type: none"> 1 hour on day of establishment attended hand-held hose during nominated times; and 1 hour daily for 2 week period excluding Mondays during nominated times. Must display a Council approved sign	No exemptions will be issued	No exemptions will be issued	No exemptions will be issued
Sports Grounds – active playing surfaces only	Exemption application required. Must display a Council approved sign	Exemption application required. Must display a Council approved sign	Exemption application required. Must display a Council approved sign	Exemptions to the restrictions may be obtained from Council which will include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which will include the requirement for a WEMP and display a Council approved sign	No exemptions will be issued
Nurseries, turf farms and market gardens (commercial stock & production areas)	Exemption application required. Must display a Council approved sign	Exemption application required. Must display a Council approved sign	Exemption application required. Must display a Council approved sign	Exemptions to the restrictions may be obtained from Council which will include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which will include the requirement for a WEMP and display a Council approved sign	No exemptions will be issued

Exemptions	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Vehicle washing (Mobile and fixed detailers, community fundraising, commercial/business vehicles)	Exemptions to the restrictions may be obtained from Council which may include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which may include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which may include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which may include the requirement for a WEMP and display a Council approved sign	Exemptions to the restrictions may be obtained from Council which may include the requirement for a WEMP and display a Council approved sign	No exemptions will be issued
Residential construction activity	Exemption application required	Exemption application required	Exemption application required	Exemption application required	Exemption application required	Exemption application required

No restrictions apply in the event where there is risk of an accident, fire, hazard to health, safety or environment.

TRIGGER POINTS						
	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Kingaroy/Blackbutt/Proston/Proston Rural Scheme/Boondooma Tourist Park						
Characteristics of available water supply to impose restrictions	Boondooma Dam – 100% capacity /100% announced allocation	Boondooma Dam – 75% capacity /80% announced allocation	Boondooma Dam – 35% capacity – 2 years supply remaining / 75% announced allocation	Boondooma Dam – 25% capacity – 10 months supply remaining/ 65% announced allocation	Boondooma Dam – 20% capacity/ 55% announced allocation	Boondooma Dam – 15% capacity/ 50% announced allocation
Trigger point to lift restrictions		Boondooma Dam 90% capacity	Boondooma Dam 80% capacity	Boondooma Dam 45% capacity	Boondooma Dam 35% capacity	Boondooma Dam 25% capacity
Murgon/Wondai/Tingoora/Yallakool Tourist Park						
Characteristics of available water supply to impose restrictions	Bjelke-Petersen Dam - 100% capacity /100% announced allocation	Bjelke-Petersen Dam - 80% capacity /100% announced allocation	Bjelke-Petersen Dam - 20% capacity /100% announced allocation	Bjelke-Petersen Dam - 10% capacity 2 years supply remaining /<100% announced allocation	Bjelke-Petersen Dam - 5% capacity 10 months supply remaining /<100% announced allocation	Bjelke-Petersen Dam - 2% capacity /<100% announced allocation
Trigger point to lift restrictions		Bjelke-Petersen Dam 90% capacity	Bjelke-Petersen Dam 40% capacity	Bjelke-Petersen Dam 25% capacity	Bjelke-Petersen Dam 15% capacity	Bjelke-Petersen Dam 5% capacity

	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Wooroolin Bores						
Characteristics of available water supply to impose restrictions	Reduction in bore/treatment plant capacity of 10% with a likely duration of >5 days/standing water level <10 m	Reduction in bore/treatment plant capacity of 15% with a likely duration of >5 days/standing water level 16–22 m	Reduction in bore/treatment plant capacity of 30% with a likely duration of >5 days/standing water level 22-30 m	Reduction in bore/treatment plant capacity of 45% with a likely duration of >5 days/standing water level 30-50 m	Reduction in bore/treatment plant capacity of 60% with a likely duration of >5 days/standing water level 30-50 m	Reduction in bore/treatment plant capacity of 75% with a likely duration of >5 days/standing water level > 50 m
Trigger point to lift restrictions		Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels
Kumbia Bores						
Characteristics of available water supply to impose restrictions	Reduction in bore/treatment plant capacity of 10% with a likely duration of >5 days/standing water level <6 m	Reduction in bore/treatment plant capacity of 15% with a likely duration of >5 days/standing water level 9–12 m	Reduction in bore/treatment plant capacity of 30% with a likely duration of >5 days/standing water level 12-15 m	Reduction in bore/treatment plant capacity of 45% with a likely duration of >5 days/standing water level 15-18 m	Reduction in bore/treatment plant capacity of 60% with a likely duration of >5 days/standing water level 18-20 m	Reduction in bore/treatment plant capacity of 75% with a likely duration of >5 days/standing water level > 20 m
Trigger point to lift restrictions		Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels
Nanango Bores						
Characteristics of available water supply to impose restrictions	Reduction in bore/treatment plant capacity of 10% with a likely duration of >5 days/standing water level <8 m	Reduction in bore/treatment plant capacity of 15% with a likely duration of >5 days/standing water level 9–11.5 m	Reduction in bore/treatment plant capacity of 30% with a likely duration of >5 days/standing water level 11.5-14 m	Reduction in bore/treatment plant capacity of 45% with a likely duration of >5 days/standing water level 14-17 m	Reduction in bore/treatment plant capacity of 60% with a likely duration of >5 days/standing water level 17-20 m	Reduction in bore/treatment plant capacity of 75% with a likely duration of >5 days/standing water level > 20 m
Trigger point to lift restrictions		Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels	Bore yield returns to normal levels

	Water Conservation Level 1	Water Conservation Level 2	Water Conservation Level 3	Water Conservation Level 4	Water Conservation Level 5	Water Conservation Level 6
Target Consumption	Litres/Person/Day 220	Litres/Person/Day 180	Litres/Person/Day 160	Litres/Person/Day 140	Litres/Person/Day 120	Litres/Person/Day 80
Blackbutt Irrigators allowance of 100 megalitres shared between 3 irrigators and Blackbutt Golf Club						
Characteristics of available water supply to impose restrictions	Boondooma Dam – 100% capacity /100% announced allocation	Boondooma Dam – 75% capacity /80% announced allocation	Boondooma Dam – 35% capacity – 2 years supply remaining/75% announced allocation 70% of agreed irrigation allocation	Boondooma Dam – 25% capacity – 10 months supply remaining/65% announced allocation 50% of agreed irrigation allocation	Boondooma Dam – 20% capacity/ 55% announced allocation 25% of agreed irrigation allocation	Boondooma Dam – 15% capacity/ 50% announced allocation 0% of agreed irrigation allocation
Trigger point to lift restrictions		Boondooma Dam 90% capacity	Boondooma Dam 80% capacity	Boondooma Dam 45% capacity	Boondooma Dam 35% capacity	Boondooma Dam 25% capacity
Proston Rural Scheme Rural Producers						
Characteristics of available water supply to impose restrictions	Boondooma Dam – 100% capacity /100% announced allocation	Boondooma Dam – 75% capacity /80% announced allocation	Boondooma Dam – 35% capacity – 2 years supply remaining/75% announced allocation	Boondooma Dam – 25% capacity – 10 months supply remaining/65% announced allocation. Rural Producers to be notified to prepare for destocking	Boondooma Dam – 20% capacity/55% announced allocation. Rural Producers to be notified to commence destocking	Boondooma Dam – 15% capacity/ 50% announced allocation. Zero stock water available
Trigger point to lift restrictions		Boondooma Dam 90% capacity	Boondooma Dam 80% capacity	Boondooma Dam 45% capacity	Boondooma Dam 35% capacity	Boondooma Dam 25% capacity

4. DEFINITIONS

Active playing surface means sporting fields located within schools, universities, technical colleges, learning centres, childcare centres and sporting fields (with sporting fields).

Allotted watering days means:

- odd numbered and unnumbered properties: Tuesday, Thursday and Saturday; and
- even numbered properties: Wednesday, Friday and Sunday.

Alternative Water Source means water that is not from a South Burnett Regional Council water supply source, such as a private bore, dam or creek.

Bjelke-Petersen Dam Capacity means 10% = two (2) years supply, 5% = 10 months' supply, dead pool storage is 1,000 megalitres.

Boondooma Dam Capacity means 35% = two (2) years supply, 25% = 10 months' supply, dead pool storage is 8360 megalitres which Sunwater can access via floating pumps.

Bucket means any container, including a watering can, with a maximum capacity of 15 litres.

Bucket Watering means watering from a handheld bucket that is filled directly from a fixed tap and carried to plants.

Commercial and non-residential premise means businesses, government and local government premises, private training centres, institutions, nursing homes, public/private hospitals, retirement villages, caravan parks, churches, convents, halls, showgrounds, neighbourhood centres, shopping centres, sporting clubs (no sporting fields), medical/dental clinics, transport depots, nurseries, market gardens, turf farms, schools, technical colleges, universities, learning centres, conference centres, childcare centres, parks and gardens of significance, heritage gardens and corporate parks.

Council approved sign means signs that comply with the standard signage issued by Council and displays the appropriate permit or approval number if a permit or approval number has been issued as part of the approval process.

Domestic use means for internal household use.

Exemption means the applicant can use water outside of watering restrictions for the period and uses stated on the exemption. All exemptions are subject to the approval of Council's Manager Water and Wastewater.

Handheld hose means a hose fitted with a trigger nozzle and only held by hand. This includes the use of a pressure cleaning device.

High pressure water cleaning unit means a machine which has a pump to increase the pressure of the water delivered from a trigger nozzle, forming part of the device.

Not permitted means water must not have been taken from Council's water supply but an alternate water source may be used.

Paved area means any roadway, footpath, driveway or other area with a concrete, asphalt, brick, pavers, tile, bitumen or similar surface.

Permitted Drip Irrigation System means an irrigation system with drippers which have a discharge rate not greater than eight (8) litres/hour with a maximum rate of the complete irrigation system of five (5) litres/minute. The system must be attached to a timer shutoff.

Residential construction activity means non-commercial, outdoor building and home improvement activities.

Residential dwelling means houses (single dwellings) townhouses, multi-unit development, flats, boarding houses and hostels.

Sprinkler irrigation system means any system that sprinkles or sprays water, including sprinklers, soaker hoses and microsprays.

Target consumption means litres per person per day exceeded greater than five (5) days moving to next level.

Timer shutoff means a device which can be set to close off flow of water at either a specific time or period elapsed since commencement. This includes both manual and automatic devices.

Trigger or twist action nozzle means a nozzle, controlled by a trigger, button, twist action or similar mechanism which must be controlled by hand for water to flow.

Vehicle washing in permanent commercial premise means vehicle service centres, motor vehicle dealerships, bay car wash, self-serve car wash and automatic car wash machines.

Water demand management means the adoption of policies by a water service provider designed to influence the demand for water in ways that recognise the value of water as a community resource.

Watering devices means hoses, hand-held hoses, sprinklers, soaker hoses, sprinkler irrigation systems, drip irrigation systems and pressure cleaners.

Water Efficiency Management Plan (WEMP) means a document prepared for a particular property or activity that defines water efficient practices appropriate to that property or activity which will achieve the required reduction in water consumption. The document defines the permitted water practices that will be applicable to that property or activity.

Water restrictions means regulations introduced to decrease water consumption to ensure that water supply can be sustained, considering volume, quality or supply constraints.

Water supply capacity means the total volume of water Council is able to supply at a sustainable rate. This may be expressed as a percentage by combining all supply sources for each community.

Water toys means any toy that is operated by running water supplied by a hose and used for recreational purposes.

5. LEGISLATIVE REFERENCE

Environmental Protection Act 1994 (Qld)

Planning Act 2016 (Qld)

State Penalties Enforcement Act 1999 (Qld)

State Penalties Enforcement Regulation 2014 (Qld)

Water Act 2007 (Cth)

Water Supply (Safety and Reliability) Act 2008 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Water Restrictions Concession Application

7. NEXT REVIEW

As prescribed by legislation or June 2026

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	New Policy – Resolution 2021/415	30 June 2021	2802616
2	Administrative amendments – organisational structure review – resolution 2022/432	27 April 2022	2802616
3	Review of Policy		2802616

Mark Pitt PSM

CHIEF EXECUTIVE OFFICER

Date:

11.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CONTACT WITH A LOBBYIST POLICY - STATUTORY049

File Number: 19-Jun-2024
Author: Coordinator Corporate
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Contact with a Lobbyist Policy – Statutory049.

SUMMARY

South Burnett Regional Council ('Council') has developed this policy to provide ethical guidance to assist Council representatives in better decision making where lobbyists have contacted Council, and to outline Council's position in relation to the management of lobbyists who contact Council representatives.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Contact with a Lobbyist Policy – Statutory049 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2023/2024	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Contact with a Lobbyist Policy – Statutory049 has been reviewed by Corporate Governance and Strategy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

- Architects Act 2002*
- Integrity Act 2009*
- Legal Professional Act 2007*
- Local Government Act 2009*
- Planning Act 2016*

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

The purpose of this policy is to provide ethical guidance to assist Council representatives in better decision making where lobbyists have contacted Council and to outline Council’s position in relation to the management of lobbyists who contact Council representatives.

ATTACHMENTS

- 1. **Contact with a Lobbyist Policy - Statutory049** [↓](#) 



POLICY CATEGORY - NUMBER: Statutory049
POLICY OWNER: Corporate, Governance & Strategy
ECM ID: 2607683
ADOPTED:

Contact with a Lobbyist Policy

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

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1. POLICY STATEMENT

The purpose of this policy is to provide ethical guidance to assist South Burnett Regional Council ('Council') representatives in better decision making where lobbyists have contacted Council, and to outline Council's position in relation to the management of lobbyists who contact Council representatives.

2. SCOPE

This policy applies to Council representatives.

3. GENERAL INFORMATION

Council representatives may be approached or lobbied by members of the community in relation to a range of issues. Council recognises that ethical lobbying is a legitimate activity and an important part of the democratic process. Lobbyists can help individuals and organisations communicate their views on matters of public interest to Council, and in doing so improve outcomes for the community. It is Council's aim to ensure all decisions are legal, ethical and impartial in line with the local government principles.

In accordance with the *Integrity Act 2009* ('Act'), Lobbyists who act on behalf of third-party clients must register with the Queensland Integrity Commission before they can contact a Council representative for the purpose of lobbying activities. Council must provide information to the Integrity Commissioner to ensure any contact has been properly recorded by lobbyists on the Queensland Register of Lobbyists.

Council representatives must not knowingly meet with anyone who is not a registered lobbyist if that person or organisation intends to carry out a lobbying activity on behalf of a third party. If a Council representative becomes aware that the lobbyist is not registered, Council is required to advise the Integrity Commission as soon as practicable.

Pursuant to the Act, for two (2) years after a person becomes a former senior government representative, the person must not carry out a related lobbying activity for a third-party client.

3.1. Dealing with Lobbyists

Council representatives must ensure that their meetings with lobbyists comply with the requirements of the Act. It may not always be evident whether employees of lobbyists or consultants come within the scope of the Act. When a lobbyist or their representative requests a meeting, the Council representative must:

- inform them that Council is bound by the Act;
- ask them if they or others attending the meeting are a lobbyist and if so, ask if they registered on the Queensland Register of Lobbyists;
- ask if any other representatives attending were senior government representatives within the past two (2) years and if yes, ask if they are registered on the Queensland Register of Lobbyists;
- check and ensure that they are on the Queensland Register of Lobbyists.

If the person seeking to carry out lobbying activities is not a registered lobbyist, and the Council representative has reasonable suspicion that the entity is carrying out a lobbying activity, Council representatives must decline to have further contact with them until they are included on the Queensland Register of Lobbyists.

3.2. Checking the Register of Lobbyists

Council representatives are encouraged to check that the details provided by the lobbyist are correct by checking the Queensland Register of Lobbyists to confirm that the person and client in question are listed.

3.3. Recording Contact with a Lobbyist

Council is required under the Act to keep a record of all contact with lobbyists for reporting to the Integrity Commissioner.

All Council representatives are to take responsibility for reporting their contact with lobbyists to the Manager Corporate, Governance & Strategy for recording in Council's Lobbyist Register.

Information required to be reported includes:

- date of contact;
- name and title of Council representative;
- method of contact;
- purpose of contact;
- list of all other public officials present;
- name of registered lobbyist firm (including all lobbyists present);
- client of lobbyist (including the names of all present);
- brief description of the issue; and
- outcome from the contact.

A Council representative who knowingly and intentionally participates in lobbying activities with a person who is not on the Queensland Register of Lobbyists may be deemed to have breached of the Act.

4. DEFINITIONS

Act means the *Integrity Act 2009*.

Contact means but not limited to telephone contact, email contact, written correspondence contact, social media messaging and face-to-face meetings.

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

Former senior government representative means one of the following people:

- a Councillor;
- a public sector officer, who was a chief executive, senior executive or senior executive equivalent; and
- is no longer a government representative.

Government representative means one of the following people:

- a Councillor; or
- a public sector officer.

Incidental lobbying activities means if the entity undertakes or carries on a business primarily intended to allow individuals to undertake, a technical or professional occupation in which lobbying activities are occasional only and incidental to the provision of professional or technical services. For example, an entity carrying on the business of providing architectural services as, or by using, a practising architect under the *Architects Act 2002*.

Lobbyist means a person or entity or body that carries out lobbying activity on behalf of a third-party client, or whose employees or contractors do so, based on the payment of a fee or other reward for carrying out the lobbying activity.

None of the following entities (including their employees) is a lobbyist:

- a non-profit entity;
- an entity constituted to represent the interests of its members; examples - an employer group, a trade union, a professional body, e.g., the Queensland Law Society;
- members of trade delegations visiting Queensland;
- an entity carrying out incidental lobbying activities e.g., accountant or architect; or
- an entity carrying out a lobbying activity only for the purpose of representing the entity's own interests.

Lobbying activity means contact with a Council representative in an effort to influence Council decision-making, including:

- the making or amendment of legislation; and
- the development or amendment of a government policy or program; and
- the awarding of a contract or grant; and
- the allocation of funding; and
- the making of a decision about planning or giving of a development approval under the *Planning Act 2016*.

Lobbyist code of conduct means the code, approved under of the Act, of conduct for lobbyists in relation to lobbying activities.

Public sector officer means the chief executive of, or a person employed by, one of the following entities:

- a department;
- a public service office;
- a registry or other administrative office of a court or tribunal; and/or
- a local government;

Queensland Register of Lobbyists means the register, kept under *Section 49*, of lobbyists registered under the Act, maintained by the Queensland Integrity Commissioner.

Related lobbying activity means a lobbying activity relating to a former senior government representative's official dealing as a government representative in the two years before becoming a former senior government representative.

Senior executive equivalent means an employee, other than a chief executive, whose remuneration is equal to or greater than the remuneration payable to a senior executive.

Statutory application means an application under Legislation that is considered and decided by a Council representative under that Legislation.

Third party client means an entity that engages another entity to provide services constituting, or including, a lobbying activity for a fee or other reward that is agreed to before the other entity provides the services.

5. LEGISLATIVE REFERENCE

Architects Act 2002 (Qld)

Integrity Act 2009 (Qld)

Legal Professional Act 2007 (Qld)

Local Government Act 2009 (Qld)

Planning Act 2016 (Qld)

6. RELATED DOCUMENTS

Code of Conduct for Councillors in Queensland

South Burnett Regional Council Employee Code of Conduct – Statutory011

7. NEXT REVIEW

As prescribed by legislation or June 2026

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Councillor Contact with Lobbyists, Developers and Submitters	21 September 2010	930966
2	Title change: Contact with a Lobbyist Policy	19 April 2017	2342459
3	Scheduled Review	17 July 2019	2607680
4	Administrative change replacing Manager Social & Corporate Performance with Manager Corporate Services as per Council Resolution 2021/296	24 March 2021	2607683
5	Review of Policy – Resolution 2021/43	28 July 2021	2607683
6	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	2607683
7	Review of Policy		2607683

Mark Pitt PSM

CHIEF EXECUTIVE OFFICER

Date:

11.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RELATED PARTY DISCLOSURE POLICY - STATUTORY057

File Number: 19-Jun-2024
Author: Coordinator Corporate
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Related Party Disclosure Policy – Statutory057.

SUMMARY

South Burnett Regional Council ('Council') has developed this policy to provide assistance to Council representatives in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by them in accordance with AASB 124.

OFFICER’S RECOMMENDATION

That the South Burnett Regional Council Related Party Disclosure Policy – Statutory057 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council’s annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2023/2024	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council’s policies, procedures, forms, and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Arts, Related Party Disclosure Policy – Statutory057 has been reviewed by Corporate Governance and Strategy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

- Accounting Standard AASB 124 Related Party Disclosures
- Information Privacy Act 2009
- Local Government Act 2009
- Local Government Regulation 2012
- Right to Information Act 2009

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

The purpose of this policy is to provide Council representatives assistance in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them stipulated under AASB 124.

ATTACHMENTS

- 1. **Related Party Disclosure Policy - Statutory057** [↓](#) 



POLICY CATEGORY - NUMBER: Statutory057
POLICY OWNER: Corporate, Governance & Strategy
ECM ID: 1641223
ADOPTED:

Related Party Disclosure Policy

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

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1. POLICY STATEMENT

The purpose of this policy is to provide South Burnett Regional Council ('Council') representatives assistance in complying with disclosure requirements concerning key management personnel ('KMP'), their close family members and entities controlled or jointly controlled by any of them stipulated under the Australian Accounting Standard 124 ('AASB 124') Related Party Disclosures.

2. SCOPE

This policy applies to Council representatives.

3. GENERAL INFORMATION

Council ensures that the existence of certain related party relationships and related party transactions and information about the transactions, necessary for users to understand the potential effects on the financial statements are properly identified, recorded in Council's systems, and disclosed in Council's general purpose financial statements in compliance with the AASB 124, the *Information Privacy Act 2009* and the *Right to Information Act 2009*.

The *Local Government Regulation 2012* ('Regulation') requires Council to prepare its general-purpose financial statements in compliance with, Australian Accounting Standards and, for the purpose of this policy, the AASB 124.

All KMP must provide a Related Party Declaration which identifies any related party:

- 30 days after a KMP commences their term of office or employment;
- 30 June;
- periodically as changes to related parties occur.

3.1. Related Parties of Council

The following are related parties of Council:

- entities controlled by Council, jointly controlled by Council or over which Council has significant influence;
- KMP of Council are the Mayor, Councillors, Chief Executive Officer ('CEO') and General Managers ('GM'), or persons acting in the CEO or GM positions for a short term period;

- close family members of KMP who may be expected to influence, or be influenced by that person in their dealings with Council; and
- entities that are controlled or jointly controlled by the KMP or their close family members.

3.2. Exclusions

The notification requirements in this section do not apply to:

- related party transactions that are ordinary citizen transactions not assessed as being material; and
- for Councillors, expenses incurred, and facilities provided to a Councillor during the financial year, under Council's Councillors Expenses Reimbursement Policy, the particulars of which are contained in Council's annual report pursuant to the Regulation.

4. DEFINITIONS

Arm's length terms means terms between parties that are reasonable in the circumstances of the transaction that would result from:

- neither party bearing the other any special duty or obligation; and
- the parties being unrelated and uninfluenced by the other; and
- each party having acted in its own interest.

Close family members or **close members of the family** means in relation to a key management person, family members who may be expected to influence, or be influenced by, that key management person in their dealings with Council and include:

- that person's children and spouse or domestic partner;
- children of that person's spouse or domestic partner; and
- dependants of that person or that person's spouse or domestic partner. For the purpose of the AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.

Control means control of an entity is present when there is:

- power over the entity; and
- exposure or rights to variable returns from involvement with the entity; and
- the ability to use power over the entity to affect the amount of returns received, as determined in accordance with AASB 10 *Consolidated Financial Statements*.

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

Joint Control means the contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Joint Venture means an arrangement of which two (2) or more parties have joint control and have right to the net assets of the arrangement.

Joint Venturer means a party to a joint venture that has joint control of that joint venture.

Key Management Personnel means person(s) having authority and responsibility for planning, directing and controlling the activities of Council.

Ordinary Citizen Transactions means transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities. Examples of ordinary citizen transactions assessed to be not material in nature are:

- paying rates and utility charges;
- using Council's public facilities after paying the corresponding fees.

Related Party means a person or entity that is related to Council pursuant to the definition contained in the AASB 124. Examples of related parties of Council are:

- Council subsidiaries;
- KMP;
- close family members of key management personnel;
- entities that are controlled or jointly controlled by KMP or their close family members.

Related Party Transaction means a transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged. Examples of related party transactions are:

- purchases or sales of goods;
- purchases or sales of property and other assets;
- rendering or receiving of services;
- rendering or receiving of goods;
- leases;
- transfers under licence agreements;
- transfers under finance arrangements (example, loans); Financial arrangements are subject to the *Statutory Bodies Financial Arrangements Act 1982*.
- provision of guarantees (given or received); Guarantees are financial arrangements that are subject to the *Statutory Bodies Financial Arrangements Act 1982*.
- commitments to do something if a particular event occurs or does not occur in the future;
- settlement of liabilities on behalf of Council or by Council on behalf of that related party.

Significant Influence means the power to participate in the financial and operating policy decisions of another entity but is not control or joint control of those policies, as determined in accordance with Australian Accounting Standard AASB 128 Investments in Associates and Joint Ventures

5. LEGISLATIVE REFERENCE

Accounting Standard AASB 124 Related Party Disclosures

Information Privacy Act 2009 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

Right to Information Act 2009 (Qld)

6. RELATED DOCUMENTS

Code of Conduct for Councillors in Queensland

7. NEXT REVIEW

As prescribed by legislation or June 2026

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy	17 August 2016	1641223
2	Review of policy	24 November 2021	1641223
3	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	1641223
4	Review of policy		1641223

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

11.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PROCUREMENT POLICY - STATUTORY007

File Number: 19-Jun-2024
Author: Coordinator Corporate
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Procurement Policy – Statutory007.

SUMMARY

South Burnett Regional Council ('Council') has developed this policy to establish the procurement principles Council will follow and apply to all procurement processes and activities.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Procurement Policy – Statutory007 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2023/2024	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Procurement Policy – Statutory007 has been reviewed by Water and Procurement and Corporate Governance and Strategy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

- Corporations Act 2011*
- Human Rights Act 2019*
- Local Government Act 2009*
- Local Government Regulation 2012*
- Public Records Act 2002*

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

The purpose of this policy is to establish the procurement principles South Burnett Regional Council will follow and apply to all procurement processes and activities undertaken by Council.

ATTACHMENTS

- 1. Procurement Policy - Statutory007 [↓](#) 



POLICY CATEGORY - NUMBER: Statutory007
POLICY OWNER: Finance & Sustainability
ECM ID: 2754050
ADOPTED:

Procurement Policy

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

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1. POLICY STATEMENT

This policy establishes the procurement principles South Burnett Regional Council ('Council') will follow and apply to all procurement processes and activities undertaken by Council. The policy has been developed to enable Council to carry out all its procurement in accordance with the prescribed legislative framework and statutory obligations, in an effort to achieve the desired outcomes of its Corporate and Operational Plans.

This policy applies the sound contracting principles and practices as outlined in the *Local Government Act 2009* ('Act') and the *Local Government Regulation 2012* ('Regulation').

2. SCOPE

This policy applies to all Council representatives undertaking procurement activities on behalf of Council.

3. GENERAL INFORMATION

The Procurement Policy provides the framework and rules, by which Council obtains an effective supply of the required goods and services. It seeks to align with the organisational strategy rather than just process orders and acquire goods and services.

To be effective, it is critical Council's procurement function delivers on the following outcomes:

- providing protection to the organisation and Council representatives through the use of robust systems and procedures;
- providing cost efficiencies and control measures throughout the procurement process;
- providing responsive and strategic support in ways that ensures quality goods and reliable services are procured;
- supporting the overall delivery of Council's budget by enabling timely delivery of goods and services and managing the supply chain to mitigate issues such as over and under supply errors;
- ensure effective communication and understanding between Council and its supply base;
- contribute to ensuring Council's continued financial sustainability;
- be flexible and responsive to meeting Council's needs, recognising the need to balance core service delivery with the nature of unexpected circumstances; and

- concentrate on minimising actual, potential and perceived conflicts of interest created due to personal friendships, relationships and associations by immediately reporting any suspected or identified instances of unethical or illegal behaviours.

Council's purchasing activities must:

- ensure value for money with careful recognition of any potential probity issues, ensuring appropriate management practices are in place and Council's representatives are accountable for any purchasing activities in which they undertake;
- ensure procurement methodology provides fit for purpose goods and services and mitigates organisational risk;
- provide reasonable opportunity for Council to support and encourage a competitive local business environment by enacting Council's preference to source goods and services from within the South Burnett region;
- ensure the effective balance of risk and value when determining the level of complexity for each procurement activity to establish reasonable minimum quotation timeframes for suppliers to respond to Council requests for services;
- ensure suppliers are not disadvantaged when quotations are sought for goods while limiting the impact of operational or project deliverables;
- comply with relevant legislation; and
- promote compliance with relevant supervision and reporting that ensures Council is adhering to the appropriate legislation and its preference to support local first.

All Council purchases must be carried out in compliance with the Act and the Regulation.

In order to ensure the Council objectives are met, officers must:

- preserve Council's integrity in the procurement and/or purchasing process to ensure that Council acts and remains beyond reproach in all dealings;
- abide by Council's Code of Conduct and all other applicable policies, procedures and guidelines; and
- adhere to the Sound Contracting Principles as stipulated under the Act and Regulation (including *Section 198* and *Chapter 6* of the Regulation).

3.1. Procurement Principles

Council is committed to ensuring that its procurement is carried out in accordance with the relevant probity and accountability obligations in accordance with the prescribed legislative framework, and its statutory procurement obligations.

Council representatives must conduct their procurement activities with the utmost probity, propriety, transparency, defensibility and accountability.

3.2. Sound Contracting Principles Legislative Framework

All purchasing is represented in a contractual arrangement of one form or another and is governed by contract and other laws and legislative frameworks. All purchasing must have regard to the five (5) Sound Contracting Principles detailed in *Section 104(3)* of the Act.

These principles are:

- value for money; and
- open and effective competition; and
- development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing.

While regard must be had to each principle, Council is not required to give equal consideration to each principle. The weight of regard may depend on the particular procurement.

3.3. Workplace Health and Safety

Council is committed to providing a safe and healthy work environment for its Council representatives performing work on behalf of Council and visitors to Council premises and worksites in accordance with the Council's Workplace Health and Safety Policy.

3.4. Conflicts of Interest

Council representatives participating in procurement and contracting activities must comply with the requirements of Council's Conflict of Interest Policy, Procedure and Management Plan.

3.5. Delegations

3.5.1. Delegations – Council representatives

The Financial Delegation Register for Council representatives is held within the Corporate, Governance & Strategy Branch.

3.5.2. Delegation Reserved for Council

Contracts that are \$200,000.00 and above exclusive of GST must be approved by Council. Contracts that are exempt from public tender shall be approved based on Council's Financial Delegation Register.

3.5.3. Delegation to the Chief Executive Officer ('CEO')

Pursuant to *Section 257(1)(b)* of the Act, the Council resolves to delegate to the CEO the power to make, amend or discharge a contract in accordance with *Section 238(2)* of the Regulation for:

- any contractual arrangement with a person (in respect of one contractual arrangement or cumulatively for all contractual arrangements) that is, or is expected to be, worth \$200,000.00 (exclusive of GST) or more in a financial year with that person; or
- any contractual arrangement with a person that is, or is expected to be, worth \$200,000.00 per annum (exclusive of GST) or more over the proposed term of the contractual arrangement.

3.6. Purchasing Thresholds

Procurement will only be undertaken by authorised employees as detailed in the financial delegation register. For low value and easy to secure purchases, consideration of total cost of ownership and associated risks will determine the appropriate market approach.

Quotes should be sought as per the below Purchasing threshold table.

Established Arrangements				Non-Established Arrangements			
SBRC Panel Arrangements: Entire panel of the specific service are to be invited to quote. LGA Arrangements: All local suppliers are to be invited				All local suppliers of the specific service are to be invited to quote			
\$ Value (excluding GST)	Minimum Quotation Requirement	Procurement Method	Award/Contract Method	\$ Value (excluding GST)	Minimum Quotation Requirement	Procurement Method	Award/Contract Method
From \$0.00 to \$5,000	One (1) quote required and seek to source locally (where available)	<ul style="list-style-type: none"> • Verbal • Written 	Corporate Card/Purchase Order	From \$0.00 to \$5,000	One (1) quote required and seek to source locally (where available)	<ul style="list-style-type: none"> • Verbal • Written 	Corporate Card/Purchase Order
From \$5,001 to \$14,999	Minimum two (2) written quotes (Minimum quotes to include local suppliers available when using Council Arrangements)	Request for Quote. <ul style="list-style-type: none"> • Felix • Vendor Panel 	Purchase Order	From \$5,001 to \$14,999	Minimum two (2) written quotes (Minimum quotes to include local suppliers where available)	Request for Quote. <ul style="list-style-type: none"> • Felix Marketplace • Website • Written 	Purchase Order

Established Arrangements				Non-Established Arrangements			
SBRC Panel Arrangements: Entire panel of the specific service are to be invited to quote. LGA Arrangements: All local suppliers are to be invited				All local suppliers of the specific service are to be invited to quote			
From \$15,000 to \$199,999	(Medium Size Contract) Minimum three (3) written quotes (Minimum quotes to include local suppliers available when using Council Arrangements)	Request for Quote. (15 days) (procurement of services only) <ul style="list-style-type: none"> Felix Vendor Panel 	Purchase Order	From \$15,000 to \$199,999	(Medium Size Contract) Minimum three (3) written quotes required. (Minimum quotes to include local suppliers where available)	Request for Quote. (15 days) (procurement of services only) <ul style="list-style-type: none"> Felix Marketplace Website Written Online tendering platform 	Purchase Order and/or Public Tender at Council's discretion
Over \$200,000	(Large Size Contract) Minimum three (3) written quotes. (Minimum quotes to include local suppliers available when using Council Arrangements) and signed off by the CEO	Request for Quote (21 days) (procurement services only) <ul style="list-style-type: none"> Felix Vendor Panel 	Purchase Order	Over \$200,000	(Large Size Contract) Public Tender Subject to a minimum 21 Days Public Open Period	Public Tender (21 days) <ul style="list-style-type: none"> Website Online tendering platform 	Public Tender to be awarded by Council

*Established Arrangement - being Local Buy Contracts, State Government Contracts, and existing Council Administered (Contract) Prequalified, Preferred Contractor or approved Contractor Lists. This section is subject to the Regulation *Division 3 – Exceptions*

3.6.1. Purchases \$200,000.00 and above

Records of tenders received must be kept on file for the period of time outlined in the Retention and Disposal Schedules for local government as published by the Queensland State Archives.

In accordance with *Section 237* of the Regulation, Council is obliged to publish details of all contracts worth \$200,000.00 or more (exclusive of GST). These details must be published monthly on Council's website and also on a noticeboard located in a position in Council premises that is easily accessible by the public. Information to be recorded in these publications includes the following:

- the person/company with whom Council has entered into a contract;
- the total value of the contract;
- the purpose of the contract; and
- the methodology under which the Council entered into the contract.

For the purposes of clarity, a purchase order may also be defined as a contract.

Council or Council representatives will not release proprietary or confidential information pertaining to any offer made by a supplier other than that which is required by law to be published.

3.7. Local Preference

Council representatives are encouraged to ensure they are testing the market effectively and ensuring Council is achieving true value for money outcomes, so where practical, in addition to the local quotations sought, there should always be one from outside the region.

Therefore, in this policy statement, the definition of a local supplier will be rated as follows:

Points	Description
5	Is an established business owned by a residential ratepayer in the area directly employing locals
4	Is a developing or established business owned by a non-ratepayer in the Council area and employs locals
3	Is an established business in an adjacent local government area that has clearly demonstrated support of local content.

2	Is an established business in an adjacent local government area.
1	Is a Queensland based business

3.8. Evaluation

Quotes and offers will be assessed having regard to the five (5) Sound Contracting Principles (to be considered in accordance with the Act and Regulation, the relevant Council representative will make a decision to purchase from a supplier or provider based on the Council’s documented supplier evaluation criteria and a systematic weighting will be applied to all quotes or offers received. This will be assessed on a case by case basis and the weighting will be expressed as a percentage which reflects the relative importance of each criterion for the relevant procurement.

Council may make a decision to purchase from a Local Supplier offering a higher price margin, using the following guideline for acceptable price variances if the total value for money assessment is within the approved project budget:

- 10% for goods and services under \$50,000.00; or
- 5% for goods and services over \$50,000.00 up to \$200,000.00.

3.9. Exceptions outlined in this section, the Act and the Regulation.

Exceptions in this clause are consistent with the Act and the Regulations and are designed to capture circumstances where a procurement process and due diligence, in accordance with sound contracting principles, have already been applied to suppliers or the procurement is required to ensure the efficient delivery of local government services and/or ensure the Local Government and its officers meet their obligations to the community in accordance with the Act. They benefit Local Governments by:

- reducing procurement costs;
- providing for shorter procurement timeframes as there is no need to tender or issue Requests for Tender;
- ensuring suppliers have the financial, technical and operational capacity to carry out the required work; and
- offering contractual protection to the Council through the use of established contractual terms that meet the Council’s risk management requirements.

Council representatives responsible for purchasing goods and/or services are required to adhere to the purchasing thresholds and quotation requirements set out in the table.

3.9.1. Legislative Exceptions

Division 3 under *Chapter 6* of the Regulation specifies when Council is exempt from the requirement to seek written tenders or quotations:

3.10. Termination of Contracts

All contracts entered in to by Council should aim to contain provisions entitling Council to:

- terminate for convenience; and
- terminate for a breach or non-performance based on appropriate contractual criteria or triggers.

Council must follow the procedures specified in the contract to terminate that contract and obtain advice before exercising such rights.

3.11. Local Government Elections

Legislation places limits during the caretaker period before quadrennial local government elections on publishing election material and making major policy decisions. This ensures that there are no significant policy decisions made near the end of a Council term that binds future elected Councils.

4. DEFINITIONS

Council means South Burnett Regional Council.

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

Financial Delegation Register means the register of Council representatives who have approved delegation for the purpose of purchasing goods and/or services.

LGA arrangement means the use of Local Buy or State Government Purchasing Arrangements.

Local supplier means a supplier defined in the Local Content table.

Procurement means the entire process by which all classes of resources (human, material, facilities and services) are obtained. This can include the functions of planning, design, standards determination, specification writing, and selection of suppliers, financing, contract administration, disposals and other related functions.

Purchasing means the acquisition process for goods, services and capital projects through purchasing, leasing and licensing and this expression extends to standing offer or similar arrangements by which terms and conditions of purchase are determined.

Pre-qualified supplier means a supplier who has been assessed by Council as having the technical, financial and managerial capacity necessary to deliver goods and/or services on time and in accordance with agreed requirements. The process is fulfilled by initially inviting tenders to establish pre-qualified suppliers.

Supplier means an enterprise known to be capable of supplying required goods and/or services. It includes manufacturers, stockists, resellers, merchants, distributors, consultants and contractors.

5. LEGISLATIVE REFERENCE

Corporations Act 2001 (Cth)

Human Rights Act 2019 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

Public Records Act 2002 (Qld)

6. RELATED DOCUMENTS

Code of Conduct of Councillors in Queensland

South Burnett Regional Council Corporate Credit Card Policy - Statutory-031

South Burnett Regional Council Disposal of Assets Policy – Statutory-008

South Burnett Regional Council Employee Code of Conduct Policy – Statutory-011

South Burnett Regional Council Employee Conflict of Interest Policy – Statutory-033

South Burnett Regional Council Employee Conflicts of Interest Procedure – Procedure080

South Burnett Regional Council Employee Conflicts of Interest Management Plan

South Burnett Regional Council Fraud and Corruption Prevention Management Policy – Statutory-021

South Burnett Regional Council Gifts and Benefits Policy – Strategic002

South Burnett Regional Council Workplace Health and Safety Policy – Statutory015

7. NEXT REVIEW

As prescribed by legislation - June 2025

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of Policy	23 April 2008	782024
2	Review of Policy	10 August 2011	1086044
3	Review of Policy	12 October 2011	1125582
4	Review of Policy	9 December 2012	1374600
5	Review of Policy	12 June 2013	1165507
6	Review of Policy	9 December 2015	1885840
7	Review of Policy	19 April 2017	2342908
8	Review of Policy	16 September 2018	2536118
9	Review of Policy	20 February 2019	2577201
10	Review of Policy	11 December 2019	2648132
11	Review of Policy	17 June 2020	2686006
12	Review of Policy	24 February 2021	2754050
13	Administrative change replacing Social & Corporate Performance Branch with Corporate Services Branch as per Council Resolution 2021/296	24 March 2021	2754050
14	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	2754050
15	Review of policy	25 January 2023	2754050
16	Review of policy	28 June 2023	2754050
17	Review of policy		2750505

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

11.5 MONTHLY FINANCIAL INFORMATION

File Number: 19.06.2024
Author: Manager Finance & Sustainability
Authoriser: Chief Executive Officer

PRECIS

Monthly financial report as at 31st May 2024.

SUMMARY

The following information provides Council's current position as at 31st May 2024.

OFFICER'S RECOMMENDATION

That the monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 31st May 2024 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to amended budget as adopted by Council on the 24th April 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;
2. Right to life;
3. Protection from torture and cruel, inhuman or degrading treatment;
4. Freedom from forced work;
5. Freedom of movement;
13. Cultural rights—generally;
14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
15. Right to liberty and security of person;
16. Humane treatment when deprived of liberty;
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

- The amended budget reflects the 3rd quarter budget revision as adopted at the May Council Meeting.
- Recurrent Revenue is currently sitting at 95% compared to the amended budget and Recurrent Expenditure is sitting at 95%.
- Revenue is impacted by timing effects of various income streams including grant revenue and timing in rates revenue.
- Council's current cash holdings at the end of May 2024 was \$69.33m with \$31.31m of this currently classed as restricted cash.
- All ratios at the end of May are all within their respective targets apart from the Current Ratio which is outside the target of between 2.0 and 4.0 and is sitting at 4.61. This is largely due to the large cash balance at the end of May.
- Council's capital expenditure program is currently sitting at \$17.48m in actual expenditure which equates to approximately 46.6% of the total amended budget. When taking into account committed costs of \$13.32m, the total expended is \$30.81m which represents approximately 82% of the amended budget.
- The budget for 2024-2025 is due to be adopted at a special budget meeting on the 10th of July 2024.

ATTACHMENTS

1. **Capital Expenditure Report - May 2024** [!\[\]\(b6d55d0b173caf9b2505126db01e6158_img.jpg\)](#) [!\[\]\(12811766810e4126d2bed4d8c0808e60_img.jpg\)](#)
2. **Monthly Meeting Report - May 2024** [!\[\]\(ef4c06c861a77cbd8cff5c2a4ca34233_img.jpg\)](#) [!\[\]\(80b05c8a80151a7cedd31bb12aa6add6_img.jpg\)](#)
3. **Grants Listing - May 2024** [!\[\]\(7159d23aaf4c2a795c449ae2a2607801_img.jpg\)](#) [!\[\]\(bca776874962dc22f2fd9e528c97c830_img.jpg\)](#)

2023/2024 Capex Report for Council

Project Code	Project Description	Grant Funding Body	REVENUE SOURCES			EXPENDITURE BUDGET						EXPENDITURE ACTUALS			
			Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Facilities															
Caravan Park - Prost															
006883	Proston Caravan Park - Amenities Refurb	COUNCIL	20,000.00	-	-	20,000.00	20,000.00	-	-	-	-	20,000.00	33,243.50	10,033.30	43,276.80
	Sub Activity Subtotal		20,000.00	-	-	20,000.00	20,000.00	-	-	-	-	20,000.00	33,243.50	10,033.30	43,276.80
Depot - Kingaroy															
006747	Kingaroy Depot Car Parking	COUNCIL	-	-	-	-	-	128,409.37	-	128,409.37	-	-	-	1,312.50	1,312.50
006885	Kingaroy Depot - Solar Power	COUNCIL	-	-	-	200,000.00	200,000.00	-	-	-	200,000.00	-	-	14,009.52	14,009.52
	Sub Activity Subtotal		-	-	-	200,000.00	200,000.00	128,409.37	-	128,409.37	-	200,000.00	-	15,322.02	15,322.02
Depot - Murgon															
005836	MacAllister St -Install Security Fencing	COUNCIL	-	-	-	-	-	24,915.00	-	-	24,915.00	-	-	-	-
006886	Murgon Depot - Crib Rm Repairs & H/Stan	COUNCIL	50,000.00	-	-	50,000.00	50,000.00	-	-	-	-	50,000.00	5,948.94	24,386.32	30,335.26
	Sub Activity Subtotal		50,000.00	-	-	50,000.00	50,000.00	24,915.00	-	-	24,915.00	50,000.00	5,948.94	24,386.32	30,335.26
Depot - Blackbutt															
006894	Blackbutt Pks Depot Shed - Connect Elec.	COUNCIL	22,008.04	-	-	22,008.04	20,000.00	-	-	-	2,008.04	22,008.04	-	22,008.04	22,008.04
	Sub Activity Subtotal		22,008.04	-	-	22,008.04	20,000.00	-	-	-	2,008.04	22,008.04	-	22,008.04	22,008.04
SES - Blackbutt															
006848	Blackbutt SES Building - roof/ceiling	SES	24,412.00	-	73,237.00	97,649.00	97,649.00	-	-	-	-	97,649.00	272.73	93,064.01	93,336.74
	Sub Activity Subtotal		24,412.00	-	73,237.00	97,649.00	97,649.00	-	-	-	-	97,649.00	272.73	93,064.01	93,336.74
Hall - Nanango Cultu															
006887	Nanango Cultural Centre - Replace Chairs	COUNCIL	19,287.00	-	-	19,287.00	30,000.00	-	-	-	10,713.00	19,287.00	-	19,287.14	19,287.14
	Sub Activity Subtotal		19,287.00	-	-	19,287.00	30,000.00	-	-	-	10,713.00	19,287.00	-	19,287.14	19,287.14
Hall - Mundure															
006838	Mundure Hall-ReRoof & Structural Upgrad	CONTRIB	-	78,778.00	100,000.00	178,778.00	-	218,778.00	-	-	40,000.00	178,778.00	-	179,167.39	179,167.39
	Sub Activity Subtotal		-	78,778.00	100,000.00	178,778.00	-	218,778.00	-	-	40,000.00	178,778.00	-	179,167.39	179,167.39
Hall - Blackbutt Mem															
006888	DLGGSP - Blackbutt Memorial Hall- ReRo	LGGSP	80,000.00	-	120,000.00	200,000.00	200,000.00	-	-	-	-	200,000.00	5,854.80	160,253.46	166,108.26
	Sub Activity Subtotal		80,000.00	-	120,000.00	200,000.00	200,000.00	-	-	-	-	200,000.00	5,854.80	160,253.46	166,108.26
Housing															
006889	Nanango- Railway Ln Rental House- ReRc	COUNCIL	-	-	-	-	100,000.00	-	50,000.00	-	50,000.00	-	-	-	-
006890	Nanango - Appin St Units- Reseal Carpark	COUNCIL	41,500.00	-	-	41,500.00	50,000.00	-	-	8,500.00	-	41,500.00	-	41,677.31	41,677.31
006891	Nanango-Brighthen Units-Reno 2 Bathr	COUNCIL	50,542.00	-	-	50,542.00	40,000.00	-	-	-	10,542.00	50,542.00	39,863.64	5,678.16	45,541.80
	Sub Activity Subtotal		92,042.00	-	-	92,042.00	190,000.00	-	50,000.00	-	8,500.00	92,042.00	39,863.64	47,355.47	87,219.11
Museum - Boondooma H															
006012	Boondooma-Homestead Renovations	-	-	-	-	-	-	-	-	-	-	-	-	25,560.00	25,560.00
006749	Boondooma Homestead - Replace Tourisr	COUNCIL	2,100.00	-	-	2,100.00	-	-	-	2,100.00	-	2,100.00	-	2,100.00	2,100.00
006892	Boondooma Homestead - Restoration	COUNCIL	-	-	-	-	50,000.00	-	-	-	50,000.00	-	-	-	-
	Sub Activity Subtotal		2,100.00	-	-	2,100.00	50,000.00	-	-	2,100.00	-	2,100.00	-	23,460.00	23,460.00
Museum - Nanango Ene															
006846	SB Energy Centre- Compressor replacem	COUNCIL	2,466.50	-	-	2,466.50	-	-	-	-	2,466.50	2,466.50	-	2,466.50	2,466.50
	Sub Activity Subtotal		2,466.50	-	-	2,466.50	-	-	-	-	2,466.50	2,466.50	-	2,466.50	2,466.50
Swimming Pool - King															
006029	Kingaroy-Pool-Refurbishment-Concept Pla	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	678.09	678.09
006761	Kingaroy Memorial Pool - Construction Dr	COUNCIL	-	-	-	-	-	200,000.00	-	-	-	-	-	-	-
006897	Kingaroy S/Pool-Install Paramobility Pod	COUNCIL	106,000.00	-	-	106,000.00	100,000.00	-	-	-	6,000.00	106,000.00	-	-	-
006987	Heat Pump - Kingaroy Learn to Swim Pool	COUNCIL	-	9,450.00	-	9,450.00	-	-	-	9,450.00	-	9,450.00	-	9,450.00	9,450.00
006991	Kingaroy S/Pool - Replace L2Swim Heat P	COUNCIL	-	-	-	-	-	10,850.00	-	10,850.00	-	-	-	-	-
	Sub Activity Subtotal		106,000.00	9,450.00	-	115,450.00	100,000.00	200,000.00	10,850.00	-	1,400.00	194,000.00	115,450.00	10,128.09	10,128.09
Swimming Pool - Murg															
006895	BBRF-Murgon S/Pool- Reseal Joint&Repai	COUNCIL	102,000.00	-	-	102,000.00	140,000.00	-	-	-	38,000.00	102,000.00	90,160.70	12,737.83	102,898.53
	Sub Activity Subtotal		102,000.00	-	-	102,000.00	140,000.00	-	-	-	38,000.00	102,000.00	90,160.70	12,737.83	102,898.53
Swimming Pool - Wond															
006536	Wondai Swimming Pool Refurbishment	BBRF	-	148,516.01	101,649.46	250,165.47	-	335,443.23	-	85,277.76	-	250,165.47	-	250,165.47	250,165.47
006896	Wondai S/Pool - Install Paramobility Pod	COUNCIL	106,000.00	-	-	106,000.00	100,000.00	-	-	-	6,000.00	106,000.00	-	-	-
006992	LRCI_4_B - Wondai SP - Disabled Car Par	LRCI_4_B	-	-	75,000.00	75,000.00	-	-	75,000.00	-	-	75,000.00	2,761.81	7,334.74	10,096.55
	Sub Activity Subtotal		106,000.00	148,516.01	176,649.46	431,165.47	100,000.00	335,443.23	75,000.00	-	85,277.76	431,165.47	2,761.81	257,500.21	260,262.02
Sp/ground-Murgon															

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
006893	LRCI - Murgon PCYC - Bathroom Renovat	LRCI_4_A	-	-	150,000.00	150,000.00	650,000.00	-	-	500,000.00	-	150,000.00	508,909.09	6,419.50	515,328.59	
006894	Murgon PCYC - New Balustrade & Seating	COUNCIL	-	-	-	-	80,000.00	-	-	-	80,000.00	-	-	-	-	
Sub Activity Subtotal			-	-	150,000.00	150,000.00	730,000.00	-	-	500,000.00	80,000.00	150,000.00	508,909.09	6,419.50	515,328.59	
General																
006827	Purchase of 3 new Christmas Trees	COUNCIL	-	96,497.97	-	96,497.97	-	31,315.73	57,052.67	8,129.57	-	96,497.97	-	96,497.97	96,497.97	
Sub Activity Subtotal			-	96,497.97	-	96,497.97	-	31,315.73	57,052.67	8,129.57	-	96,497.97	-	96,497.97	96,497.97	
Activity Total			626,315.54	333,241.98	619,886.46	1,579,443.98	1,927,649.00	695,168.33	336,595.67	-	713,357.56	666,611.46	1,579,443.98	687,015.21	933,167.25	1,620,182.46
Office																
Admin Office - Kings																
005483	Council Chambers Audio Video	COUNCIL	-	19,261.75	-	19,261.75	-	-	-	19,261.75	-	19,261.75	-	19,261.75	19,261.75	
Sub Activity Subtotal			-	19,261.75	-	19,261.75	-	-	-	19,261.75	-	19,261.75	-	19,261.75	19,261.75	
Info Serv - ICT																
000379	Computer Infrastructure & Upgrade	COUNCIL	182,000.00	-	-	182,000.00	140,000.00	-	-	-	42,000.00	182,000.00	100.00	183,587.38	183,687.38	
000381	Server Hardware	COUNCIL	139,000.00	13,205.53	-	152,205.53	135,000.00	32,467.28	-	19,261.75	4,000.00	152,205.53	-	152,028.10	152,028.10	
000382	Photocopiers & Printers	COUNCIL	35,000.00	-	-	35,000.00	32,000.00	-	-	-	3,000.00	35,000.00	-	35,575.00	35,575.00	
006052	Microwave Radio & Hardware	COUNCIL	16,000.00	-	-	16,000.00	35,000.00	-	-	-	19,000.00	16,000.00	-	14,713.59	14,713.59	
006053	MS Cloud Provisioning	COUNCIL	-	-	-	-	30,000.00	-	-	-	30,000.00	-	-	-	-	
007070	ICT Tablets - In Field	COUNCIL	30,000.00	-	-	30,000.00	-	-	-	-	30,000.00	30,000.00	-	29,025.00	29,025.00	
Sub Activity Subtotal			402,000.00	13,205.53	-	415,205.53	372,000.00	32,467.28	-	19,261.75	30,000.00	415,205.53	100.00	414,929.07	415,029.07	
Activity Total			402,000.00	32,467.28	-	434,467.28	372,000.00	32,467.28	-	-	30,000.00	434,467.28	100.00	434,190.82	434,290.82	
Fleet																
Plant & Fleet Manage																
006515	Plant and Fleet Replacement 2021-22	COUNCIL	-	1,408,012.23	-	1,408,012.23	-	1,408,012.23	-	-	-	1,408,012.23	872,594.62	525,702.11	1,398,296.73	
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	2,626,274.24	-	2,626,274.24	-	2,626,274.24	-	-	-	2,626,274.24	753,142.36	1,967,101.17	2,720,243.53	
006876	Plant & Fleet Replacement 2023/2024	COUNCIL	1,959,108.00	2,191,392.00	-	4,565,500.00	4,565,500.00	-	-	-	-	4,565,500.00	2,476,833.34	448,043.26	2,924,876.60	
Sub Activity Subtotal			1,959,108.00	6,225,678.47	-	8,599,786.47	4,565,500.00	4,034,286.47	-	-	-	8,599,786.47	4,102,570.32	2,940,846.54	7,043,416.86	
Activity Total			1,959,108.00	6,225,678.47	-	8,599,786.47	4,565,500.00	4,034,286.47	-	-	-	8,599,786.47	4,102,570.32	2,940,846.54	7,043,416.86	
Community & Lifestyle																
Aerodrome - Kingaroy																
006583	RAP-Kingaroy Aerodrome Lighting Upgrad	RAP	-	500.00	-	500.00	-	15,000.00	-	14,500.00	-	500.00	-	412.80	412.80	
006910	CP-Kingaroy Airport Security fence&gate	RAP	30,000.00	-	30,000.00	60,000.00	60,000.00	-	-	-	-	60,000.00	18,376.78	37,135.29	55,512.07	
006911	CP-Kingaroy Airport Line Marking	COUNCIL	41,741.76	-	-	41,741.76	40,000.00	-	-	-	1,741.76	41,741.76	45,830.50	1,854.55	47,685.05	
006912	CP-Kingaroy Airport Stage 1 Masterplan	COUNCIL	10,000.00	-	-	10,000.00	10,000.00	-	-	-	-	10,000.00	-	-	-	
007003	CP-Kingaroy Aerodrome - Pavement Repa	COUNCIL	43,870.00	-	-	43,870.00	-	43,870.00	-	-	-	43,870.00	-	28,788.01	28,788.01	
007027	Kingaroy Aerodrome - Fuel Bowser Replac	COUNCIL	13,550.00	14,500.00	-	28,050.00	-	-	28,050.00	-	-	28,050.00	-	28,050.41	28,050.41	
Sub Activity Subtotal			139,161.76	15,000.00	30,000.00	184,161.76	110,000.00	15,000.00	43,870.00	13,550.00	1,741.76	184,161.76	64,207.28	96,241.06	160,448.34	
Aerodrome - Wondai																
006771	CP - Wondai Aerodrome - Reseal Carpark	COUNCIL	29,388.24	-	-	29,388.24	45,000.00	-	13,870.00	-	1,741.76	29,388.24	-	29,388.24	29,388.24	
Sub Activity Subtotal			29,388.24	-	-	29,388.24	45,000.00	-	13,870.00	-	1,741.76	29,388.24	-	29,388.24	29,388.24	
Cemeteries - Kingaro																
006772	CP - Taabinga Cemetery - Carpark reseal	COUNCIL	-	-	-	-	45,000.00	-	-	45,000.00	-	-	-	-	-	
006774	CP - Taabinga Cemetery expansion	COUNCIL	-	-	-	-	52,000.00	-	-	-	52,000.00	-	-	-	-	
006913	CP-All Cemeteries - new signage	COUNCIL	-	-	-	-	25,000.00	-	-	18,405.37	43,405.37	0.00	-	-	-	
006914	CP-Taabinga Cemetery road formation-law	COUNCIL	-	-	-	-	30,000.00	-	30,000.00	-	-	-	-	-	-	
Sub Activity Subtotal			-	-	-	-	152,000.00	-	30,000.00	26,594.63	95,405.37	0.00	-	-	-	
Cemeteries - Murgon																
006993	Murgon Cemetery - Toilet Emergency Wor	COUNCIL	-	-	-	-	-	20,000.00	-	-	20,000.00	-	-	-	-	
Sub Activity Subtotal			-	-	-	-	-	20,000.00	-	-	20,000.00	-	-	-	-	
Cemeteries - Proston																
006775	CP - Proston Cemetery - Expansion/Road	COUNCIL	-	-	-	-	30,000.00	-	-	-	30,000.00	-	-	-	-	
Sub Activity Subtotal			-	-	-	-	30,000.00	-	-	-	30,000.00	-	-	-	-	
Cemeteries - Blackbu																
006828	CP - Blackbutt Cemetery - New Plinths	COUNCIL	3,044.63	12,257.28	-	15,301.91	-	12,257.28	-	3,044.63	-	15,301.91	-	15,251.91	15,251.91	
Sub Activity Subtotal			3,044.63	12,257.28	-	15,301.91	-	12,257.28	-	3,044.63	-	15,301.91	-	15,251.91	15,251.91	
Cemeteries - Kumbia																
007033	CP - Kumbia Cemetery Plinths NEW	COUNCIL	3,500.00	-	-	3,500.00	-	-	-	10,000.00	6,500.00	3,500.00	-	3,500.00	3,500.00	
Sub Activity Subtotal			3,500.00	-	-	3,500.00	-	-	-	10,000.00	6,500.00	3,500.00	-	3,500.00	3,500.00	
Saleyards - Coolabun																
006777	CP - Coolabunia Saleyards-Asset Upgrade	COUNCIL	180,000.00	54,252.28	-	234,252.28	180,000.00	54,252.28	-	-	-	234,252.28	41,476.09	134,199.33	175,675.42	
006915	CP-Coolabunia Saleyards truckwash upgrd	COUNCIL	25,000.00	-	-	25,000.00	25,000.00	-	-	-	-	25,000.00	-	-	-	

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Sub Activity Subtotal			205,000.00	54,252.28	-	259,252.28	205,000.00	54,252.28	-	-	-	259,252.28	41,476.09	134,199.33	175,675.42
Tourism - Yallakool															
006804	Yallakool & Boondooma Dams Upgrade Pr	TED	-	71,160.00	23,720.00	94,880.00	-	94,880.00	-	-	-	94,880.00	-	94,726.48	94,726.48
006916	CP-BP Dam Washing machine & Dryers	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	-	30,000.00	-	29,522.20	29,522.20
006917	CP-Boondooma Dam Access Ramp & Rec	COUNCIL	-	-	-	-	25,000.00	-	-	-	25,000.00	-	-	-	-
Sub Activity Subtotal			30,000.00	71,160.00	23,720.00	124,880.00	55,000.00	94,880.00	-	-	25,000.00	124,880.00	-	124,248.68	124,248.68
Tourism - Lake Boon															
006918	CP-Boondooma Dam Fuel Bowsers	COUNCIL	27,831.00	-	-	27,831.00	27,831.00	-	-	-	-	27,831.00	-	25,906.68	25,906.68
Sub Activity Subtotal			27,831.00	-	-	27,831.00	27,831.00	-	-	-	-	27,831.00	-	25,906.68	25,906.68
Activity Total			437,925.63	152,669.56	53,720.00	644,315.19	624,831.00	176,389.56	20,000.00	-	176,905.37	644,315.19	105,683.37	428,735.90	534,419.27
Plant & Equipment															
General															
006853	DisasterResilience-DedicatedStorageNorth	DRFA	-	-	-	-	-	-	-	-	-	-	909.09	11,247.28	12,156.37
006854	DisasterResilience-DedicatedStorageSout	DRFA	-	-	-	-	-	-	-	-	-	-	1,030.00	7,479.34	8,509.34
006855	DisasterResilience-DedicatedStorageCent	DRFA	-	-	-	-	-	-	-	-	-	-	909.09	10,945.79	11,854.88
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	-	25,091.00	24,123.92	49,214.92
007035	Disaster Resilience DRFA - Vehicle Racks	DRFA	-	-	-	-	-	-	-	-	-	-	17,840.33	23,428.97	41,269.30
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	45,779.51	77,225.30	123,004.81
Depot - Kingaroy															
007005	Kingaroy Depot Fuel Bowser Pumps	COUNCIL	50,000.00	-	-	50,000.00	-	-	50,000.00	-	-	50,000.00	-	32,064.90	32,064.90
Sub Activity Subtotal			50,000.00	-	-	50,000.00	-	-	50,000.00	-	-	50,000.00	-	32,064.90	32,064.90
Activity Total			50,000.00	-	-	50,000.00	-	-	50,000.00	-	-	50,000.00	45,779.51	109,290.20	155,069.71
Parks															
Parks & Gardens															
006529	CP - Regional Parks Redevelopment	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	903.09	903.09
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	903.09	903.09
Sp/ground-Maidenwell															
006920	Maidenwell Completion of steps to Coomb	COUNCIL	-	-	-	70,000.00	-	-	-	-	70,000.00	-	-	-	-
Sub Activity Subtotal			-	-	-	70,000.00	-	-	-	-	70,000.00	-	-	-	-
W4Q - Round 4															
006531	W4Q4-Benarkin Park Renewal	W4Q4	-	-	4,249.22	4,249.22	-	20,000.00	-	7,189.78	8,561.00	4,249.22	-	4,249.42	4,249.42
006532	W4Q4-Murgon QE11 Park-Stage 1	W4Q4	-	-	14,679.88	14,679.88	-	21,596.36	-	7,493.48	577.00	14,679.88	-	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	-	-	240,753.03	240,753.03	269,815.00	-	-	16,919.97	12,142.00	240,753.03	-	242,229.82	242,229.82
006759	W4Q4-Wondai 24hr Camping Grounds	W4Q4	20,000.00	-	175,984.72	195,984.72	150,000.00	-	-	36,583.72	9,401.00	195,984.72	-	195,984.25	195,984.25
006806	W4Q4-Tipperary Flat N'go-Water Feature	W4Q4	-	-	-	-	-	-	-	-	-	-	-	806.11	806.11
006807	W4Q4-Tipperary Flat N'go - Rd & Carpark	W4Q4	-	-	74,396.44	74,396.44	-	63,671.44	10,000.00	10,000.00	10,725.00	74,396.44	3,317.73	55,340.91	58,658.64
006925	W4Q4-Kumbia Park Redevelopment	W4Q4	-	-	115,000.00	115,000.00	115,000.00	-	-	-	-	115,000.00	101,961.95	8,147.73	110,109.68
006926	W4Q4-Kingaroy Memorial Park	W4Q4	-	-	312,543.82	312,543.82	321,450.00	-	7,839.60	1,066.58	-	312,543.82	-	312,543.82	312,543.82
Sub Activity Subtotal			40,000.00	-	1,038,693.20	1,078,693.20	951,265.00	105,267.80	17,839.60	40,000.00	-	1,078,693.20	105,279.68	955,067.49	1,060,347.17
Parks - Kingaroy															
006018	CP K'Roy Apex Park-Carpark, Path & Pain	COUNCIL	1,808.00	-	-	1,808.00	-	-	-	-	1,808.00	1,808.00	-	1,808.00	1,808.00
006849	DRFA-Memorial Park Footbridge	DRFA	-	-	231,030.00	231,030.00	231,030.00	-	-	-	-	231,030.00	30,813.85	81,268.89	112,082.74
006875	MIP-Memorial Park Multi Court & Ninja	MIP	88,888.89	-	111,111.11	200,000.00	450,000.00	-	-	-	250,000.00	200,000.00	294,031.40	65,350.50	359,381.90
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	38,643.27	75,043.55	113,686.82
006938	Kingaroy Apex Park Carpark	COUNCIL	77,472.28	-	-	77,472.28	120,000.00	-	-	48,755.93	6,228.21	77,472.28	-	77,472.28	77,472.28
006999	Kingaroy Memorial Park Master/Concept P	COUNCIL	6,000.00	27,990.00	-	33,990.00	-	-	30,239.00	2,249.00	6,000.00	33,990.00	-	27,990.00	27,990.00
Sub Activity Subtotal			374,169.17	27,990.00	342,141.11	744,300.28	1,041,030.00	-	30,239.00	91,004.93	235,963.79	744,300.28	363,488.52	328,933.22	692,421.74
Parks - Nanango															
006921	Nanango Pioneer Park walking tracks	COUNCIL	-	-	-	-	6,000.00	-	-	-	6,000.00	-	-	-	-
006922	Nanango Pioneer Park Repair Washouts	COUNCIL	-	-	-	-	6,000.00	-	-	-	6,000.00	-	-	-	-
006923	Nanango Lions Park Replace damaged sli	COUNCIL	-	-	-	-	7,500.00	-	-	-	7,500.00	-	-	-	-
006933	Nanango Butter Factory Park Amenities	COUNCIL	-	-	-	-	220,000.00	-	-	220,000.00	-	-	1,872.73	2,618.18	4,490.91
006934	Nanango Lions Park Shade Sail and Swing	CONTRIB	-	-	52,318.00	52,318.00	52,318.00	-	-	-	-	52,318.00	3,509.09	36,449.80	39,958.89
006998	Tipperary Flat N'go-Toilet Block Varnish	COUNCIL	11,520.00	-	-	11,520.00	-	-	15,000.00	-	3,480.00	11,520.00	136.36	14,048.64	14,185.00
Sub Activity Subtotal			11,520.00	-	52,318.00	63,838.00	291,818.00	-	15,000.00	220,000.00	22,980.00	63,838.00	5,518.18	53,116.62	58,634.80
Parks - Blackbutt															
006919	Blackbutt Les Muller Park	COUNCIL	55,000.00	-	-	55,000.00	50,000.00	-	-	-	5,000.00	55,000.00	-	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	-	149,613.59	149,613.59
006994	Blackbutt Les Muller Park - Toilet Block	COUNCIL	-	11,520.00	-	11,520.00	-	-	28,500.00	-	16,980.00	11,520.00	1,430.00	11,836.00	13,266.00
007079	Blackbutt Parklands & Sensory Garden	CONTRIB	-	-	-	-	-	-	-	-	-	-	30,454.68	697.00	31,151.68

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments	
Sub Activity Subtotal			205,000.00	11,520.00	-	216,520.00	200,000.00	-	28,500.00	-	11,980.00	216,520.00	31,884.68	211,610.39	243,495.07	
Parks - Murgon																
006753	Murgon QEII Park - Stage 2	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,288.00	-	1,288.00	
006927	Murgon Skate Park Half Basketball court	COUNCIL	-	-	-	32,000.00	32,000.00	-	-	-	32,000.00	-	-	3,844.93	3,844.93	
006928	Murgon QE11 Park Stage 2 Redevelopment	COUNCIL	323,000.00	-	-	323,000.00	450,000.00	-	-	150,000.00	23,000.00	323,000.00	5,954.00	318,092.30	324,046.30	
Sub Activity Subtotal			323,000.00	-	-	323,000.00	482,000.00	-	-	150,000.00	9,000.00	323,000.00	7,242.00	321,937.23	329,179.23	
Parks - Wondai																
006935	DRFA Dingo Creek Carpark	DRFA	4,151.00	-	180,260.00	184,411.00	180,260.00	-	-	-	4,151.00	184,411.00	-	184,151.18	184,151.18	
006996	Wondai Dingo Creek Park playground light	COUNCIL	-	-	-	-	-	-	14,776.52	14,776.52	-	-	-	-	-	
Sub Activity Subtotal			4,151.00	-	180,260.00	184,411.00	180,260.00	-	14,776.52	14,776.52	4,151.00	184,411.00	-	184,151.18	184,151.18	
Parks - Proston																
006877	Proston Lookout - Lookout Redevelopment	COUNCIL	20,454.49	-	-	20,454.49	16,000.00	-	-	4,454.49	-	20,454.49	-	20,454.49	20,454.49	
006878	Proston Lookout Bollards	COUNCIL	-	-	-	-	8,000.00	-	-	8,000.00	-	-	-	-	-	
006924	Proston Railway Park Walking track	COUNCIL	-	-	-	-	10,000.00	-	-	-	10,000.00	-	-	-	-	
Sub Activity Subtotal			20,454.49	-	-	20,454.49	34,000.00	-	-	3,945.51	10,000.00	20,454.49	-	20,454.49	20,454.49	
Rail Trails																
006932	Blackbutt to Linville Rail Trail	QRA	-	-	-	-	100,000.00	-	-	100,000.00	-	-	-	-	-	
006936	DRFA Kingaroy-Murgon Rail Trail Crossing	DRFA	-	-	423,314.00	423,314.00	423,314.00	-	-	-	-	423,314.00	80,576.18	17,094.73	97,670.91	
006937	LRCI Kingaroy-Murgon Rail Trail Reseal	LRCI_4_A	-	-	713,465.00	713,465.00	994,465.00	-	-	-	281,000.00	713,465.00	-	713,259.94	713,259.94	
007026	DTIS - King-Mur Rail Trail Pavement/Cross	DTIS	-	-	631,141.00	631,141.00	-	-	-	631,141.00	-	631,141.00	94,977.73	101,754.55	196,732.28	
Sub Activity Subtotal			-	-	1,767,920.00	1,767,920.00	1,517,779.00	-	-	531,141.00	281,000.00	1,767,920.00	175,553.91	832,109.22	1,007,663.13	
General																
006995	REGIONAL-CCTV Install and Server Upgrn	COUNCIL	-	55,000.00	-	55,000.00	-	-	55,000.00	-	-	55,000.00	8,742.00	31,456.00	40,198.00	
Sub Activity Subtotal			-	55,000.00	-	55,000.00	-	-	55,000.00	-	-	55,000.00	8,742.00	31,456.00	40,198.00	
Activity Total			978,294.66	94,510.00	3,381,332.31	4,454,136.97	4,768,152.00	105,267.80	125,675.92	91,814.04	-	636,772.79	4,454,136.97	697,708.97	2,937,932.75	3,635,641.72
Roads																
W4Q - Round 4																
006975	W4Q4 Wondai CBD Scott Street	W4Q4	200,000.00	1,094,617.12	700,000.00	1,994,617.12	700,000.00	-	-	1,294,617.12	-	1,994,617.12	735,778.97	1,068,523.85	1,804,302.82	
Sub Activity Subtotal			200,000.00	1,094,617.12	700,000.00	1,994,617.12	700,000.00	-	-	1,294,617.12	-	1,994,617.12	735,778.97	1,068,523.85	1,804,302.82	
Bridges																
006538	Murgon-CherbourgRd-SawpitCkBridge-Gu	COUNCIL	-	10,000.00	-	10,000.00	104,736.00	-	-	-	94,736.00	10,000.00	-	8,839.00	8,839.00	
006540	Cushnie-HomecreekLoopRd-TimberBridge	BRP	-	12,278.98	37,721.02	50,000.00	773,680.00	-	-	-	723,680.00	50,000.00	4,900.00	50,460.15	55,360.15	
Sub Activity Subtotal			-	22,278.98	37,721.02	60,000.00	878,416.00	-	-	-	818,416.00	60,000.00	4,900.00	59,299.15	64,199.15	
KTP																
005284	Kingaroy-Transformation Project	COUNCIL	-	149,864.75	69,284.03	219,148.78	-	219,148.78	-	-	-	219,148.78	-	-	-	
006211	KTP-Alford St (Youngman-GlendonSt)Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,627.59	1,627.59	
006212	KTP-Alford St(GlendonSt-KingaroySt)Work	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	48,107.52	48,107.52	
006213	KTP-Kingaroy St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	8,623.36	8,623.36	
006214	KTP-Haly St(KingaroySt-GlendonSt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	29,020.75	7,522.40	36,543.15	
006215	KTP-Haly St(GlendonSt-YoungmanSt)Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	8,447.39	8,447.39	
006216	KTP-Glendon St(AlfordSt-HalySt)Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	114,398.17	114,398.17	
Sub Activity Subtotal			-	149,864.75	69,284.03	219,148.78	-	219,148.78	-	-	-	219,148.78	29,020.75	188,726.43	217,747.18	
Grav Resheet																
006907	Benarkin-Staines Rd-GR	COUNCIL	400,000.00	-	-	400,000.00	350,000.00	-	-	-	50,000.00	400,000.00	7,525.00	181,584.86	189,109.86	
006908	Booie-Nystrom Rd-GR	COUNCIL	50,000.00	-	-	50,000.00	50,000.00	-	-	-	-	50,000.00	-	71,467.13	71,467.13	
006939	Wooroolin-Denmark Rd-SR	COUNCIL	65,000.00	-	-	65,000.00	91,839.00	-	26,839.00	-	-	65,000.00	-	34,996.52	34,996.52	
006940	Crawford-Liesegang Rd-SR	COUNCIL	65,000.00	-	-	65,000.00	86,210.00	-	21,210.00	-	-	65,000.00	-	69,653.65	69,653.65	
006941	Ellesmere-Parker Rd-SR	COUNCIL	100,000.00	-	-	100,000.00	64,159.00	-	64,159.00	-	-	100,000.00	-	81,691.64	81,691.64	
006942	Benair-Reedy Creek Rd-SR	COUNCIL	270,000.00	-	-	270,000.00	91,317.00	-	8,683.00	-	-	270,000.00	-	282,880.93	282,880.93	
006943	Memerambi-Couchmans Rd-SR	COUNCIL	270,000.00	-	-	270,000.00	166,475.00	-	103,525.00	-	-	270,000.00	-	282,880.93	282,880.93	
006977	Gravel Resheeting Program 2024	COUNCIL	50,000.00	-	-	50,000.00	100,000.00	-	-	-	50,000.00	50,000.00	-	-	-	
Sub Activity Subtotal			1,000,000.00	-	-	1,000,000.00	1,000,000.00	-	-	-	-	1,000,000.00	7,525.00	722,276.73	729,801.73	
Pavement Rehab																
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	90,000.00	-	-	-	90,000.00	-	90,000.00	74,193.48	90,451.43	164,644.91	
006188	Kingaroy/Wondai-BunyaHwyMedianUpgra	COUNCIL	-	11,623.47	-	11,623.47	-	11,623.47	-	-	-	11,623.47	-	34,526.39	34,526.39	
006674	TIDS-Cornedale-Corndale Rd-Widening	TIDS	79,778.00	47,888.99	59,778.00	187,444.99	119,556.00	47,888.99	20,000.00	-	-	187,444.99	-	188,485.51	188,485.51	
006675	TIDS-Nanango CBD-Disabled Parking Bay	TIDS	-	7,424.70	-	7,424.70	-	7,424.70	-	-	-	7,424.70	-	3,899.66	3,899.66	
006970	RTR-Tingora Chelmsford Rd-Pavement F	RTR	449,981.00	-	1,480,019.00	1,930,000.00	1,930,000.00	-	-	-	-	1,930,000.00	1,409,238.60	336,575.73	1,745,814.33	
006978	Major Mechanical Repairs Sealed Roads	COUNCIL	800,000.00	-	-	800,000.00	1,000,000.00	-	-	200,000.00	-	800,000.00	721,682.16	4,216.00	725,898.16	
007004	Wondai Roundabout	LRCI_4_B	-	-	873,564.00	873,564.00	800,000.00	19,617.12	-	53,946.88	-	873,564.00	186,417.71	76,844.66	263,262.37	
Sub Activity Subtotal			1,329,759.00	66,937.16	2,413,361.00	3,900,057.16	3,849,556.00	86,554.28	20,000.00	-	56,053.12	3,900,057.16	2,391,531.95	665,946.60	3,057,478.55	
Footpaths & Cycleway																
006567	LRCI-Blackbutt CBD Footpath	LRCI_3	-	-	-	-	-	-	-	-	-	-	-	2,748.00	2,748.00	
006739	Nanango-Drayton St-Footpath	COUNCIL	-	100,000.00	-	100,000.00	100,000.00	-	-	-	-	100,000.00	52,742.00	-	52,742.00	

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
007016	EV01 Betterment Flagstone Creek Road	QRA	-	576.26	5,186.34	5,762.60	-	-	-	-	-	5,762.60	-	15,958.62	15,958.62
007018	East Nanango Road Comp Works seal wa	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	14,150.40	14,150.40
007034	O'Dea Road Comp drainage works	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	2,338.76	2,338.76
007037	Benair Road Drainage complimentary wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,260.00	1,260.00	
007038	Wolskis Road Complimentary Seal Works	COUNCIL	-	-	-	-	-	-	-	-	-	-	2,622.00	2,622.00	
007041	EV01 Betterment Finnmores Road	QRA	-	2,460.00	3,434.06	5,894.06	-	-	-	-	5,894.06	5,894.06	78,929.90	699.72	79,629.62
007042	EV01 Betterment Greenview Road	QRA	-	225.00	4,007.04	4,232.04	-	-	-	-	4,232.04	4,232.04	2,549.65	823.71	3,373.36
007043	EV01 Betterment Hoggs Road	QRA	-	2,170.00	3,427.03	5,597.03	-	-	-	-	5,597.03	5,597.03	3,999.05	627.71	4,626.76
007044	EV01 Betterment Ironpot Road	QRA	-	185.00	3,465.07	3,650.07	-	-	-	-	3,650.07	3,650.07	6,019.73	3,790.71	9,810.44
007045	EV01 Betterment Jerrards Road	QRA	-	4,780.00	24,889.07	29,669.07	-	-	-	-	29,669.07	29,669.07	19,656.67	26,627.71	46,284.38
007046	EV01 Betterment Kings Bridge Road	QRA	-	1,020.00	19,137.04	20,157.04	-	-	-	-	20,157.04	20,157.04	16,130.53	10,748.71	26,879.24
007047	EV01 Betterment Lamperts Road	QRA	-	135.00	2,523.62	2,658.62	-	-	-	-	2,658.62	2,658.62	5,829.29	973.71	6,803.00
007048	EV01 Betterment M'Well Upper Yarraman	QRA	-	105.00	1,823.10	1,928.10	-	-	-	-	1,928.10	1,928.10	3,120.95	3,561.72	6,682.67
007049	EV01 Betterment Manumbar Road	QRA	-	200.00	3,754.45	3,954.45	-	-	-	-	3,954.45	3,954.45	6,210.15	1,045.69	7,255.84
007050	EV01 Betterment Nords Road	QRA	-	590.00	10,184.56	10,774.56	-	-	-	-	10,774.56	10,774.56	5,892.77	4,240.71	10,133.48
007051	EV01 Betterment Old Wondai Road	QRA	-	3,330.00	5,148.90	8,478.90	-	-	-	-	8,478.90	8,478.90	6,019.73	1,009.71	7,029.44
007052	EV01 Betterment Parkers Road	QRA	-	310.00	1,364.69	1,674.69	-	-	-	-	1,674.69	1,674.69	5,829.30	973.72	6,803.02
007053	EV01 Betterment Pedersens Road	QRA	-	700.00	13,181.42	13,881.42	-	-	-	-	13,881.42	13,881.42	6,654.50	1,504.71	8,159.21
007054	EV01 Betterment Recreation Drive	QRA	-	90.00	1,640.52	1,730.52	-	-	-	-	1,730.52	1,730.52	5,702.33	1,324.71	7,027.04
007055	EV01 Betterment Smiths Road Inverlaw	QRA	-	1,700.00	4,657.58	6,357.58	-	-	-	-	6,357.58	6,357.58	4,189.47	963.70	4,853.17
007056	EV01 Betterment Trentham Lane	QRA	-	465.00	8,569.65	9,034.65	-	-	-	-	9,034.65	9,034.65	5,797.55	5,709.72	11,507.27
007057	EV01 Betterment Trouts Road	QRA	-	2,040.00	1,684.44	3,724.44	-	-	-	-	3,724.44	3,724.44	5,511.91	1,288.70	6,800.61
007058	EV03 Betterment Arthur Street East	QRA	-	797.66	4,411.02	5,208.68	-	-	-	-	5,208.68	5,208.68	4,173.80	6,343.71	10,517.31
007059	EV03 Betterment Nords Road	QRA	-	1,787.05	9,882.37	11,669.42	-	-	-	-	11,669.42	11,669.42	11,722.06	4,222.70	15,944.76
007060	EV03 Betterment Tim Dwyer Road	QRA	-	956.50	5,289.42	6,245.92	-	-	-	-	6,245.92	6,245.92	6,891.03	9,060.72	17,771.75
007061	EV03 Betterment Waksie Road	QRA	-	2,664.47	14,734.47	17,398.94	-	-	-	-	17,398.94	17,398.94	9,177.70	13,041.70	22,219.40
007062	EV04 Betterment Manar Road	QRA	-	7,319.45	12,872.28	20,191.73	-	-	-	-	20,191.73	20,191.73	11,484.02	13,319.72	24,803.74
007063	EV04 Betterment Magee Road	QRA	-	445.92	8,472.48	8,918.40	-	-	-	-	8,918.40	8,918.40	8,891.04	9,080.71	17,771.75
007064	EV04 Betterment Walkers Road	QRA	-	788.95	14,990.02	15,778.97	-	-	-	-	15,778.97	15,778.97	6,352.98	8,329.71	14,682.69
007065	EV04 Betterment Kearneys Road	QRA	-	11.64	221.15	232.79	-	-	-	-	232.79	232.79	5,564.81	8,847.70	14,412.51
007066	EV04 Betterment Hodges Road	QRA	-	346.95	6,592.02	6,938.97	-	-	-	-	6,938.97	6,938.97	5,374.37	8,739.72	14,114.09
007067	EV04 Betterment Goldsworthy Road	QRA	-	382.22	7,262.19	7,644.41	-	-	-	-	7,644.41	7,644.41	5,781.68	7,255.85	13,037.53
007068	Paines Road Comp Works Gravel Reshee	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	60,536.45	60,536.45
007073	Eisenmengers Road Comp Gravel resheet	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	3,178.35	3,178.35
007074	Tingora Cemetary Rd Comp Gravel Resh	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	4,299.29	4,299.29
Sub Activity Subtotal			-	973,283.09	325,617.25	1,298,900.34	2,000,000.00	-	26,716.91	-	674,382.75	1,298,900.34	398,014.09	577,506.75	975,520.84
Activity Total			5,629,214.00	2,859,123.90	5,269,772.91	13,848,110.81	12,562,892.00	1,841,170.47	26,716.91	1,211,064.00	1,740,298.75	13,848,110.81	4,025,063.03	7,187,168.07	11,212,231.10
Water Services															
W4Q - Round 4															
006906	W4Q4-Kingaroy Water Security MWooroo	W4Q4	-	580,000.00	1,500,000.00	2,080,000.00	1,750,000.00	-	-	330,000.00	-	2,080,000.00	1,850,068.80	81,730.75	1,931,799.55
Sub Activity Subtotal			-	580,000.00	1,500,000.00	2,080,000.00	1,750,000.00	-	-	330,000.00	-	2,080,000.00	1,850,068.80	81,730.75	1,931,799.55
Water - General Oper															
006503	S1 & S2 - PC, SCADA & Telemetry WATEF	COUNCIL	-	183,332.00	-	183,332.00	183,332.00	-	-	-	-	183,332.00	15,079.88	159,823.00	174,902.88
006640	S2- PC, SCADA & Telemetry WATER	COUNCIL	-	-	-	-	-	-	-	-	-	-	162.00	-	162.00
006898	S3 - PC, SCADA & Telemetry WATER	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	-	17,500.00	-	-	-
006909	Solar panels for treatment plants	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	-	30,000.00	-	-	-
Sub Activity Subtotal			47,500.00	183,332.00	-	230,832.00	388,332.00	-	-	157,500.00	-	230,832.00	15,241.88	159,823.00	175,064.88
Water - Blackbutt															
006788	Blackbutt HL PS Switchboard renewal +	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	-	17,500.00	-	-	-
006899	Blackbutt WTP Switchboard Renewal & PC	COUNCIL	40,000.00	-	-	40,000.00	400,000.00	-	-	360,000.00	-	40,000.00	-	-	-
Sub Activity Subtotal			57,500.00	-	-	57,500.00	575,000.00	-	-	517,500.00	-	57,500.00	-	-	-
Water - Kingaroy															
005547	Gordonbrook WTP - Pest Con Contract Wr	COUNCIL	-	450,000.00	-	450,000.00	-	-	-	-	450,000.00	450,000.00	29,976.63	419,778.86	449,755.49
006516	Gordonbrook Off Stream Storage Design	BOR &	-	278,721.00	290,000.00	568,721.00	278,721.00	-	290,000.00	-	-	568,721.00	11,253.52	330,740.11	341,993.63
006517	Water Meter Replacement Program - 21/2	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	3,989.66	3,989.66
006566	Gordonbrook Dam Emergency Repairs 20/	COUNCIL	-	80,000.00	-	80,000.00	-	-	-	80,000.00	-	80,000.00	-	-	-
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	88,196.20	-	88,196.20	-	88,196.20	-	-	-	88,196.20	31,371.39	36,507.53	67,878.92
006783	Gordonbrook Dam Spillway AFC D&C	COUNCIL	-	-	-	800,000.00	-	-	-	-	800,000.00	-	-	-	-
006787	Kingaroy Water Security Trunk Infra Upgr	COUNCIL	-	244,125.00	-	244,125.00	244,125.00	-	-	-	-	244,125.00	7,182.29	69,206.22	76,388.51
006882	WMR Markwell St Kingaroy	COUNCIL	98,000.00	-	-	98,000.00	98,000.00	-	-	-	-	98,000.00	-	115,867.66	115,867.66
006900	WMR Alford St Kingaroy (William-Burnett)	COUNCIL	133,000.00	-	-	133,000.00	133,000.00	-	-	-	-	133,000.00	-	55,260.16	55,260.16
006901	WMR Glendon St Kingaroy(Alford-Markwe	COUNCIL	78,400.00	-	-	78,400.00	78,400.00	-	-	-	-	78,400.00	-	46,838.56	46,838.56
006902	Driveln W/Main Bunya Hwy Joint Replacer	COUNCIL	-	-	-	100,000.00	-	-	-	-	100,000.00	-	-	-	-
006976	Jubilee St Kingaroy (End to lanSt)	COUNCIL	30,000.00	-	-	30,000.00	30,000.00	-	-	-	-	30,000.00	-	18,237.99	18,237.99
Sub Activity Subtotal			339,400.00	1,141,042.20	290,000.00	1,770,442.20	1,762,246.00	88,196.20	290,000.00	80,000.00	450,000.00	1,770,442.20	79,783.83	1,096,426.75	1,176,210.58
Water - Nanango															
006657	WMR Dalby St Nanango (Gipps-ChesterSt	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	2,502.93	2,502.93
006785	Nanango WTP & Bores A, B, C, etc	COUNCIL	-	38,711.33	-	38,711.33	340,000.00	38,711.33	-	340,000.00	-	38,711.33	-	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Grant Funding	Total Budgeted Revenue	2023/2024 Adopted Budget	2022/2023 Continued Projects	First Quarter Budget Adjustments	Second Quarter Budget Adjustments	Third Quarter Budget Adjustments	Total Available Budget	Commitments	2023/2024 Actual Expenditure	2023/2024 Actual Expenditure & Commitments
Sub Activity Subtotal			-	38,711.33	-	38,711.33	340,000.00	38,711.33	-	340,000.00	-	38,711.33	-	2,502.93	2,502.93
Water - Proston															
006658	WMR Blake St, Proston (Drake-RodneySt)	COUNCIL	-	90,916.64	-	90,916.64	-	99,369.22	-	-	8,452.58	90,916.64	-	91,717.10	91,717.10
Sub Activity Subtotal			-	90,916.64	-	90,916.64	-	99,369.22	-	-	8,452.58	90,916.64	-	91,717.10	91,717.10
Water - Wondai															
006659	WMR Mackenzie St, Wondai (Osborne-En)	COUNCIL	84,288.97	-	-	84,288.97	208,574.00	-	-	50,000.00	74,285.03	84,288.97	-	84,288.97	84,288.97
006660	WMR Mackenzie St, Wondai (Osborne-So)	COUNCIL	105,474.58	-	-	105,474.58	138,116.00	-	-	30,000.00	2,641.42	105,474.58	-	105,474.58	105,474.58
006661	WMR Cadell St, Wondai (Scott - Kent St)	COUNCIL	-	103,033.18	-	103,033.18	-	234,392.67	-	-	131,359.49	103,033.18	-	103,455.00	103,455.00
006881	Media Replacement Wondai	COUNCIL	140,000.00	-	-	140,000.00	140,000.00	-	-	-	-	140,000.00	-	22,060.00	22,060.00
Sub Activity Subtotal			329,763.55	103,033.18	-	432,796.73	486,690.00	234,392.67	-	80,000.00	208,285.94	432,796.73	-	315,278.55	315,278.55
Activity Total			774,163.55	2,137,035.35	1,790,000.00	4,701,198.90	5,302,268.00	460,669.42	290,000.00	685,000.00	666,738.52	4,701,198.90	1,945,094.51	1,747,479.08	3,692,573.59
Wastewater Services															
Wastewater - General															
006641	S2- PC, SCADA & Telemetry WASTEWATI	COUNCIL	-	166,747.00	-	166,747.00	166,747.00	-	-	-	-	166,747.00	-	141,380.00	141,380.00
006903	S3- PC, SCADA & Telemetry WASTEWATI	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	-	17,500.00	-	-	-
006904	Regional Sewer Relining	COUNCIL	1,600,000.00	-	-	1,600,000.00	1,600,000.00	-	-	-	-	1,600,000.00	948,434.84	97,699.34	1,046,134.18
Sub Activity Subtotal			1,617,500.00	166,747.00	-	1,784,247.00	1,941,747.00	-	-	157,500.00	-	1,784,247.00	948,434.84	239,079.34	1,187,514.18
Wastewater - Kingaro															
006905	Kingaroy SPS2 Tessmanns Rd Switchboar	COUNCIL	17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	-	17,500.00	2,124.06	2,395.95	4,520.01
Sub Activity Subtotal			17,500.00	-	-	17,500.00	175,000.00	-	-	157,500.00	-	17,500.00	2,124.06	2,395.95	4,520.01
Wastewater - Nanango															
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	21,000.00	-	-	21,000.00	210,000.00	-	-	189,000.00	-	21,000.00	2,124.05	2,395.92	4,519.97
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	14,000.00	-	-	14,000.00	140,000.00	-	-	126,000.00	-	14,000.00	2,124.07	2,395.95	4,520.02
Sub Activity Subtotal			35,000.00	-	-	35,000.00	350,000.00	-	-	315,000.00	-	35,000.00	4,248.12	4,791.87	9,039.99
CED - Proston															
006510	BDWW-WWTP1 SB Renewal	COUNCIL	-	16,500.00	-	16,500.00	-	-	-	16,500.00	-	16,500.00	-	16,381.97	16,381.97
006796	Proston CED Pump Station Replace & Rer	COUNCIL	21,000.00	-	-	21,000.00	210,000.00	-	-	189,000.00	-	21,000.00	2,124.05	2,395.95	4,520.00
Sub Activity Subtotal			21,000.00	16,500.00	-	37,500.00	210,000.00	-	-	172,500.00	-	37,500.00	2,124.05	18,777.92	20,901.97
Activity Total			1,691,000.00	183,247.00	-	1,874,247.00	2,676,747.00	-	-	802,500.00	-	1,874,247.00	956,931.07	265,045.08	1,221,976.15
Waste															
Waste Management - R															
006607	New Maidenwell Transfer Station	COUNCIL	-	184,601.07	-	184,601.07	250,000.00	54,601.07	330,000.00	-	450,000.00	184,601.07	10,669.66	99,094.68	109,764.34
006780	Nanango Weighbridge & Transfer Station	LGGSP	-	202,720.00	304,080.00	506,800.00	303,780.00	303,020.00	-	-	100,000.00	506,800.00	242,967.21	253,946.94	496,914.15
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	56,700.00
006989	Wondai Weighbridge	DRFA	-	202,634.25	337,723.75	540,358.00	-	-	590,358.00	-	50,000.00	540,358.00	475,569.99	66,981.15	542,551.14
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	60,000.00	-	60,000.00	-	-	100,000.00	-	40,000.00	60,000.00	-	54,560.00	54,560.00
Sub Activity Subtotal			-	678,305.32	641,803.75	1,320,109.07	553,780.00	357,621.07	1,020,358.00	28,350.00	640,000.00	1,320,109.07	757,556.86	502,932.77	1,260,489.63
Activity Total			-	678,305.32	641,803.75	1,320,109.07	553,780.00	357,621.07	1,020,358.00	28,350.00	640,000.00	1,320,109.07	757,556.86	502,932.77	1,260,489.63
Grand Total			12,548,021.38	12,696,278.86	11,756,515.43	37,505,815.67	33,353,819.00	7,703,040.40	1,815,912.68	869,629.62	4,497,326.89	37,505,815.67	13,323,502.85	17,486,788.46	30,810,291.31



South Burnett Regional Council
Monthly Financial Report
May 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 31 May 2024.

- The amended budget reflects the 3rd quarter budget revision as adopted at the May Council Meeting.
- Recurrent Revenue is currently sitting at 95% compared to the amended budget and Recurrent Expenditure is sitting at 95%.
- Revenue is impacted by timing effects of various income streams including grant revenue and timing in rates revenue.
- Council's current cash holdings at the end of May 2024 was \$69.33m with \$31.31m of this currently classed as restricted cash.
- All ratios at the end of May are all within their respective targets apart from the Current Ratio which is outside the target of between 2.0 and 4.0 and is sitting at 4.61. This is largely due to the large cash balance at the end of May.
- Council's capital expenditure program is currently sitting at \$17.48m in actual expenditure which equates to approximately 46.6% of the total amended budget. When taking into account committed costs of \$13.32m, the total expended is \$30.81m which represents approximately 82% of the amended budget.
- The budget for 2024-2025 is due to be adopted at a special budget meeting on the 10th of July 2024.

Executive Summary

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 31 May 2024
92% of Year Complete

	2024 \$	Original Budget \$	Amended Budget \$	Variance %
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	58,438,569	57,018,206	57,879,472	101%
Fees and Charges	5,976,647	5,276,904	5,587,401	107%
Rental Income	521,582	459,715	518,603	101%
Interest Received	3,174,205	1,975,000	2,960,000	107%
Sales Revenue	5,450,366	6,835,007	7,049,000	77%
Other Income	1,225,478	1,179,323	1,168,162	105%
Grants, Subsidies, Contributions and Donations	20,746,708	8,546,353	25,153,080	82%
	<u>95,533,554</u>	<u>81,290,508</u>	<u>100,315,718</u>	<u>95%</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	7,352,535	9,471,224	12,756,515	58%
Total Income	<u>102,886,089</u>	<u>90,761,732</u>	<u>113,072,233</u>	<u>91%</u>
Expenses				
Recurrent Expenses				
Employee Benefits	26,908,070	27,612,019	29,036,895	93%
Materials and Services	48,189,611	31,759,777	48,670,540	99%
Finance Costs	1,615,025	1,734,655	1,734,654	93%
Depreciation and Amortisation	22,144,225	23,673,214	24,256,028	91%
	<u>98,856,932</u>	<u>84,779,665</u>	<u>103,698,118</u>	<u>95%</u>
Capital Expense	4,457,058	(415,000)	(415,000)	-1074%
Total Expense	<u>103,313,990</u>	<u>84,364,665</u>	<u>103,283,118</u>	<u>100%</u>
Net Result	<u>(427,901)</u>	<u>6,397,067</u>	<u>9,789,115</u>	
Net Operating Result	<u>(3,323,378)</u>	<u>(3,489,157)</u>	<u>(3,382,400)</u>	

2.1 Operating Income Statement Split by Department

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

	Total Revenue				Total Expenditure			
	Actual	Original Budget	Amended Budget	%	Actual	Original Budget	Amended Budget	%
Water	\$ 12,808,158	\$ 11,934,395	\$ 12,556,273	102%	\$ 10,761,398	\$ 11,532,637	\$ 11,671,912	92%
Wastewater	\$ 7,398,484	\$ 7,260,458	\$ 7,340,245	101%	\$ 5,931,274	\$ 5,782,239	\$ 5,876,432	101%
Waste	\$ 8,183,428	\$ 8,178,597	\$ 8,251,061	99%	\$ 6,891,850	\$ 8,767,055	\$ 9,073,433	76%
Plant and Fleet	\$ 172,895	\$ 191,000	\$ 191,000	91%	\$ 1,005,188	\$ 1,372,800	\$ 1,586,623	63%
Genops	\$ 66,970,588	\$ 53,726,059	\$ 71,977,139	93%	\$ 76,277,598	\$ 60,070,534	\$ 78,662,964	97%
Total	\$ 95,533,554	\$ 81,290,508	\$ 100,315,718	95%	\$ 98,856,932	\$ 84,779,665	\$ 103,698,118	95%

Revenue

- All revenue items are currently tracking either close to or above the target of 92%.
- Water, Wastewater, Waste and Genops are all affected slightly by timing of rates revenue for the January to June period which was levied in March.
- Water is sitting at 102% and is affected by increased water sales from standpipes, bulk water sales and water connections as well as variances on the early payment discount for the current rates period.
- Waste is affected by additional waste disposal revenue.
- Genops is sitting above the target at 93% and will be affected by income received from Queensland Reconstruction Authority and DTMR for flood restoration works as well as favourable bank account interest income.

Expenditure

- Two departments are tracking above the target of 92% for the month. These are Wastewater and Genops.
- Wastewater has above target expenses for materials and services due to increases in rates paid and remissions on rates for the year as well as fluctuations in work done at various Sewerage Treatment Plants.
- Waste is below target for the month but can be affected by timing of monthly waste expenditure bills that have not been received.
- Expenditure for Fleet is affected by timing of yearly registration and insurance bills as well as timing in use of internal plant by departments for the month.
- Genops continues to be affected by the timing in expenditure compared to budget for the 2022 & 2023 weather events works and accounts for approximately \$18m (24%) of the total expenditure for Genops. This will be offset by grant income.
- Genops is also affect by timing in annual expenses such as insurance, workers compensation premiums and annual software licences.

2.2 Revenue

2.2.1 Rates Levies and Charges

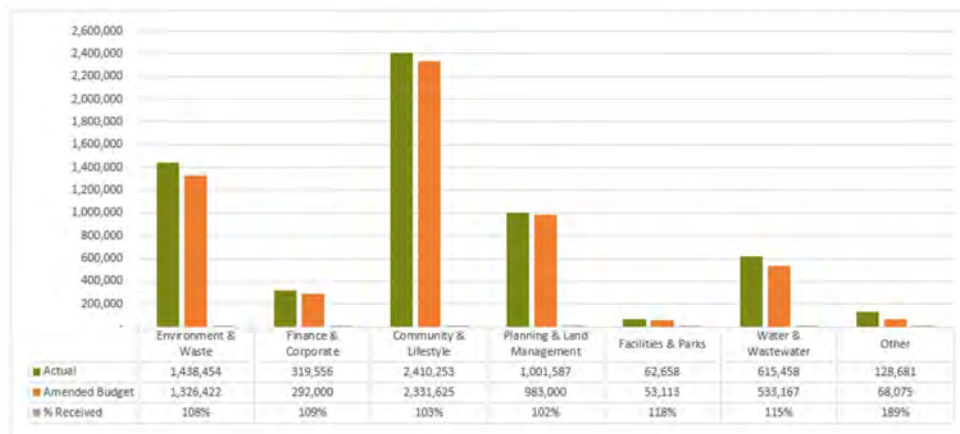
This item shows South Burnett Regional Council's total net income from general rates, service charges (water, sewerage and waste) and special charges.

Rates or Charges	Actuals	Original Budget	Amended Budget
General Rates	\$ 32,124,251	\$ 31,574,666	\$ 31,804,538
Quarry Special Charge	\$ 16,643	\$ -	\$ 16,600
Water Charges	\$ 12,219,988	\$ 11,562,083	\$ 12,066,393
Sewerage Charges	\$ 7,294,137	\$ 7,149,764	\$ 7,246,230
Waste Collection Charges	\$ 3,396,003	\$ 3,370,338	\$ 3,370,181
Community Rescue and Evacuation Levy	\$ 89,340	\$ 90,000	\$ 90,000
Waste Management Levy	\$ 3,304,493	\$ 3,271,355	\$ 3,291,261
Memerambi Estate Levies	-\$ 6,287	\$ -	-\$ 5,731
Total	\$ 58,438,569	\$ 57,018,206	\$ 57,879,472

As at 31 May 2024, rates, levies and charges are tracking at 101% as both rates levies have now been issued for the financial year. Actuals are higher than amended budget due to less people taking up discount on the current rates notice during May as well as supplementary rates notices being issues for windfarm lease land parcels.

2.2.2 Fees and Charges

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



As of 31 May 2024, fees and charges are tracking above target at 107%. Main factors affecting the fees and charges figures are:

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

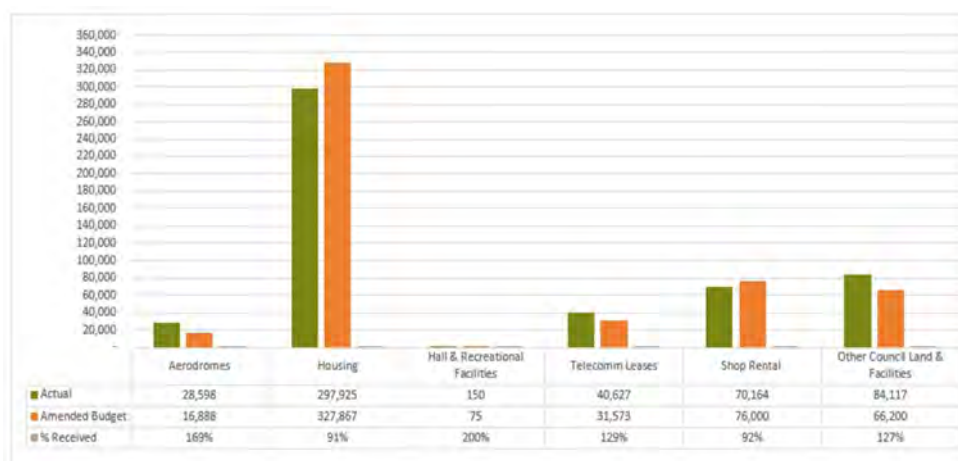
- Community & Lifestyle are above target and is affected by timing in visitors at Boondooma Dam, timing in cemetery income and saleyard income.
- Planning and Land Management is above target at 102% due to timing in number of planning and building applications.
- Facilities & Parks are above target due to increases in the hall hire and caravan park fees received.
- Water & Waste Water are above target due to increases in water standpipe sales, bulk water sales and timing from yearly trade waste permits being invoiced and increases in other sewerage discharge fees.
- Other is above target due to increases from developer contributions.

2.2.3 Rental Income

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

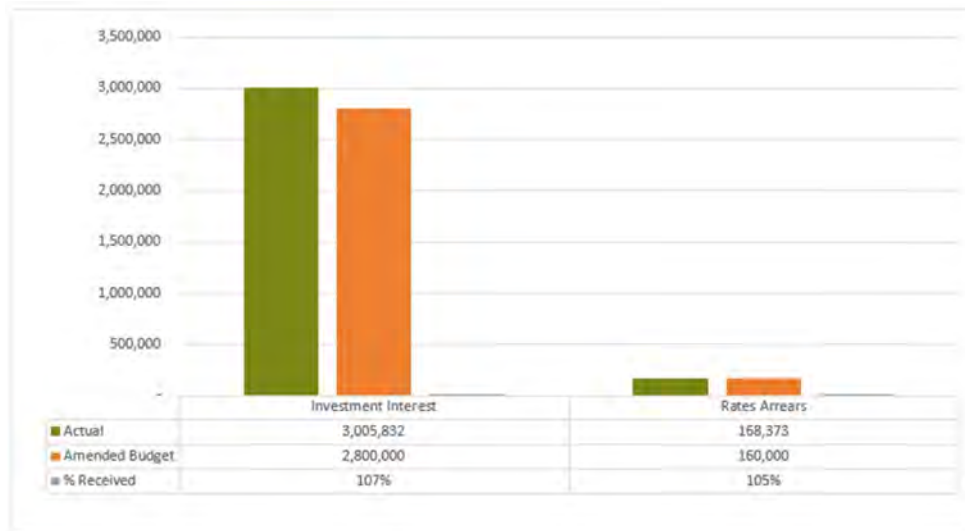
As of 31 May 2024, rental income is tracking at 101% due to timing in annual rental of various facilities. Main factors affecting the rental income figures are:

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



2.2.4 Interest Received

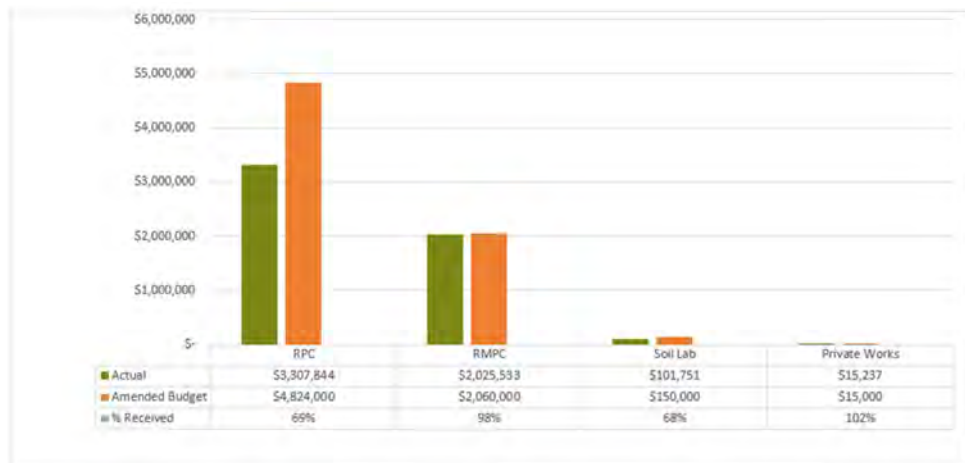
Interest revenue includes interest on investments and rate arrears. As of 31 May 2024, interest received is tracking above target at 107% due to favourable interest rates.



2.2.5 Sales Revenue

Sales revenue is income received from undertaking work for Main Roads, private works and recoverable works conducted by the Soil Laboratory. As of 31 May 2024, sales revenue is tracking below target at 77%.

This is largely due to timing of when RPC and RMPC works for this financial year are scheduled to be performed. Claims of approximately \$22k were in progress at the end of May 2024.



2.2.6 Other Income

Other income is sundry income derived from all other sources.

As of 31 May 2024, other income is tracking above target at 105%. Reasons surrounding this can be found below.

<i>Income Stream</i>	<i>Actual</i>	<i>Original Budget</i>	<i>Amended Budget</i>	<i>% Received</i>
VIC Income	\$ 96,701	\$ 88,100	\$ 88,100	110%
Fines	\$ 18,540	\$ 53,073	\$ 33,073	56%
Scrap Steel	\$ 191,896	\$ 289,865	\$ 314,865	61%
Library Sales	\$ 2,024	\$ 2,830	\$ 2,859	71%
Museum Sales	\$ 246	\$ -	\$ -	0%
Agency Income	\$ 86,216	\$ 52,000	\$ 78,000	111%
Tourist Parks	\$ 354,435	\$ 320,000	\$ 320,000	111%
Legal Recovery	\$ 75,093	\$ 80,000	\$ 80,000	94%
Insurance Claims & Workcover	\$ 135,034	\$ 20,000	\$ 20,000	675%
Misc Other	\$ 265,293	\$ 242,360	\$ 231,265	115%
Total	\$ 1,225,478	\$ 1,179,323	\$ 1,168,162	105%

- VIC Income is above target due to increased sale of goods.
- Fines are below target due to fluctuations in number of infringements throughout the year. There is a possibility that this value will decrease in the future if fines are sent to the State Penalties Enforcement Registry (SPERS) for collection.
- Scrap steel is picked up sporadically during the year and so has a timing factor. It is currently anticipated that another steel pickup will occur prior to end of year.
- Legal recovery, and insurance claims are raised and received sporadically during the year based on events and debt collection activities.

2.2.7 Operational Grants

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

As of 31 May 2024, operating grants are tracking above target at 82% due to timing in when operational grants are received and spent. Approximately \$18.81m of the monies received so far this year relates to funding from Queensland Reconstruction Authority (QRA) for expenditure incurred due to weather events.

Council should receive notification shortly around any prepayment of the 2024-2025 Financial Assistance Grant.

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

2.2.8 Capital Grants

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

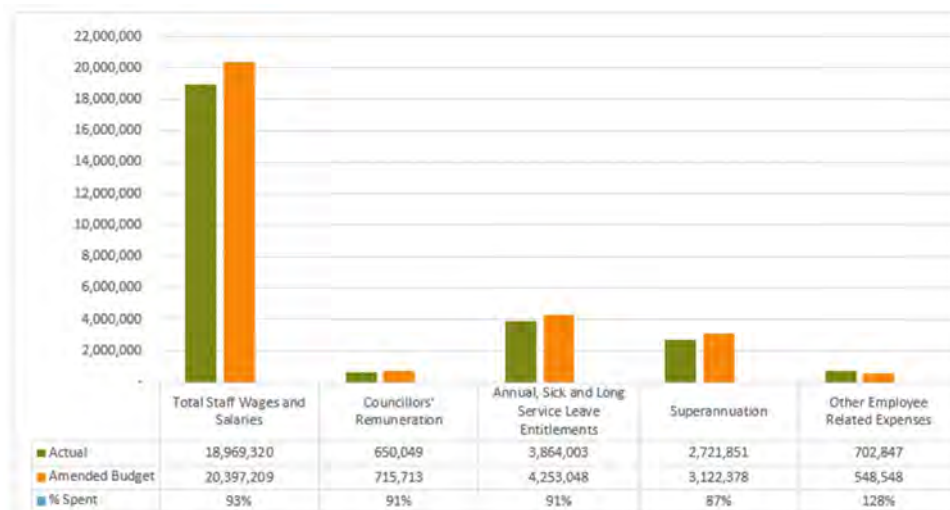
As of 31 May 2024, capital grants are tracking below target at 58%. This is expected to increase over the next month as capital projects are completed. Contract asset and contract liability movements have been processed for the month.

2.3 Expenditure

2.3.1 Employee Benefits

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

As of 31 May 2024, employee benefits are tracking slightly above target at 93%.



2.3.2 Materials and Services

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

As of 31 May 2024, materials and services are tracking above target at 99%.

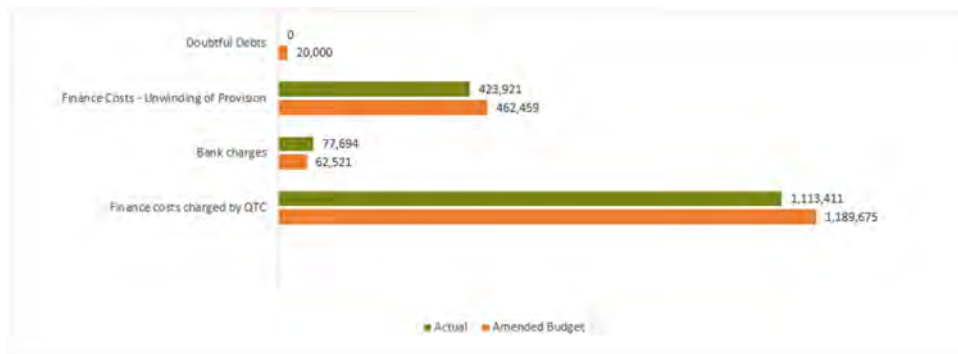
Description	Actual	Original Budget	Amended Budget	% Spent
Donations	902,039	641,631	940,471	96%
Materials	21,054,937	21,062,312	23,253,835	91%
Services	26,880,891	11,017,991	24,148,733	111%
Internal Plant Charges	6,922,872	8,006,570	9,296,228	74%
Internal Plant Recoveries	- 7,571,128	- 8,968,726	- 8,968,726	84%
	48,189,611	31,759,777	48,670,540	

- A majority of variances seen in the materials category so far relate to timing of when invoices are received including timing of yearly insurances and fleet registrations.
- A large portion of the donations relate to programs under the Black Summer Bushfire Grant as well as the yearly rate remissions.
- Expenditure of \$17.93m is associated with the various weather events and has been offset by income from Queensland Reconstruction Authority (QRA).
- There is a degree of timing for waste collection and water usage invoices as they have not yet been received.

2.3.3 Finance Costs

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

As of 31 May 2024, finance costs are tracking just above target at 93%.



2.3.4 Depreciation

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

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

As of 31 May 2024, depreciation expense was just below target at 91%. Depreciation expense will be closely monitored as capitalisation occurs.

Work in progress balance as at 31 May 2024 is \$12.15m, made up of the asset classes listed below.

Asset Class	Opening Balance	Capital Expenditure	Capitalisation	Closing Balance
Plant & Equipment	42,519	42,647	-	85,166
Land	66,069	-	-	66,069
Buildings	2,475,160	384,815	-	2,859,975
Roads	4,210,157	751,411	-	4,961,567
Water	2,491,598	125,310	-	2,616,907
Wastewater	240,307	34,756	-	275,063
Fleet	115,843	751,148	178,200	688,791
Waste	380,304	141,338	-	521,642
Office/ICT	49,032	29,405	-	78,437
	10,070,988	2,260,829	178,200	12,153,618

2.3.5 Capital Expense

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

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

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

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

Capital expense is sitting at \$4.45m as at 31 May 2024 due to sales income for fleet items sold and revenue from sale of land and buildings, less disposals of assets.

<i>Capital Expense</i>	<i>Actual</i>	<i>Original Budget</i>	<i>Amended Budget</i>
INCOME			
Fleet	- 339,883	- 415,000	- 415,000
Land	- 136,181	-	-
Roads	- 205,000		
DISPOSALS			
Roads	3,187,161	-	-
Fleet	202,784	-	-
Land	429,847	-	-
Buildings	789,394	-	-
Water	149,490	-	-
Wastewater	379,445	-	-
Miscellaneous	-	-	-
	4,457,058	- 415,000	- 415,000

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position
as at 31 May 2024

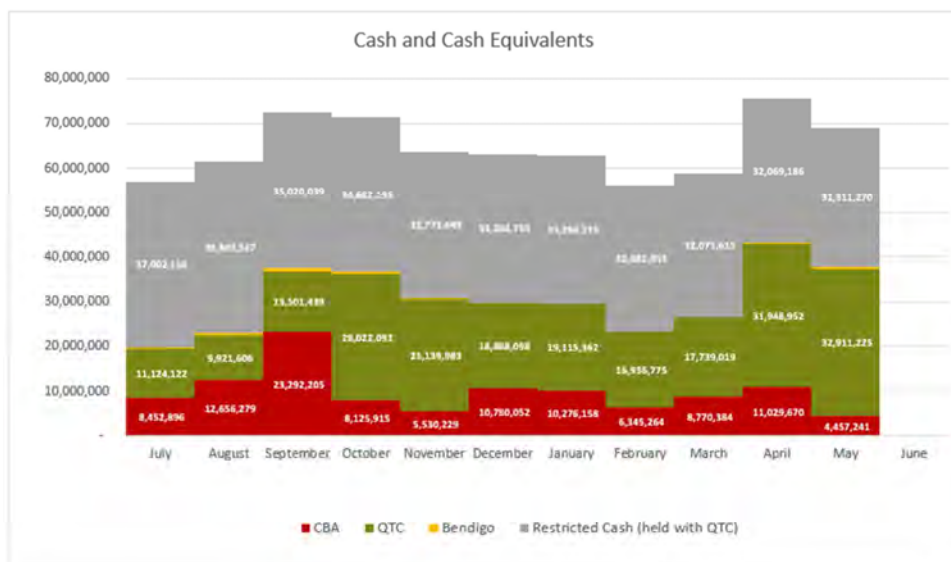
	2024 MAY	Original Budget	Amended Budget
	\$	\$	\$
Current Assets			
Cash and Cash Equivalents	69,332,271	56,343,950	60,933,424
Trade and Other Receivables	7,543,932	11,936,624	12,372,857
Inventories	985,077	781,347	840,354
Investments	-	-	-
Total Current Assets	77,861,280	69,061,921	74,146,635
Non-Current Assets			
Trade and Other Receivables	543,637	389,495	389,495
Property, Plant and Equipment	1,050,866,239	1,068,147,535	1,073,659,228
Right of Use Asset	695,950	661,125	669,127
Intangible Assets	6,243,253	6,242,606	6,242,586
Total Non-Current Assets	1,058,349,080	1,075,440,760	1,080,960,436
TOTAL ASSETS	1,136,210,360	1,144,502,682	1,155,107,071
Current Liabilities			
Trade and Other Payables	9,514,910	10,423,308	15,877,925
Borrowings	3,309,663	3,460,548	3,460,548
Lease Liabilities	20,206	18,439	18,637
Provisions	4,047,717	3,931,009	3,915,600
Unearned Revenue	-	2,300,754	2,749,085
Other Liabilities	-	1,410,715	1,410,715
Total Current Liabilities	16,892,495	21,544,773	27,432,510
Non-Current Liabilities			
Trade and Other Payables	-	-	-
Borrowings	20,443,154	20,335,543	20,335,543
Lease Liabilities	712,723	686,457	694,284
Provisions	12,457,277	12,444,910	12,161,008
Other Liabilities	4,398,720	1,470,746	2,960,718
Total Non-Current Liabilities	38,011,873	34,937,655	36,151,553
TOTAL LIABILITIES	54,904,368	56,482,428	63,584,063
NET COMMUNITY ASSETS	1,081,305,992	1,088,020,254	1,091,523,008
Community Equity			
Retained Surplus/(Deficiency)	441,723,036	448,318,094	450,657,913
Asset Revaluation Surplus	639,582,956	639,702,160	640,865,095
TOTAL COMMUNITY EQUITY	1,081,305,992	1,088,020,254	1,091,523,008

3.1 Current Assets

3.1.1 Cash and Cash Equivalents

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

As of 31 May 2024, Council's actual cash and cash equivalents balance was \$69.33m. The below table shows the breakup of this balance sheet element (excluding cash drawers).

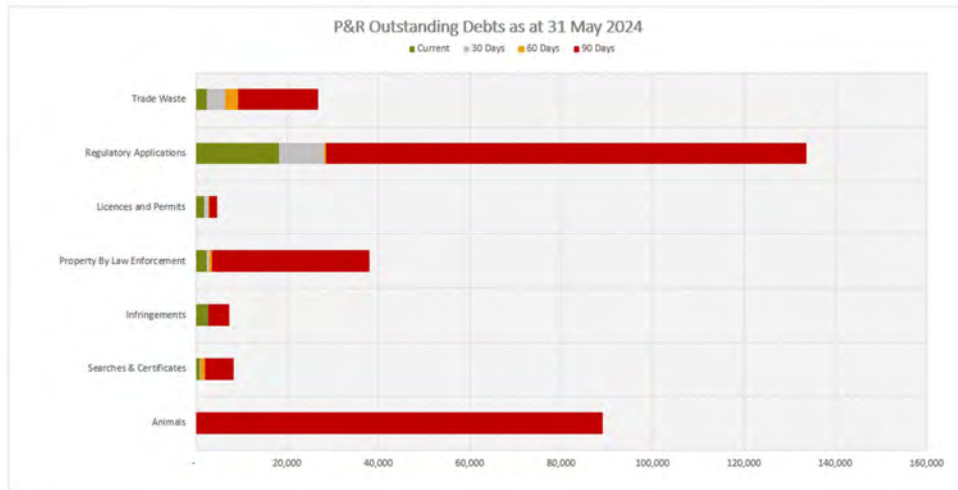


As at the 31 May 2024, the restricted cash balance was \$31.31m. This decreased from last month by \$758k and is made up of decreases in Roads of \$218k, Buildings of \$29k, Waste of \$58k, Plant & ICT of \$342k, Water of \$101k and Wastewater of \$10k.

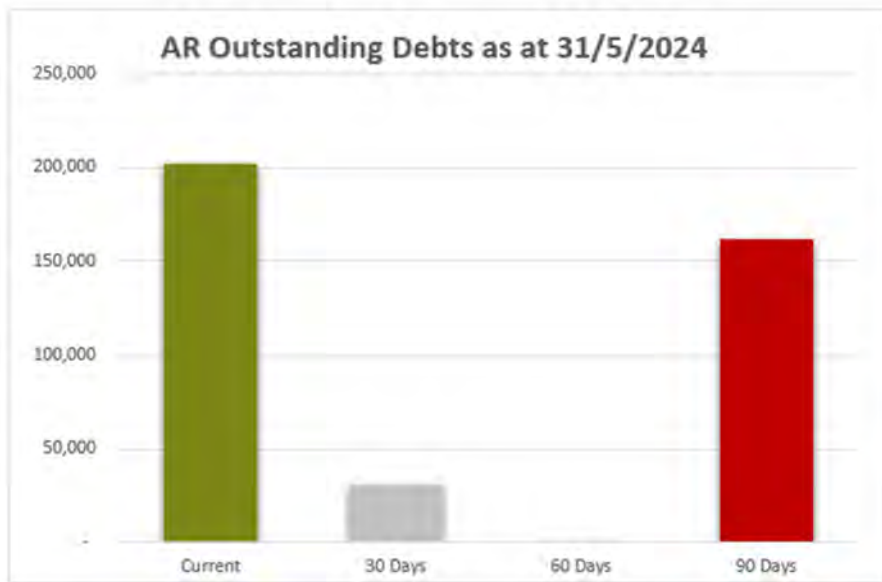
RESTRICTED CASH	Apr-24	May-24	Difference
Recurrent Expenditure	505,164	505,164	-
Future Capital Works			-
Roads	5,145,496	4,927,447	- 218,049
Buildings	3,573,493	3,544,007	- 29,487
Waste	6,017,466	5,959,683	- 57,783
Land	25,322	25,322	-
Plant & ICT	6,538,995	6,197,459	- 341,536
Water	3,471,052	3,369,722	- 101,330
Wastewater	4,688,110	4,678,380	- 9,730
Unspent - Developer Contributions	1,729,986	1,729,986	-
Unspent - Loan Funds	374,100	374,100	-
Total	32,069,186	31,311,270	- 757,915

3.1.2 Trade and Other Receivables

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



Property and Rating (P&R) debts above that are overdue by 90 days or more total \$259k and are made up of \$89k in overdue animal registrations, \$108k being actively pursued by Council staff or determination on next steps are being investigated, \$35k can be recovered when properties are sold, and \$27k belong to developer contributions that will be finalised in the future.

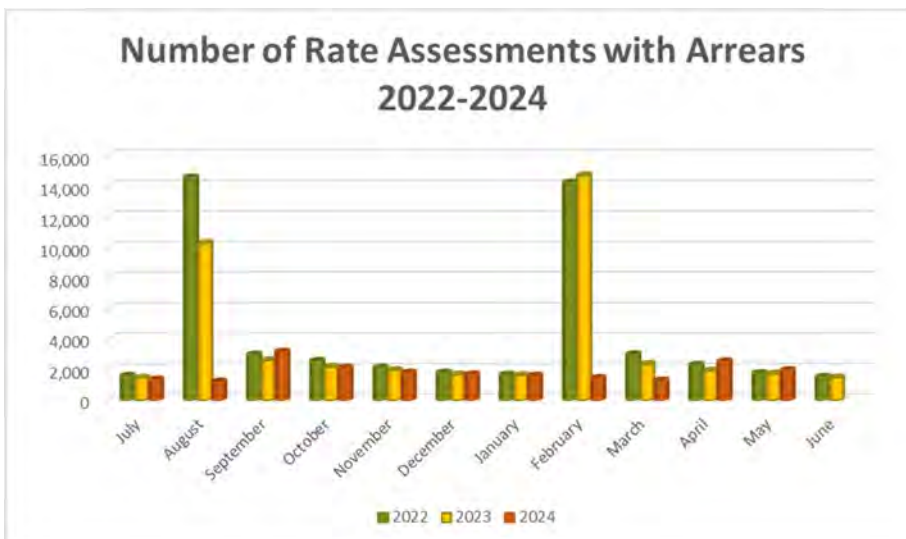
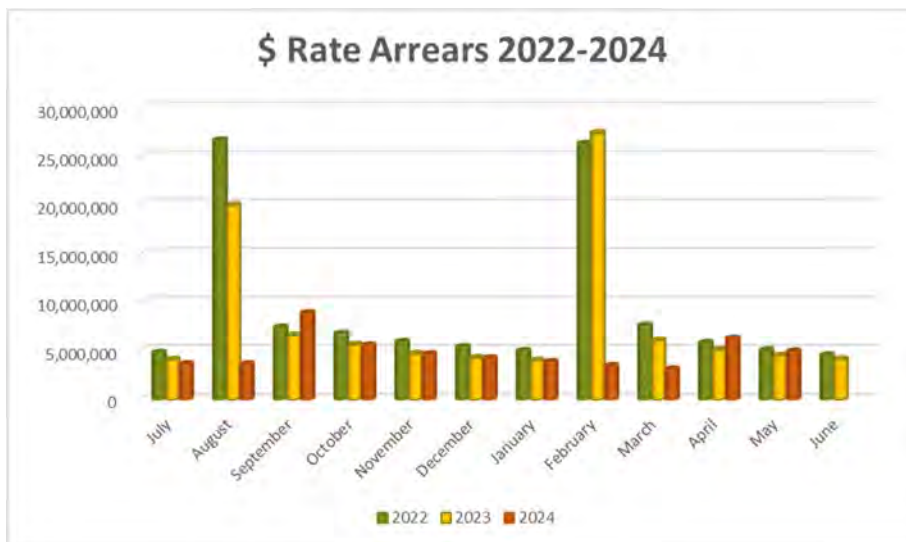


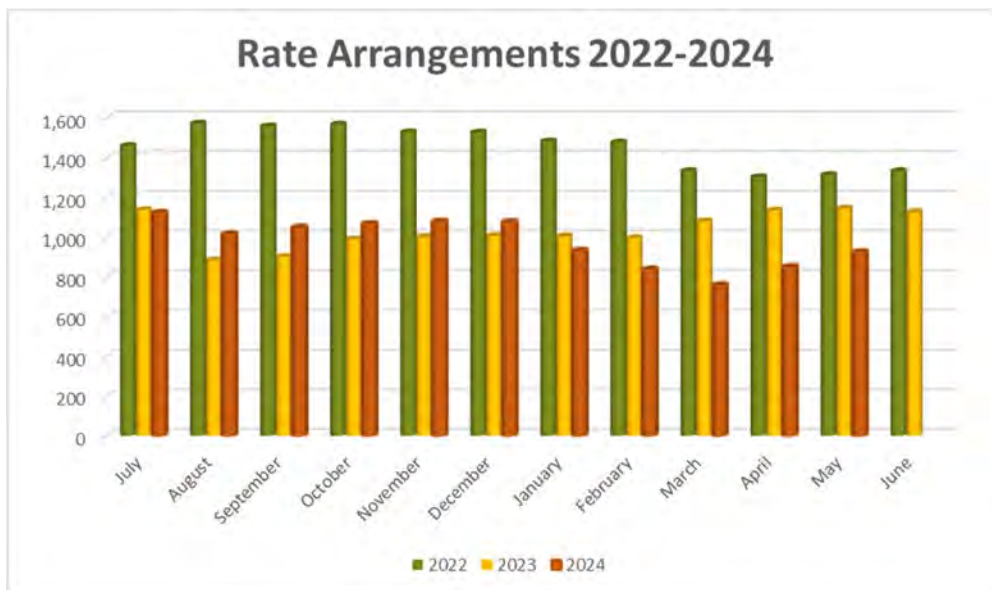
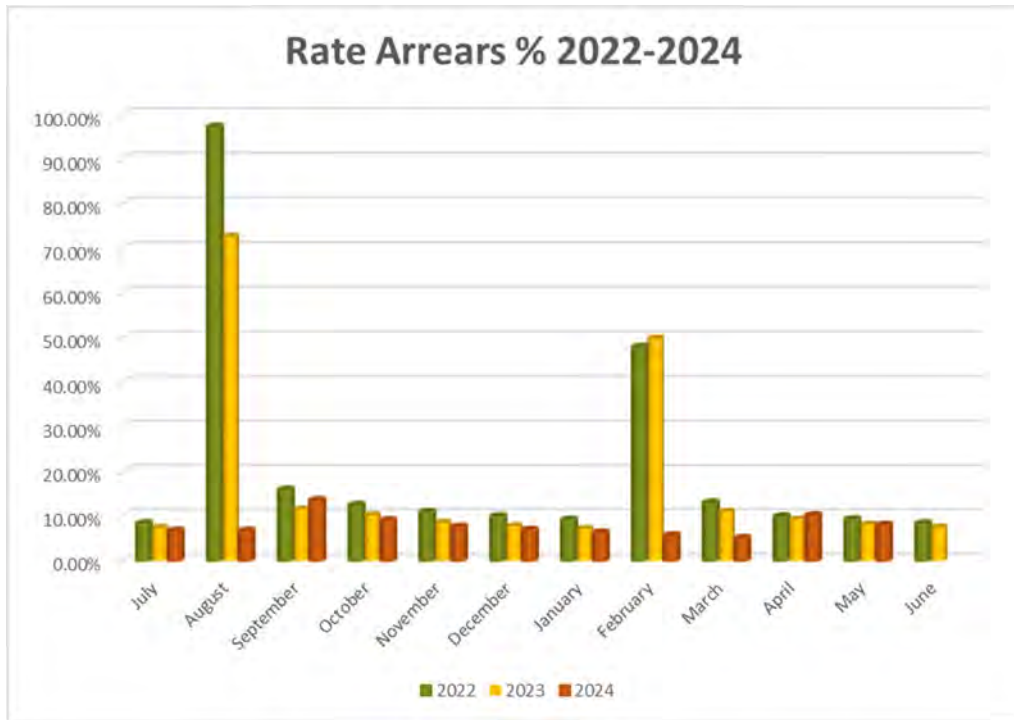
The AR outstanding debts 90+ days is currently \$162k which is 41% of total AR outstanding debts.

A total of 99% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council. 1% is being actively pursued by Council staff.

Rates in arrears as of 31 May 2024 is sitting at \$4.95m or 7.96% which is above the target arrears of 7%. There are currently 922 assessments with rate arrangements in place which accounts for 47.21% of the properties that are in arrears.

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





3.1.3 Inventories

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

3.2 Non-Current Assets

3.2.1 Trade and Other Receivables

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

3.2.2 Property, Plant and Equipment

The total capital amended budget is \$37.50m. Actual spent as of 31 May 2024 is \$17.48m, which is tracking below target at 46.6%. Committed costs of \$13.32m are also identified which takes the actual and committed spend up to 82% of the amended budget.

Capital project budget report is attached separately to this document.

3.2.3 Right of Use Assets

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

3.2.4 Intangible Assets

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

3.3 Liabilities

3.3.1 Trade and other Payables

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

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

Accounts Payable - Local Purchases 2023/2024

Report run: 13-Jun-2024

Town of Business	Town of Business Description	March 2024 Purchases	April 2024 Purchases	May 2024 Purchases
LOCAL				
Total Local		3,485,194.02	2,828,666.06	3,982,076.19
OUTSIDE SBRC				
	Cherbourg	294.75	504.50	612.25
	Dalby	4,367.11	0.00	109.89
	Neighbouring Council	108.60	141,435.81	34,364.00
	Other	2,258,374.29	2,437,564.91	1,833,934.89
	Yarraman	28,197.00	28,197.00	28,197.00
Total Other		2,291,341.75	2,607,702.22	1,897,218.03
% Local Purchases		60.33%	52.03%	67.73%

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 31 May 2024 was \$23,752,816 made up of borrowings in the following departments.

Department	Borrowings
NRM & Parks	\$ 312,160
Finance	\$ 246,239
Property	\$ 269,608
Economic Development	\$ 198,088
Environment & Waste	\$ 483,611
Infrastructure	\$ 8,373,409
Water & Wastewater	\$ 13,869,701
Total	\$ 23,752,816

3.3.3 Lease Liabilities

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

3.3.4 Provisions

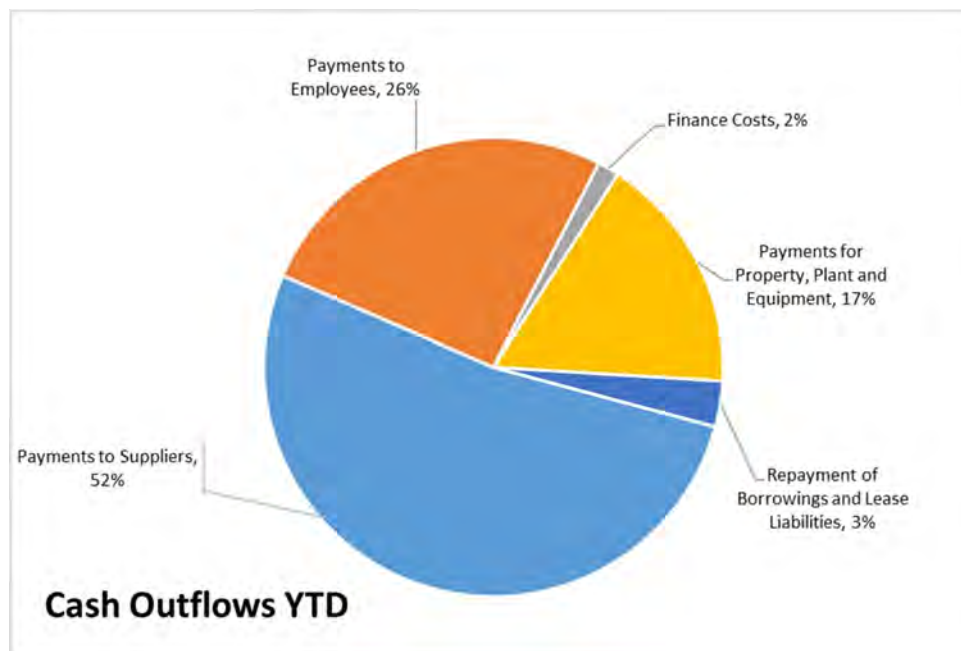
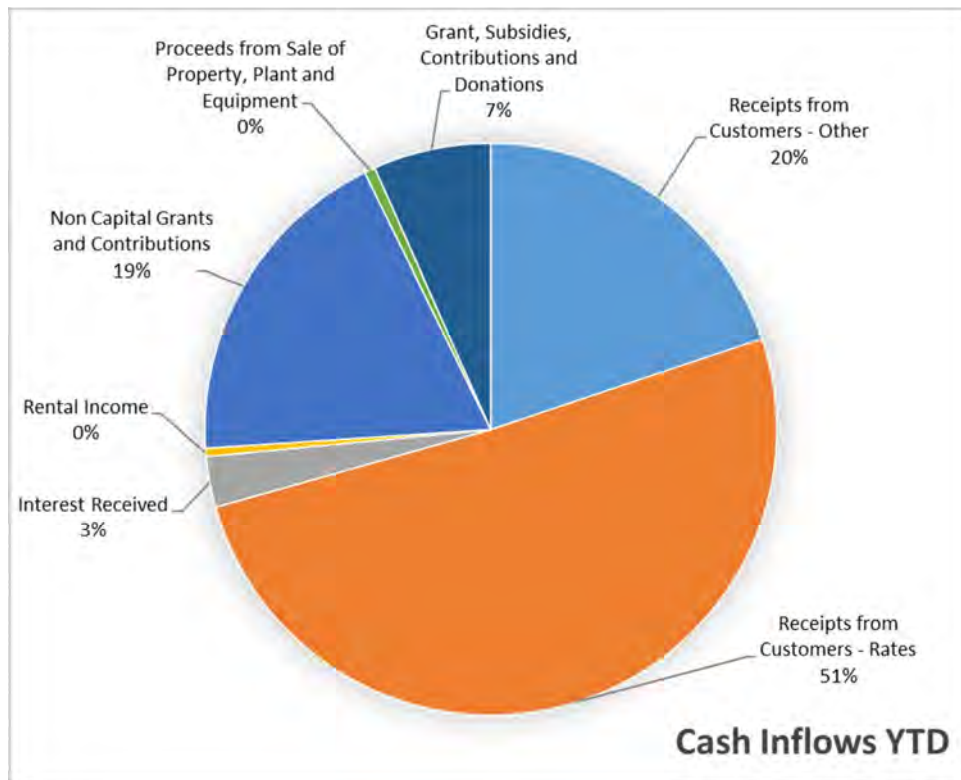
Provisions are made up of landfill and gravel pit expected restoration costs and employee long service leave. Provisions will be impacted by discount rates and end of year calculations.

3.3.5 Other Liabilities

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

4.0 Interim Cash Flow

Monthly Cashflow	Mar	Apr	May	YTD	Original Budget	Amended Budget	YTD vs Amended Budget %
Cash Flows from Operating Activities							
Receipts from Customers	\$6,118,206	\$22,736,926	\$2,221,324	\$78,056,525	\$75,792,130	\$80,062,248	97%
Payments to Suppliers and Employees	(\$5,482,869)	(\$7,156,662)	(\$8,427,468)	(\$82,847,281)	(\$63,333,132)	(\$83,245,882)	100%
	\$635,337	\$15,580,264	(\$6,206,144)	(\$4,790,756)	\$12,458,998	(\$3,183,634)	
Interest Received	\$268,585	\$258,762	\$350,073	\$3,174,205	\$1,975,000	\$2,960,000	107%
Rental Income	\$35,760	\$39,990	\$59,610	\$521,582	\$459,715	\$518,603	101%
Non Capital Grants and Contributions	\$1,480,374	\$1,462,950	\$940,791	\$20,746,708	\$8,546,353	\$25,153,080	82%
Finance Costs	(\$138,658)	(\$138,500)	(\$155,607)	(\$1,615,025)	(\$1,252,196)	(\$1,252,196)	129%
Net Cash Inflow (Outflow) from Operating Activities	\$2,281,398	\$17,203,466	(\$5,011,277)	\$18,036,713	\$22,187,869	\$24,195,853	75%
Cash Flows from Investing Activities							
Payments for Property, Plant and Equipment	(\$1,103,553)	(\$907,270)	(\$2,540,678)	(\$17,766,637)	(\$33,353,819)	(\$37,505,815)	47%
Payments for Intangible Assets	-	-	-	-	-	-	0%
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	-	0%
Proceeds from Sale of Property, Plant and Equipment	\$205,000	\$94,500	\$140,909	\$681,064	\$415,000	\$415,000	164%
Grant, Subsidies, Contributions and Donations	\$573,688	\$634,237	\$1,002,609	\$7,352,535	\$9,471,224	\$12,756,515	58%
Net Cash Inflow (Outflow) from Investing Activities	(\$324,865)	(\$178,533)	(\$1,397,160)	(\$9,733,038)	(\$23,467,595)	(\$24,334,300)	40%
Cash Flows from Financing Activities							
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	-	0%
Repayment of Borrowings and Leasing Liabilities	\$90,736	\$87,809	\$90,736	(\$3,394,930)	(\$3,351,655)	(\$3,351,655)	101%
Net Cash Inflow (Outflow) from Financing Activities	\$90,736	\$87,809	\$90,736	(\$3,394,930)	(\$3,351,655)	(\$3,351,655)	101%
Cash and Cash Equivalents at the Beginning of the Period	\$56,489,960	\$58,537,229	\$75,649,972	\$64,423,526	\$60,975,332	\$64,423,526	
Net Increase (Decrease) in Cash and Cash Equivalents Held	\$2,047,269	\$17,112,743	(\$6,317,701)	\$4,908,745	(\$4,631,382)	(\$3,490,102)	
Cash and Cash Equivalents at the End of the Period	\$58,537,229	\$75,649,972	\$69,332,271	\$69,332,271	\$56,343,950	\$60,933,424	
Restricted Cash	\$32,075,615	\$32,069,186	\$31,311,270	\$31,311,270			
Cash Available for Use	\$26,461,614	\$43,580,786	\$38,021,001	\$38,021,001			
Minimum 3 month operating liquidity				(\$15,392,555)			



5.0 Interim Changes in Equity

	<i>Mar-24</i> \$	<i>Apr-24</i> \$	<i>May-24</i> \$	<i>YTD</i> \$
Asset Revaluation Surplus				
Opening Balance	639,582,956	639,582,956	639,582,956	639,582,956
Incl(dec) in asset revaluation surplus	-	-	-	-
Closing Balance	639,582,956	639,582,956	639,582,956	639,582,956
Retained Surplus				
Opening Balance	430,152,945	453,820,501	446,936,830	442,150,936
Restricted Cash Released	-	-	-	-
Net Result	23,667,556	6,883,671	5,213,795	427,901
Closing Balance	453,820,501	446,936,830	441,723,036	441,723,036
Total Community Equity	1,093,403,457	1,086,519,786	1,081,305,992	1,081,305,992

6.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

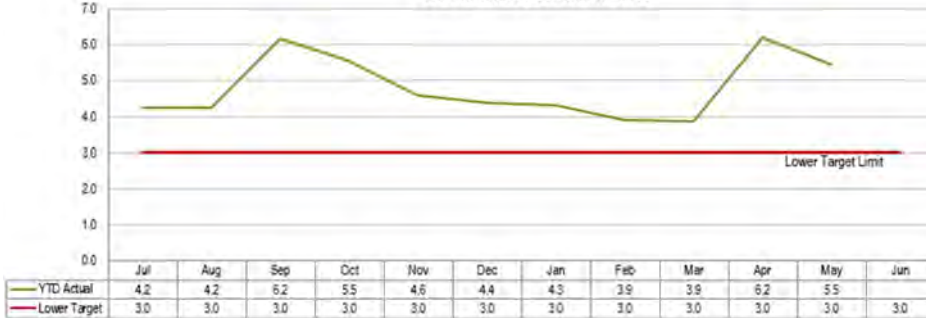
Ratio	Description	Formula	SBHC's Target	Status	May-24
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	9.94
Operating Cash 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	✓	5.45
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	✗	4.61
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 59%	✓	133.96%
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%	✓	4.23%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	69.33
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%	✓	2.09%
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%	✓	1.06%

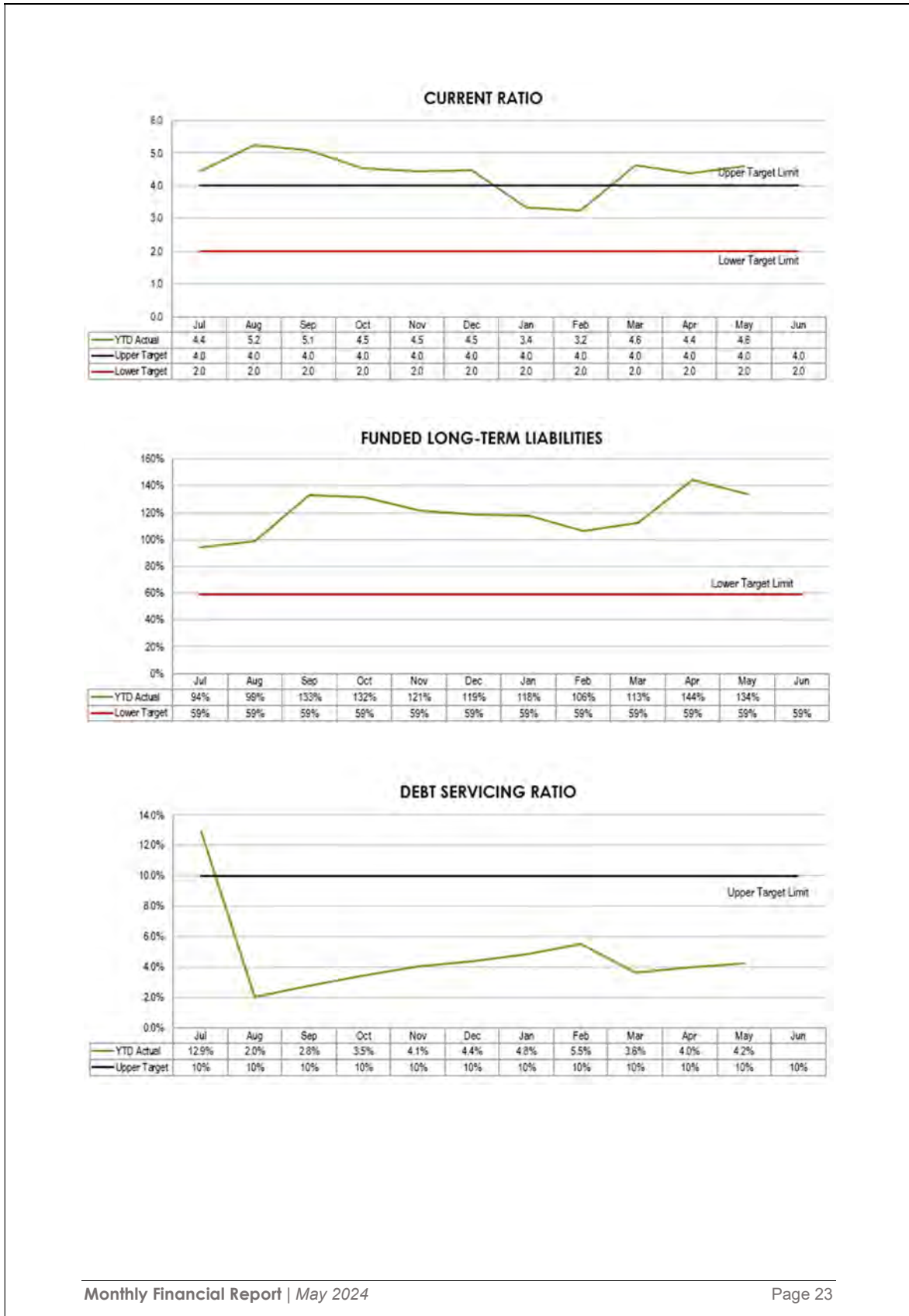
All ratios at the end of May are all within their respective targets apart from the Current Ratio which is outside the target of between 2.0 to 4.0 and is sitting at 4.61. This is largely due to the large cash balance at the end of May.

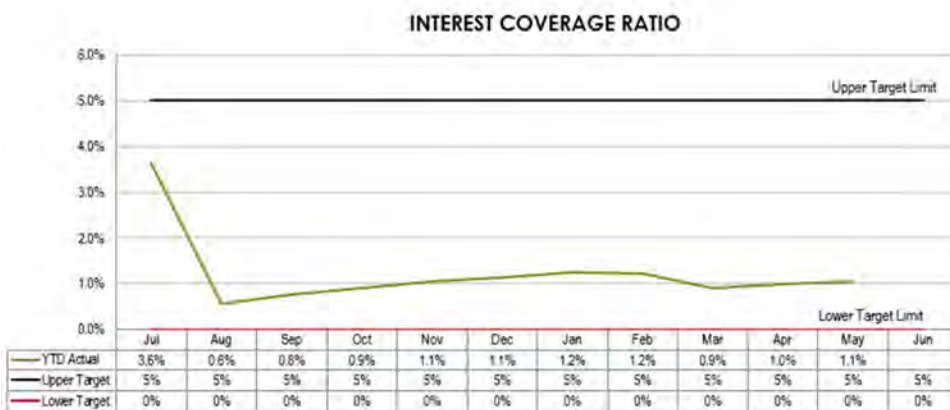
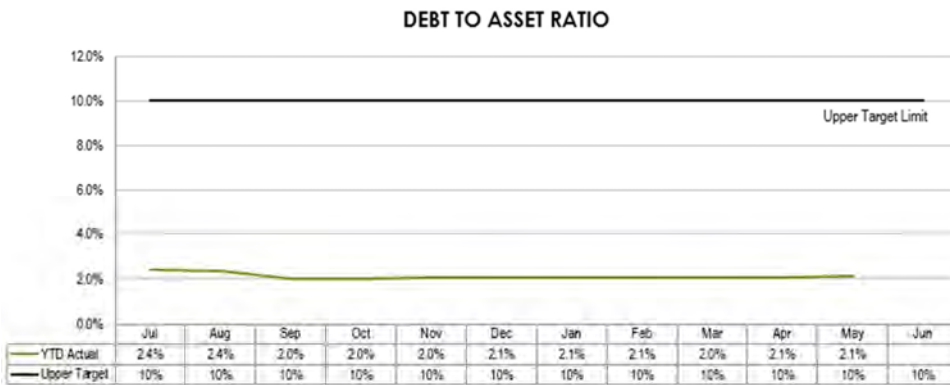
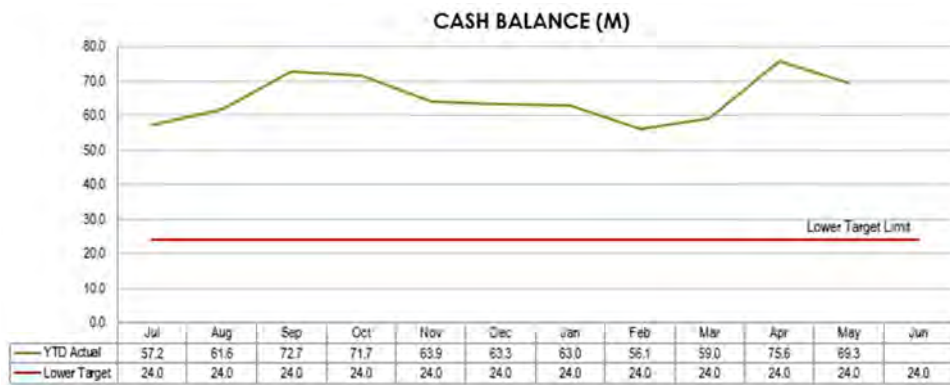
CASH RATIO



OPERATING CASH RATIO







7.0 Long Term Financial Forecast

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

The long-term financial forecast requires:

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

The Local Government must:

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

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

7.1 Income and Expenditure Statements

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

	Year 6 2028/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	69,097,666	71,714,740	74,446,827	77,310,761	80,302,017
Fees and Charges	6,052,096	6,202,278	6,356,212	6,514,000	6,675,725
Rental Income	527,763	540,957	554,482	568,343	582,552
Interest Received	2,267,339	2,324,023	2,382,123	2,441,676	2,502,718
Sales Revenue	7,846,721	8,042,889	8,243,961	8,450,060	8,661,312
Other Income	1,353,892	1,387,742	1,422,438	1,458,002	1,494,451
Grants, Subsidies, Contributions and Donations	8,027,684	8,106,995	8,188,289	8,271,615	8,357,026
	95,173,161	98,319,624	101,594,332	105,014,457	108,575,801
Capital Revenue					
Grants, Subsidies, Contribution and Donations	4,912,610	4,912,610	4,912,610	4,912,610	4,912,610
Total Income	100,085,771	103,232,234	106,506,942	109,927,067	113,488,411
Expenses					
Recurrent Expenses					
Employee Benefits	30,983,626	31,758,211	32,552,179	33,365,982	34,200,120
Materials and Services	35,177,520	36,056,963	36,958,402	38,192,377	38,829,438
Finance Costs	1,531,135	1,368,226	1,221,417	1,113,003	1,012,926
Depreciation and Amortisation	25,093,550	25,623,912	25,898,760	26,121,313	26,392,534
	92,785,831	94,807,312	96,630,756	98,792,675	100,435,017
Capital Expense					
	(460,316)	(471,824)	(483,620)	(495,711)	(508,104)
Total Expense	92,325,515	94,335,488	96,147,136	98,296,964	99,926,913
Net Result	7,760,256	8,896,747	10,359,804	11,630,103	13,561,498
Net Operating Result	2,387,330	3,512,313	4,963,574	6,221,782	8,140,784

7.2 Financial Position

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

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

7.3 Cash Flow

	Year 2 2024/2025	Year 3 2025/2026	Year 4 2026/2027	Year 5 2027/2028
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 81,494,120	\$ 80,587,708	\$ 83,180,220	\$ 85,970,629
Interest Received	\$ 2,044,125	\$ 2,105,449	\$ 2,158,085	\$ 2,212,038
Rental Income	\$ 475,805	\$ 490,079	\$ 502,331	\$ 514,890
Non-Capital Grants and Contributions	\$ 7,691,925	\$ 7,801,167	\$ 7,874,816	\$ 7,950,307
<i>Payments:</i>				
Payment to Suppliers	-\$ 65,398,682	-\$ 67,705,708	-\$ 67,305,509	-\$ 69,288,232
Borrowing Costs	-\$ 1,100,496	-\$ 1,256,379	-\$ 1,401,836	-\$ 1,243,782
Net Cash Provided (or Used) in Operating Activities	\$ 25,206,797	\$ 22,022,316	\$ 25,008,107	\$ 26,115,850
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 415,000	\$ 427,450	\$ 438,136	\$ 449,089
Grants, Subsidies, Contributions and Donations	\$ 1,736,347	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610
<i>Payments:</i>				
Payments for PPE	-\$ 25,798,757	-\$ 30,600,907	-\$ 26,836,127	-\$ 27,071,170
Net Cash Provided (or Used) in Investing Activities	-\$ 23,647,410	-\$ 25,260,847	-\$ 21,485,381	-\$ 21,709,471
Cash Flows from Financing Activities				
<i>Receipts:</i>				
Proceeds from Borrowings	\$ 5,800,000	\$ 6,000,000	\$ -	\$ -
<i>Payments:</i>				
Repayments of Borrowings	-\$ 3,462,889	-\$ 3,435,981	-\$ 3,777,907	-\$ 3,420,195
Net Cash Provided (or Used) in Financing Activities	\$ 2,337,111	\$ 2,564,019	-\$ 3,777,907	-\$ 3,420,195
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 3,896,498	-\$ 674,512	-\$ 255,181	\$ 986,184
Cash and Cash Equivalents at Beginning of Period	\$ 56,343,950	\$ 60,240,449	\$ 59,565,937	\$ 59,310,756
Cash and Cash Equivalents at End of Period	\$ 60,240,449	\$ 59,565,937	\$ 59,310,756	\$ 60,296,940

	Year 6 2028/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Cash Flows from Operating Activities					
<i>Receipts:</i>					
Receipts from Customers	\$ 88,882,358	\$ 92,560,416	\$ 95,460,522	\$ 98,699,139	\$ 102,472,202
Interest Received	\$ 2,267,339	\$ 2,324,023	\$ 2,382,123	\$ 2,441,676	\$ 2,502,718
Rental Income	\$ 527,763	\$ 540,957	\$ 554,482	\$ 568,343	\$ 582,552
Non capital grants and contributions	\$ 8,027,684	\$ 8,106,995	\$ 8,188,289	\$ 8,271,615	\$ 8,357,026
<i>Payments:</i>					
Payment to Suppliers	-\$ 70,885,155	-\$ 71,522,959	-\$ 74,375,342	-\$ 78,755,244	-\$ 78,804,938
Borrowing costs	-\$ 1,082,245	-\$ 918,406	-\$ 747,567	-\$ 692,837	-\$ 668,590
Net Cash Provided (or Used) in Operating Activities	\$ 27,737,742	\$ 31,091,026	\$ 31,462,508	\$ 30,532,692	\$ 34,440,965
Cash Flows from Investing Activities					
<i>Receipts:</i>					
Proceeds from sale of PPE	\$ 460,316	\$ 471,824	\$ 483,620	\$ 495,711	\$ 508,104
Grants, subsidies ,contributions & donations	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610
<i>Payments:</i>					
Payments for PPE	-\$ 33,654,284	-\$ 27,238,193	-\$ 28,949,605	-\$ 30,478,439	-\$ 28,881,439
Net Cash Provided (or Used) in Investing Activities	-\$ 28,281,358	-\$ 21,853,759	-\$ 23,553,375	-\$ 25,070,118	-\$ 23,460,725
Cash Flows from Financing Activities					
<i>Receipts:</i>					
Proceeds from Borrowings	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Payments:</i>					
Repayments of borrowings	-\$ 3,583,744	-\$ 3,640,607	-\$ 3,813,515	-\$ 577,869	-\$ 605,533
Net Cash Provided (or Used) in Financing Activities	-\$ 3,583,744	-\$ 3,640,607	-\$ 3,813,515	-\$ 577,869	-\$ 605,533
Net Increase/(Decrease) in Cash and Cash Equivalents	-\$ 4,127,361	\$ 5,596,660	\$ 4,095,618	\$ 4,884,705	\$ 10,374,707
Cash and Cash Equivalents at Beginning of Period	\$ 60,296,940	\$ 56,169,579	\$ 61,766,239	\$ 65,861,858	\$ 70,746,563
Cash and Cash Equivalents at End of Period	\$ 56,169,579	\$ 61,766,239	\$ 65,861,858	\$ 70,746,563	\$ 81,121,270

7.4 Changes in Equity

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

	Year 6 2028/2029	Year 7 2029/2030	Year 8 2030/2031	Year 9 2031/2032	Year 10 2032/2033
Asset Revaluation Surplus					
Opening Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160	\$ 639,702,160
Retained Surplus					
Opening Balance	\$ 463,796,019	\$ 471,556,275	\$ 480,453,022	\$ 490,812,826	\$ 502,442,929
Net Result	\$ 7,760,256	\$ 8,896,747	\$ 10,359,804	\$ 11,630,103	\$ 13,561,498
Closing Balance	\$ 471,556,275	\$ 480,453,022	\$ 490,812,826	\$ 502,442,929	\$ 516,004,427
Total Community Equity	\$ 1,111,258,435	\$ 1,120,155,182	\$ 1,130,514,996	\$ 1,142,145,089	\$ 1,155,706,587

8.0 Investments

Council had \$69.86m held in bank accounts on 31 May 2024. Out of this balance, 91.9% was held with QTC with an end of month interest rate of 5.10%, 7.5% was with Commonwealth Bank with an interest rate of 4.85% and the remaining 0.5% was sitting with Bendigo Bank with no interest rate identified at this stage.

Institution	Rating	Rate at 30/06/2023	Current Rate
QTC	A1+	4.15%	5.10%
CBA General Account (new)	A1+	4.60%	4.85%
CBA General Account	A1+	4.60%	4.85%

Investment Portfolio Report

as at 31/5/2024

	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	5.10%	0.00%	4.85%	
Deposits	28,000,000	609,948	163,637,805	192,247,753
Redemptions	- 14,000,000	- 609,666	- 174,721,581	- 189,331,247
Balance	61,968,495	375,590	4,833,379	67,177,464
Interest Income	2,312,869	-	436,191	2,749,059
Admin Charge	- 58,869	- 120	-	- 58,988
Net Interest Income	2,254,000	- 120	436,191	2,690,071
Ending Investment Balance as at 31/5/2024	64,222,495	375,470	5,269,569	69,867,535
% to Portfolio	91.92%	0.54%	7.54%	
Short Term Rating	A1+	A2	A1+	
Individual Counter - Party Limit	100%	10%	30%	
Maximum Funds Limit	No Limit	\$20M	\$20M	

9.0 Works for Queensland Round 4 (W4Q4)

The Works for Queensland Round 4 has a total budget of \$5.63m with a grant period spanning from July 2021 to June 2024. Council has received a total of 90% of the grant funding (\$2,815,000 during July 2021 and \$2,252,000 during January 2024) with these funds being posted as a contract liability in the balance sheet until funds have been used. So far Council has spent around \$4.01m over the life of the W4Q4 funding with \$1.79m of this on eligible projects for this financial year.

10.0 Rates Update

During May 2024 the Rates Department have processed:

- 129 rates searches
- 184 rates requests
- 151 transfers of properties
- 8 amalgamations and splits
- 7 refunds processed

Reminder notices were issued during May.

Outstanding debts, that met Council's Policy, have been referred to the external debt collectors.

11.0 Grants Report

Finance have developed a grants report in conjunction with the Senior Grants Audit Officer which will be included in this monthly financial report going forward as requested by the Councillors at a recent workshop. The report is attached to this document and Finance and the Senior Grants Audit Officer will continue to refine the report to ensure that it continues to report up to date and relevant data. While the team have endeavoured to ensure that the information is accurate and up to date, it is acknowledged that some of the data relating to grant completion due dates and other details may still need to be updated in the instances where extensions have been approved or details have changed.

There may also be some grants missing from the below table which provides details on grants activities over the last few months including applications, successful submissions and any submissions that were unsuccessful. This listing will continue to be worked on over the next few months to ensure that all grants are captured.

Recent Grant Activity Summary (3 months)	
as at 31/5/2024	
Grant Project Name	Grant Program
New Grant Applications Lodged	
Kingaroy Sustainable Airport Precinct Development Plan	Regional Precincts and Partnerships Program
Energy savings projects (incl solar installation)	Community Energy Program
Successful Grant Applications	
South Burnett Industrial Circular Economy Precinct	Regional Economic Futures Fund
Amenities to support active recreation in Murgon	Minor Infrastructure and Inclusive Facilities Fund
Amenities to support active recreation in Nanango	Minor Infrastructure and Inclusive Facilities Fund
Blackbutt SES Vehicle	State Emergency Service (SES) Support Grant 2024-25
Multi-activity program for women and girls	Active Women and Girls - Round 1
Unsuccessful Grant Applications	
Regional University Study Hub	2023 Regional University Study Hubs Program
Domestic Violence and Disability Housing	Safe Places Inclusion Grant
Kingaroy Pool & Amenities Refurbishment	Growing Regions Program



Grants Inwards Listing 2023/24
as at 31/5/2024

Grant Project Name	Grant ID	Grant Name	Grant Body Name	Type	Grant Value	\$ Amount Received to date	Estimated Project Cost	Amount Spent	Grant Project Completion Due Date	Grant Status	Comments
Building our Region (BoR) Rd6 Gordonbrook Dam	500275	Building Our Regions Rd 6	Dept of State Development, Infrastructure, Local Government & Planning	Capital	290,000.00	174,000.00	568,721.00	330,740.11	1/02/2024	Active	
Cycle Network Local Government Grant - Youngman St Rail Trail Kingaroy	500298	Cycle Network Local Government Grant	Department of Transport & Main Roads	Capital	50,000.00	25,000.00	100,000.00	22,766.26	30/08/2024	Active	
DTIS CRARRP Kingaroy-Murgon Rail Trail	500284	Community and Recreational Assets	Department of Tourism, Innovation & Sport	Capital	631,141.00	220,899.35	631,141.00	101,754.55	30/06/2024	Active	
Emergency Animal Response EAD	500279	Emergency Animal Disease Grant	Department of Agriculture	Operational	40,000.00	40,000.00	40,000.00	22,186.47	26/04/2024	Active	
Financial Assistance Grant (FAGS Grant) 23/24	500264	Financial Assistance Grant	Dept of State Development, Manufacturing, Infrastructure & Planning	Operational	7,437,659.00	7,437,659.00	7,437,659.00	7,437,659.00	30/06/2024	Active	Yearly amount provided to Council for any operational use
First 5 Forever Library	500214	First 5 Forever	State Library of Queensland	Operational	23,885.00	23,885.00	23,885.00	23,885.00	30/06/2024	Active	
Get Ready Program 2023/24		Get Ready Program 23-24	Queensland Reconstruction Authority	Operational	18,420.00	16,578.00	18,420.00	17,335.17	30/06/2024	Active	
Growing Workforce Participation Fund (GWPF) Murgon Pool	500282	(Rd 2)	& Training	Operational	90,000.00	63,000.00	90,000.00	7,497.09	28/02/2025	Active	approved
Growing Workforce Participation Fund (GWPF) Wondal Pool	500281	(Rd 2)	Dept of Youth Justice, Employment, Small Business & Training	Operational	90,000.00	63,000.00	90,000.00	83.76	28/02/2025	Active	Extension to Feb 25 has been approved
Illegal Dumping Partnership (2A, 2A Ext & 2A Ext 2)	500192	Local Government Illegal Dumping	Department of Environment & Science	Operational	264,085.00	240,085.00	264,085.00	187,062.78	17/05/2025	Active	
LGSP Nananago Weighbridge	500204	2022-24 Local Government Grants & Subsidies Program	Dept of State Development, Manufacturing, Infrastructure & Planning	Capital	364,536.00	109,360.80	607,560.00	253,946.94	30/09/2024	Active	
LGSP Roof Replacement Blackbutt Memorial Hall	500207	2022-24 Local Government Grants & Subsidies Program	Dept of State Development, Manufacturing, Infrastructure & Planning	Capital	161,001.00	48,300.30	268,335.00	162,953.51	30/06/2024	Active	
LGSP Waste Management & Climate Change Adaptation	500206	2022-24 Local Government Grants & Subsidies Program	Dept of State Development, Manufacturing, Infrastructure & Planning	Operational	138,000.00	41,400.00	250,000.00	105,701.60	30/06/2024	Active	Project will be finalised by 30/06 - need to journal some
LGLRGP Levy Ready 22/24 - Wondal Waste Weighbridge	500278	Local Government Levy Ready Grant Program	Dept of State Development, Infrastructure, Local Government & Planning	Capital	368,973.75	110,692.13	590,358.00	66,981.15	30/06/2024	Active	
LRCI Funding - Phase 3		LRCI Phase 3	Dept of Infrastructure, Transport, Regional Development & Communications	Capital	3,288,930.00	2,960,037.00	4,361,743.47	4,155,735.49	30/06/2024	Active	
LRCI Funding - Phase 4	500247	LRCI Phase 4	Dept of Infrastructure, Transport, Regional Development & Communications	Capital	2,593,029.00	1,037,212.00	2,593,029.00	803,858.84	30/06/2025	Active	
MIP Memorial Park Multi Court & Course	500263	Minor Infrastructure Program (MIP)	Dept of Tourism, Innovation & Sport	Capital	250,000.00	125,000.00	850,000.00	66,655.79	28/02/2025	Active	
Public Libraries Grant	500213	Public Libraries Grant 2022/2024	State Library of Queensland	Operational	169,157.00	126,867.75	169,157.00	169,157.00	30/06/2024	Active	
Qld Feral Pest Initiative (QFPI) Rd 6	500193	Qld Feral Pest Initiative Rd 6	Dept of Agriculture & Fisheries	Operational	200,000.00	150,000.00	200,000.00	107,207.68	14/05/2024	Active	
QRA DRFA - Event 1 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital		480,003.63	524,235.77	82,514.87		Active	
QRA DRFA - Event 1 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		4,014,976.61	4,996,841.62	4,996,841.62		Active	Grant amount and amount spent will increase as more
QRA DRFA - Event 2 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		21,058.40	151,630.82	151,630.82		Active	
QRA DRFA - Event 3 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital		1,080,521.88	1,344,521.73	80,170.26		Active	
QRA DRFA - Event 3 Disaster Resilience (Operational)		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		1,000,000.00	559,803.46	1,000,000.00		Active	
QRA DRFA - Event 3 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		1,283,700.02	1,034,126.80			Active	
QRA DRFA - Event 4 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital		574,915.93	172,474.78	774,763.78	34,537.44	Active	
QRA DRFA - Event 4 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		4,214,424.45	4,527,220.84	4,527,220.84		Active	
QRA DRFA - Event 5 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		29,602,820.07	30,081,554.23	30,081,554.23		Active	
QRA DRFA Dingo Creek Carpark	500255	Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	180,260.20	162,234.18	180,260.20	184,151.18	30/06/2024	Active	
QRA DRFA Memorial Park Footbridge	500253	Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	231,030.00	77,906.71	231,030.00	83,268.89	30/06/2024	Active	
QRA DRFA Rail Trail	500254	Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	423,313.78	126,994.13	423,313.78	17,094.73	31/12/2023	Active	
RADF 23/24	500280	Regional Arts Development Fund	RADF	Operational	15,750.00	15,750.00	26,250.00	26,250.00	30/06/2024	Active	
RAP Rd 3 Kingaroy Airport Security Fence	500296	Regional Airports Program Rd 3	Dept of Infrastructure & Regional Development	Capital	30,000.00	9,000.00	60,000.00	18,567.65	30/04/2025	Active	
RTR 23/24 allocation		Roads to Recovery Program	Dept of Infrastructure, Transport, Regional Development, Communications & the Arts	Capital	1,315,573.00	325,186.00	1,930,000.00	368,090.73	30/06/2024	Active	Large volume of commitments to come in - RTR project will
STIP 23/24 - Kingaroy SHS (pedestrian crossings)	500236	Program	Dept of Transport & Main Roads	Capital	58,000.00	29,000.00	143,308.00	103,535.90	30/06/2024	Active	
STIP 23/24 - Kroy SHS & Kroy SS (bus interchange)	500236	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	110,000.00	55,000.00	218,900.00	311,446.42	30/06/2024	Active	
STIP 23/24 - Murgon SHS & Murgon SS (footpath)	500236	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	49,500.00	24,750.00	99,110.00	78,882.41	30/06/2024	Active	
STIP 23/24 - Murgon SHS (formalised onstreet parking)	500236	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	236,500.00	118,250.00	472,054.00	278,083.46	30/06/2024	Active	
STIP 23/24 - St Joseph & Murgon SS (pedestrian crossing upgrade)	500236	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	116,000.00	58,000.00	116,000.00	120,948.19	30/06/2024	Active	
STIP 23/24 - St Marys (footpath)	500236	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	79,000.00	39,500.00	157,410.00	125,806.14	30/06/2024	Active	

Grant Project Name	Grant ID	Grant Name	Grant Body Name	Type	Grant Value	\$ Amount Received to date	Estimated Project Cost	Amount Spent	Grant Project Completion Due Date	Grant Status	Comments
STIP 24/25 - Murgon SS	500289	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	62,000.00	31,000.00	62,000.00	-	30/06/2025	Active	
STIP 24/25 - Nanango SHS	500289	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	150,000.00	75,000.00	150,000.00	-	30/06/2025	Active	
STIP 24/25 - St Patricks School Ngo	500289	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	97,500.00	48,750.00	97,500.00	-	30/06/2025	Active	
STIP 24/25 - Tandurilingie SS	500289	Qld School Transport Infrastructure Program	Dept of Transport & Main Roads	Capital	62,000.00	31,000.00	62,000.00	-	30/06/2025	Active	
TIDS		Transport Infrastructure Development Scheme	Dept of Transport & Main Roads	Capital	1,352,221.20	700,145.75	1,858,405.63	1,810,516.64	30/06/2024	Active	Final claims being processed
Works for Queensland Round 4 - CAPITAL & Operational	500225	Works for Qld 4 2021-2024	Dept of Local Government, Racing & Multicultural Affairs	Capital & Operational	5,630,000.00	5,067,000.00	6,210,000.00	4,009,536.00	30/06/2024	Active	
Black Spot (Appin St West/Cairns St Intersection Nanango)	500292	Black Spot Program	Dept of Transport & Main Roads	Capital	247,500.00	123,750.00	247,500.00	48,589.20	1/06/2024	Active	Grant being returned and will be applied for under the next Program still needs to be approved by the Grant
Works for Queensland 2024-2027		Works for Qld 2024-2027	Dept of Local Government, Racing & Multicultural Affairs	Capital & Operational	8,440,000.00	-	8,440,000.00	-	30/06/2027	Active	5 year program allocation - projects not allocated to
RTR 2024-2029		Roads to Recovery Program	Dept of Infrastructure, Transport, Regional Development, Communications & the Arts	Capital	14,471,345.00	-	14,471,345.00	-	30/06/2029	Active	
BBRF - Kingaroy Transformation Project	500189	Building Better Regions Fund	Dept of Industry, Science, Engery & Resources	Capital	4,500,000.00	4,500,000.00	14,800,000.00	14,809,302.37	30/06/2023	Completed	
BBRF - Wondal Pool	500217	Building Better Regions Fund	Dept of Industry, Science, Engery & Resources	Capital	300,000.00	300,000.00	904,722.24	904,722.24	30/08/2023	Completed	
Black Summer Bushfires Recovery Community		Black Summer Bushfire Grant		Operational	1,600,000.00	1,600,000.00	1,631,680.00	1,500,323.00	31/03/2024	Completed	
Blackbutt SES Main Building new roof & store building new ceiling	500246	State Emergency Service (SES) Support Grant	Qld Fire & Emergency Service	Capital	73,236.75	73,236.75	97,649.00	97,649.00	30/06/2024	Completed	
Qld Health (Localised Mental Health Program)	500182	Localised Mental Health Initiative DRFA Qld Flooding - Category C -	Queensland Health	Operational	75,000.00	75,000.00	77,091.00	77,091.00	30/06/2023	Completed	
QRA DRFA Flexible Funding - Day at the Dam	500237	Flexible Funding	Queensland Reconstruction Authority	Operational	100,000.00	100,000.00	100,000.00	100,000.00	31/03/2024	Completed	Final acquittal/report and independent audit to be
RAP Rd 2 - Kingaroy Airport Lighting	500180	Regional Airports Program Rd 2	Dept of Infrastructure & Regiona Development	Capital	266,878.00	266,878.00	505,537.03	505,537.03	30/06/2023	Completed	
Tourism Experience Development (TED)	500225	Tourism Experience Development	Dept of Tourism, Innovation & Sport	Capital	50,000.00	50,000.00	200,000.00	200,000.00	31/10/2023	Completed	
PHN Mental Health Grant		PHN	Integrated Youth Mental Health Coordination	Operational	120,000.00	120,000.00	120,000.00	109,864.10		Completed	
Active Womens & Girls Rd1 - Multi Activity Program for Females	500306	Active Women & Girls Round 1 (Category 2)	Department of Tourism, Innovation & Sport	Operational	25,000.00	25,000.00	25,000.00	-	30/06/2025	Successful	New Grant
MIFF Amenities Block Murgon Rotary & Youth Park	500288	Minor Infrastructure & Inclusive Facilities Fund	Department of Tourism, Innovation & Sport	Capital	226,184.00	113,092.00	282,730.00	-	30/11/2025	Successful	New Grant
MIFF Amenities Block Nanango Butter Factory Park	500310	Minor Infrastructure & Inclusive Facilities Fund	Department of Tourism, Innovation & Sport	Capital	204,719.00	102,359.50	255,899.00	-	30/11/2025	Successful	New Grant
SES Support Grant - Vehicle		State Emergency Services Support Grant	Qld Fire & Emergency Service	Capital	42,644.86	-	61,861.00	-	30/06/2025	Successful	New Grant
Community Heritage CSA Grant - Boondooma Homestead Roof & Rainwater System	500308	Community Sustainability Action Grants - Community Heritage	Department of Environment, Science & Innovation	Capital	50,000.00	-	50,000.00	-	30/06/2025	Successful	New Grant

11.6 REGISTER OF FEES AND CHARGES SCHEDULE FOR 2024/2025**File Number:** 19/06/2024**Author:** Coordinator Finance**Authoriser:** Chief Executive Officer**PRECIS**

The Register of Fees and Charges for the South Burnett Regional Council.

SUMMARY

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

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

“A cost-recovery fee is a fee for—

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

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

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

The Fees and Charges in the attached schedule have been generally increased by 3.00%. However, some fees have not changed from those charged in the 2023/2024 financial year and a more detailed review undertaken in some other cases.

The Animal – Domestic category fees and charges have been left as per the 2023/2024 fee structure.

As per *Section 98(1)* of the *Local Government Act 2009* South Burnett Regional Council maintains a register of Cost Recovery Fees.

OFFICER'S RECOMMENDATION

That pursuant to Section 97(2) of the *Local Government Act 2009* the Register of Fees and Charges for the 2024/2025 year be adopted and are to take effect from 1 July 2024.

FINANCIAL AND RESOURCE IMPLICATIONS

Fees and Charges are a revenue source used to fund Council's service delivery. This revenue is included in each annual budget. Appropriate levels of funding from user fees reflect the cost of providing the service and are essential for long-term financial sustainability.

LINK TO CORPORATE/OPERATIONAL PLAN

OR5 Continue to give priority to ongoing financial sustainability and prudent budget management.
OR7 Continue implementation of zero-based budgeting to support responsible fiscal management in the preparation of Council's budget.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Input was requested from each Officer who has responsibility for implementing their section of the Register of Fees and Charges as well as the respective Managers and General Managers.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The Register of Fees and Charges proposed in accordance with the *Local Government Act 2009*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The Register of Fees and Charges proposed in accordance with any Policy, Local Law and Delegations.

ASSET MANAGEMENT IMPLICATIONS

Fees and charges reflect the operational aspects of assets.

REPORT

Not applicable.

ATTACHMENTS

1. Proposed 2024-2025 Fees and Charges Report - Final [↓](#) 

Adopted:
Amended:
Version: 1



Register of Fees and Charges
Register of Fees and Charges

2024/2025

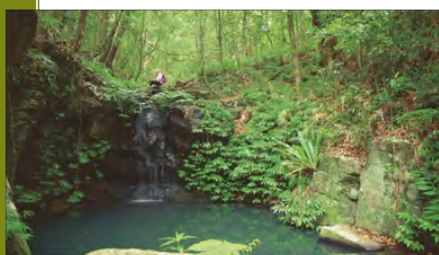


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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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South Burnett Regional Council

Animals – Domestic

Registration:

The dog registration period runs from 1 July to 30 June of each year.

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

When a new dog is registered, the fee payable will be calculated as a fraction of the full fee for the 12 month period, based on the number of months remaining in the registration period, excluding the current month in which the dog is to be registered. For example, the dog registration period is July 1 in any year to June 30 the following year. If a dog owner registers a new entire dog within the defined area in April 2024 then the applicable dog registration amount would be: \$135 (2024/2025 fee) x 3/12 = \$33.75.

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

Desexing – New Animal or Renewal:

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

Microchipping

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

Impounding – Domestic

Release Fee: Cats and Dogs

Impound Release Fee - First Impounding		\$75.00	Regulatory	N	LGA (2009) s97(2)(d) LL2 - AM (2011) s21(2)
Impounding Release Fee - 2nd Impounding and thereafter		\$150.00	Regulatory	N	LGA (2009) s97(2)(d) LL2 - AM (2011) s21(2)
Dogs – Unregistered		\$150.00	Regulatory	N	LGA (2009) s97(2)(d) LL2 - AM (2011) s21(2)
Sustenance Fee	per day	\$12.00	Commercial	N	LGA (2009) s97(2)(d) LL2 - AM (2011) s24
Veterinary and Other Costs		At Cost	Commercial	N	LGA (2009) s97(2)(d) LGA (2009) s262(3)(c)

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

Permits

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

Application for Permit		\$190.00	Regulatory	N	LGA (2009) s97(2)(a) LL2 - AM (2011) s6
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Registration – Dogs

Defined Area

Defined Area - Entire Dog		\$131.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Define Area Entire Dog - Pensioner		\$65.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Defined Area - Desexed Dog		\$33.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Defined Area - Desexed Dog - Pensioner		\$16.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Defined Area [continued]

Defined Area - Puppy		\$33.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Dogs under 6 months of age – registered until November 30.					
Defined Area - Puppy - Pensioner		\$16.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Dogs under 6 months of age - registered until November 30.					
ID Tag/Replacement Tag		\$10.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Defined Area - Assistance Dogs for the Blind/Deaf/Companion		No Charge	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)

Non-Defined - Rural Residential

Rural Residential (Non-Defined Area) - Desexed Dog		\$33.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Rural Residential (Non-Defined Area) - Desexed Dog - Pensioner		\$16.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Rural Residential (Non-Defined Area) - Entire Dog		\$65.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Rural Residential (Non-Defined Area) - Entire Dog - Pensioner		\$32.75	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Rural Residential (Non-Defined Area) - Puppy		\$33.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Rural Residential (Non-Defined Area) - Puppy - Pensioner		\$16.50	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)

Non-Defined Area

Working Dog (Non Defined Area) – Tag Cost Only		\$10.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Completion of Statutory Declaration required.					
Non-Defined Area Entire Dog		\$28.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Non-Defined Area - Desexed Dog		\$10.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Non-Defined Area - Pensioner		\$10.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Desexed and microchipped dogs only.					
Non-Defined Area - Puppy		\$10.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Dogs under 6 months of age – registered until November 30.					
Non-Defined - Assistance Dogs for the Blind/Deaf/Companion		No Charge	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)

Breeders and Show Dogs

Breeders and Show Dogs Permit		\$295.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
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Regulated Dogs

Concessional Discounts Do Not Apply to the Regulated Dog Category.

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Regulated Dogs [continued]

Declared Restricted Dog		\$200.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Declared Menacing Dog		\$200.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)
Declared Dangerous Dog		\$200.00	Regulatory	N	LGA (2009) s97(2)(a) AMCDA (2008) s44(2)

Traps

Cat Trap Bond		\$100.00	Commercial	N	LGA (2009) s262(3)(c)
Cat Trap Hire	per every two weeks or part thereof	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)

Animals – Other

Depasture

Maximum fees as prescribed by Regulations.

Large Stock	per head per week	Minimum Fee Set by DNRME under <i>Stock Route Management Act 2002</i>	Regulatory	N	LGA (2009) s97(2)(a) SRMA (2002) s183(a) SRMR (2003) s17(1)
Alpacas, Asses, Camels, Cattle, Donkeys, Horses, Llamas, Mules and/or Vicunas - minimum charge.					
Small Stock	per head per week	\$0.00	Regulatory	N	LGA (2009) s97(2)(a) SRMA (2002) s183(a) SRMR (2003) s17(1)
Goats and/or Sheep - minimum charge.					

Impounding – Other Domestic Livestock

Cattle and Horses

Impounding Fee (Release) - First Animal Only	first animal only	\$336.00	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Impounding Fee (Release) - Second and subsequent animals	Per Head After First Animal	\$72.00	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Poundage Fee	per head per day	\$43.50	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Transport Costs		At Cost	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Sustenance Rate - Feed Charge	per head per day	\$28.00	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Advertising Cost		At Cost	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
South Burnett Regional Council NLIS Tag	Per Head	\$27.50	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Pigs, Goats, Sheep, and Other Domestic Livestock

Impounding Fee (Release)	first animal only	\$154.50	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Impounding Fee (Release)	Per Head After First Animal	\$28.00	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Second and subsequent animals.					
Poundage Fee	per head per day	\$28.00	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Transport Costs		At Cost	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Sustenance Rate - Feed Charge	Per Head Per Day	\$16.50	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
Advertising Cost		At Cost	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)
South Burnett Regional Council NLIS Tag	Per Head	\$27.50	Regulatory	N	LGA (2009) s97(2)(d) SRMA (2002) s169(b) LL2 - AM (2011) s29(2)(b)

Sale of Impounded Animals

Auction of animals as advertised – refer to Local Law. Chief Executive Officer or Poundkeeper authorised to conduct sales.

Bjelke-Petersen Dam Caravan and Recreation Park

PEAK PERIOD – 14-Sep-2024 to 29-Sep-2024, 14-Dec-2024 to 27-Jan-2025 and 5-Apr-2025 to 21-Apr-2025 – Increase on Cabin/Villa Style and Ensuite Accommodation.

LOCAL DISCOUNT - 10% Discount Per Night for Locals Living in South Burnett Local Government Area. (Proof required)

**Discount is Only Applicable in Non-Peak Times Only.

Accommodation

Standard Cabins (9)

Maximum of 4 persons (2 Adults & 2 Children)

All linen provided.

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

Up to 2 Persons – Off-Peak	per night	\$125.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$135.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Adult – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Child – Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					
Extra Child – Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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2 Bedroom Family Villas (3)

Maximum of 7 persons.

All linen provided.

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

Up to 2 Persons – Off-Peak	per night	\$145.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$160.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Adult – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Child – Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					
Extra Child – Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					

Lakeside Open Plan Villas (2)

Maximum of 6 persons.

All linen provided.

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

Up to 2 Persons – Off-Peak	per night	\$145.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$160.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Adult – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Child – Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					
Extra Child – Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					

Powered Sites

Maximum 6 persons per site.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	per night	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Adult – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Powered Sites [continued]

Extra Child – Off-Peak Under 12 years.	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Unpowered Sites

Maximum 8 persons per site.

Children under 2 years – No Charge.

1 Person – Off-Peak 12 years and above.	one (1) night only	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
1 Person – Peak 1 Child – Off-Peak Under 12 years.	one (1) night only per night	\$20.00 \$10.00	Commercial Commercial	Y Y	LGA (2009) s262(3)(c) LGA (2009) s262(3)(c)
1 Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Ensuite Powered Caravan Sites

Maximum 6 persons per site.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak Up to 2 Persons – Peak	per night per night	\$50.00 \$55.00	Commercial Commercial	Y Y	LGA (2009) s262(3)(c) LGA (2009) s262(3)(c)
Extra Adult – Off-Peak 12 years and above.	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Peak 12 years and above.	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Off-Peak Under 12 years.	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Contractors/Conference Centre

Maximum of 6 persons.

All linen provided.

Six (6) single rooms and shared common area.

Per Room (Dorm style /Shared Common Area) (6) – Off-Peak	per night	\$65.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (Dorm Style/Shared Common Area) – Peak	per night	\$65.00	Commercial	Y	LGA (2009) s262(3)(c)
Full Complex (6 rooms) - Peak/Off-Peak	Per Night	\$360.00	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Tennis Court Hire

Daily – Staying in Park	per hour	Not Applicable	Commercial	Y	LGA (2009) s262(3)(c)
Night Hire (Tennis Court) – Peak/Off-Peak	per hour	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)

Deposits

Peak Period – 50% – at the time of booking, full payment 30 days prior to arrival.

Off-Peak Period – 25% – at the time of booking, full payment 7 days prior to arrival.

Long-Term Stay (> 1 month) – 10% – at the time of booking, payment week by week.

Discounts

Discounts (maximum 10%) applies to:

- Stays greater than 2 nights
- Discount may apply to approved not-for-profit clubs, on application.
- Seasonal specials/packages to be authorised by the Chief Executive Officer.

Special Charges

Additional Cleaning Fee - Off-Peak		\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Additional Cleaning Fee - Peak		\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Facilities - Damage loss/ Missing items		At Cost	Commercial	Y	LGA (2009) s262(3)(c)
Postage - Return of Lost Items - Small Parcels	Per Postage	\$15.00	Commercial	Y	LGA (2009) s262(3)(c)
Postage - Return of Lost Items - Large Parcels	Per Postage	\$25.00	Commercial	Y	LGA (2009) s262(3)(c)
Commission Online Travel Agents		At Cost	Commercial	Y	LGA (2009) s262(3)(c)
Coin Operated Washing Machine	per cycle	\$5.00	Commercial	N	LGA (2009) s262(3)(c)
Coin Operated Dryer		\$5.00	Commercial	N	LGA (2009) s262(3)(c)

Boondooma Dam Caravan and Recreation Park

PEAK PERIOD – 14-Sep-2024 to 29-Sep-2024, 14-Dec-2024 to 27-Jan-2025 and 5-Apr-2025 to 21-Apr-2025 – Increase on Lakeside Cabin/Lookout 2 Bedroom Family Villas and Ensuite Accommodation.

LOCAL DISCOUNT - 10% Discount Per Night for Locals Living in South Burnett Local Government Area. (Proof required)

**Discount is Only Applicable in Non-Peak Times Only.

Accommodation

Lakeside Cabins (5)

Maximum of 5 persons.

All linen provided.

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

Up to 2 Persons – Off-Peak	per night	\$125.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$135.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)

12 years and above.

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Lakeside Cabins (5) [continued]

Extra Adult – Peak 12 years and above.	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Off-Peak Under 12 years.	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Lookout 2 Bedroom Family Villas (3)

Maximum of 7 persons.

All linen provided.

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

Up to 2 Persons – Off-Peak	per night	\$145.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$160.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak 12 years and above.	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Peak 12 years and above.	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Off-Peak Under 12 years.	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Powered Sites

Maximum of 6 persons per site.

Terraces Caravan Park

20 sites.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	per night	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak 12 years and above.	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Peak 12 years and above.	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Off-Peak Under 12 years.	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Child – Peak Under 12 years.	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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The Lookout Caravan Park

22 sites.

Children under 2 years – No Charge.

Up to 2 Persons – Off-Peak	per night	\$35.00	Commercial	Y	LGA (2009) s262(3)(c)
Up to 2 Persons – Peak	per night	\$45.00	Commercial	Y	LGA (2009) s262(3)(c)
Extra Adult – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Adult – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
12 years and above.					
Extra Child – Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					
Extra Child – Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					

Unpowered Sites

Maximum of 8 persons per site.

Children under 2 years – No Charge.

1 Person – Off-Peak	per night	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
1 Person – Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
1 Child – Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					
1 Child – Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Under 12 years.					

Bunkhouse Complex

8 rooms - Complex maximum of 32 Persons

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

No linen provided.

Per Room (First Person) - Off-Peak	per night	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (First Person) - Peak	per night	\$60.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (Extra Adult) - Off-Peak	per night	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (Extra Adult) - Peak	per night	\$22.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (Extra Child) - Off-Peak	per night	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Per Room (Extra Child) - Peak	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)
Complex – Off-Peak	per night	\$825.00	Commercial	Y	LGA (2009) s262(3)(c) LGA (2009) s262(3)(c)
including Recreation Room access.					
Complex – Peak	per night	\$950.00	Commercial	Y	LGA (2009) s262(3)(c)
including Recreation Room access.					
Linen - Off-Peak	per bed	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
Linen available for hire - sheets, pillows, and towels.					
Linen - Peak	per bed	\$16.00	Commercial	Y	LGA (2009) s262(3)(c)
Linen available for hire - sheets, pillows and towels.					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Deposits

Peak Period – 50% – at the time of booking, full payment 30 days prior to arrival.

Off-Peak Period – 25% – at the time of booking, full payment 7 days prior to arrival.

Long-Term Stay (> 1 month) – 10% – at the time of booking, payment week by week.

Discounts

Discounts (maximum 10%) applies to:

- Stays greater than 2 nights
- Discount may apply to approved not-for-profit clubs, on application.
- Seasonal specials/packages to be authorised by the Chief Executive Officer.

Special Charges

Additional Cleaning Fee - Off-Peak		\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Additional Cleaning Fee - Peak		\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Facilities - Damage loss/ Missing items		At Cost	Commercial	Y	LGA (2009) s262(3)(c)
Postage - Return of Lost Items - Small Parcels	Per Postage	\$15.00	Commercial	Y	LGA (2009) s262(3)(c)
Postage - Return of Lost Items - Large Parcels	Per Postage	\$25.00	Commercial	Y	LGA (2009) s262(3)(c)
Commission Online Travel Agents		At Cost	Commercial	Y	LGA (2009) s262(3)(c)
Coin Operated Washing Machine		\$5.00	Commercial	N	LGA (2009) s262(3)(c)
Coin Operated Dryer		\$5.00	Commercial	N	LGA (2009) s262(3)(c)

Buildings

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

Class 1

Single Dwelling and Relocatable Dwelling

New Class 1 Buildings		\$2,230.00	Commercial	Y	LGA (2009) s262(3)(c)
Class 1a – Duplex		\$2,476.50	Commercial	Y	LGA (2009) s262(3)(c)
Class 1b - Guest House		\$2,476.50	Commercial	N	LGA (2009) s262(3)(c)
Modifications/Alterations		\$1,115.50	Commercial	Y	LGA (2009) s262(3)(c)
Minor Modifications/Alterations to Kitchen or Bathroom		\$704.50	Commercial	Y	
Change to Development Approval		\$320.50	Commercial	Y	LGA (2009) s262(3)(c)

Removal or Demolition of Building

Demolition Permit		\$469.50	Regulatory	N	PA (2016) s51(1)(b)(ii)
Security Deposit		\$4,270.50	Regulatory	N	PA (2016) s51(1)(b)(ii)

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

Relocated Buildings

Concurrence Agency Referral		\$341.50	Regulatory	N	PA (2016) s51(1)(b)(ii)
Inspection		\$879.00	Commercial	N	LGA (2009) s262(3)(c)

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

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Relocated Buildings [continued]

Inspection Fee		Price on application	Commercial	N	
Security Bond		\$20,200.00	Regulatory	N	PA (2016) s51(1)(b)(ii)
Minimum. To ensure the buildings are reinstated or upgraded in accordance with current building regulations within the currency period of the approval (cash or bank guarantee), amount may vary upwards dependent on the condition of the building.					
Restumping of Building		\$533.50	Commercial	Y	LGA (2009) s262(3)(c)
Reroofing Dwelling		\$662.00	Commercial	Y	LGA (2009) s262(3)(c)

Class 2

New Buildings 0-500m2		\$2,231.50	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings > 500m2		By Quotation	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$1,115.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$395.00	Commercial	Y	LGA (2009) s262(3)(c)

Class 3

New Buildings < 300m2		\$2,011.50	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings 300-500m2		\$2,231.50	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings > 500m2		By Quotation	Commercial	Y	LGA (2009) s262(3)(c)
Multiple Buildings		By Quotation	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$1,115.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$381.00	Commercial	Y	LGA (2009) s262(3)(c)

Class 4, 5, 6 and 9

New Buildings < 500m2		\$2,274.00	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations <500m2		\$1,137.00	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings > 500m2		\$3,414.00	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations >500m2		\$1,702.50	Commercial	Y	LGA (2009) s262(3)(c)
10% Surcharge Applies to All Staged Approvals		10% Surcharge	Commercial	Y	LGA (2009) s262(3)(c)
Surcharge Applies to All Staged Approvals		Price on application	Commercial	Y	LGA (2009) s262(3)(c)
Internal Fitout < 500m2		\$715.50	Commercial	Y	LGA (2009) s262(3)(c)
Internal Fitout > 500m2		\$1,702.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$395.00	Commercial	Y	LGA (2009) s262(3)(c)

Class 7 and 8

Industrial Buildings

New Buildings < 500m2		\$2,273.50	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings > 500m2		\$3,414.00	Commercial	Y	LGA (2009) s262(3)(c)
Surcharge Applies to All Staged Approvals		10% Surcharge	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations < 500m2		\$720.50	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations > 500m2		\$1,708.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$381.00	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Farm Sheds and Farm Buildings

New Buildings < 500m2		\$1,137.00	Commercial	Y	LGA (2009) s262(3)(c)
New Buildings > 500m2		\$2,273.50	Commercial	Y	LGA (2009) s262(3)(c)

Class 10a

With Amenities

New Structures		\$1,076.50	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$861.00	Commercial	Y	LGA (2009) s262(3)(c)
80% of new structure fee					
Change to Development Approval		\$309.00	Commercial	Y	LGA (2009) s262(3)(c)

Without Amenities

New Structures		\$559.50	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$447.50	Commercial	Y	LGA (2009) s262(3)(c)
80% of new structure fee					
Change to Development Approval		\$114.00	Commercial	Y	LGA (2009) s262(3)(c)

Class 10b

Swimming Pools

New Structures		\$559.50	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$277.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$114.00	Commercial	Y	LGA (2009) s262(3)(c)

Signs/Satellite Dishes, etc.

New Structures		\$550.00	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$180.00	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$115.00	Commercial	Y	LGA (2009) s262(3)(c)

Temporary Tents Over 500sqm

New Structures		\$371.00	Commercial	Y	LGA (2009) s262(3)(c)
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Retaining Walls

New Structures		\$404.00	Commercial	Y	LGA (2009) s262(3)(c)
Modifications/Alterations		\$185.50	Commercial	Y	LGA (2009) s262(3)(c)
Change to Development Approval		\$108.00	Commercial	Y	LGA (2009) s262(3)(c)

Budget Accommodation

Compliance Inspection and Report		\$566.50	Regulatory	Y	LGA (2009) s97(2)(e) BA (1975) s146(1)
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Fire Safety Assessment

Compliance Inspection and Report		\$541.00	Regulatory	Y	LGA (2009) s97(2)(e) BA (1975) s231AL(3)
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Swimming Pool Compliance (Fence)

Compliance Inspection and Report		\$329.50	Commercial	Y	LGA (2009) s262(3)(c)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Swimming Pool Compliance (Fence) [continued]

Re-Compliance Inspection and Report, Renewals and Childcare Centres		\$314.00	Commercial	Y	LGA (2009) s262(3)(c)
Childcare Fencing Reports		\$293.50	Commercial	Y	LGA (2009) s262(3)(c)

Certificate of Classification

Inspection		\$474.00	Commercial	N	LGA (2009) s262(3)(c)
Copy of Certificate - Hard Copy		\$175.00	Commercial	N	LGA (2009) s262(3)(c)
Copy of Certificate - Electronic Copy		\$87.50	Commercial	N	LGA (2009) s262(3)(c)
Electronic.					
Reinspections, Miscellaneous Inspections, Reports		\$275.50	Commercial	N	LGA (2009) s262(3)(c)
Building Form 19 Requisition		\$154.50	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Building Records Search		\$203.00	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Building Records Search (Urgent)		\$304.50	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Building Property Search		\$347.00	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Copy of Building Plans (Hard Copy) with Owner's Consent		\$175.00	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Copy of Building Plans (Electronic) with Owner's Consent		\$87.50	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Extension of Time		\$117.50	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Building Regulation Concession		\$414.00	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Document Lodgement Fee		\$184.00	Regulatory	N	LGA (2009) s97(2)(e) BA (1975) s86(1)(c)

Miscellaneous Fees

Application Following Disengagement of Private Certifier		100%	Regulatory	Y	LGA (2009) s97(2)(e) BA (1975) s144
Percentage of base fee.					
Applications Following Lapsed Approval		60%	Commercial	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Percentage of base fee.					

Building Fees Refund

Under Assessment Prior to Approval		60%	Commercial	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Percentage of fees paid.					
Permit Issued Structure Not Commenced		40%	Commercial	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Percentage of fees paid.					

Caravan Parks

Proston.

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Van Sites

Short-Term

Nightly Charge Up to 2 persons.		\$35.00	Commercial	Y	LGA (2009) s262(3)(c)
Additional Person	per night	\$13.00	Commercial	Y	LGA (2009) s262(3)(c)

Long-Term

After 4 weeks.

Weekly Up to 2 persons.		\$135.50	Commercial	Y	LGA (2009) s262(3)(c)
Additional Persons	per week	\$58.50	Commercial	Y	LGA (2009) s262(3)(c)

Tent Sites

Short-term.

Nightly Charge Up to 2 persons.		\$15.00	Commercial	Y	LGA (2009) s262(3)(c)
Additional Person	per night	\$12.00	Commercial	Y	LGA (2009) s262(3)(c)

Amenities

Whilst not staying in the Caravan Park.

Showers - Individual	per person	\$15.00	Commercial	Y	LGA (2009) s262(3)(c)
Showers – Family	weekly	\$44.00	Commercial	Y	LGA (2009) s262(3)(c)

Key Deposit

Key Deposit	per key	\$60.00	Commercial	N	LGA (2009) s262(3)(c)
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Cemeteries

Interment – Adult (Includes Fee for Plaque Application)	Per Plot	\$2,250.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Interment Fee to be added to purchase of grave site cost - Weekday (Lawn / Monument)					
Interment – Child < 12 Years (Includes fee for plaque application)	Per Plot	\$900.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Interment Fee to be added to purchase of grave site cost - Weekday (Lawn / Monument)					
Interment – Infant Under 3 Years		No Charge	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Second Interment - Adult	Per Plot	\$1,850.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Second Interment - Child < 12 years	Per Plot	\$700.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Interment of Ashes - Grave	Per Ashes	\$350.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Purchase of Grave/Reservation		\$900.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Purchase of Plot - Vault/Crib	per Application	POA (includes survey costs)	Commercial	N	LGA (2009) s97(2)(a)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Cemeteries [continued]

Breaking of Concrete/Removal of Monument		\$500.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Exhumation - Grave	Per Plot	\$2,250.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Additional Charge for Council Services for Funerals starting 2.00pm onwards weekdays	Per Plot	\$450.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Additional Charge for Council Services out of Business Hours - Saturday, Sunday, Public Holiday	Per Plot	\$1,000.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5

Columbaria and Garden

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

Purchase/Reservation of Niche (Includes Fee for Plaque Application)	Per Niche	\$550.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Purchase / Reservation of Niche - Garden Plot / Columbarium					
Exhumation of Ashes		\$160.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Interment of Ashes	Per Ashes	\$350.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5

Cemetery Search

Standard Search	Per Hour	\$75.00	Commercial	N	LGA (2009) s262(3)(c)
Over 6 names.					

Reservation Cancellation

Administration Fee	each	\$150.00	Commercial	Y	LGA (2009) s97(2)(a) LL1 - A (2011) s5
Relinquish reserve/right of burial/niche/ashes site/surrender of burial rights to a plot. Formal application to be made with permission of burial rights holder. Reservation fee may be refunded, subject to reservation fee paid if greater than this fee.					

Transfer of Right of Burial Reservation

Administration Fee	per application	\$150.00	Commercial	N	LGA (2009) s97(2)(a) LL1 - A (2011) s5
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Electric Vehicle Charging Station

Electric Vehicle Charging Station	Per kWh	\$0.35	Commercial	Y	LGA (2009) s262(3)(c)
Alford Street Car Park, Kingaroy					

Election Signs

Election Signs Bond		\$100.00	Commercial	N	LGA (2009) s262(3)(c) LL1 - A (2011)
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Environmental Health Licences and Permits

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

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Environmental Relevant Activities

Registration Certificates

Application for Environmental Authority + Annual Fee		\$459.00	Regulatory	N	LGA (2009) s97(2)(a) EPA (1994) s514
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Annual Environmental Authority Fees

ERA with AES of 0		\$179.00	Regulatory	N	LGA (2009) s97(2)(a) EPA (1994) s517
ERA with AES of 0 to 10		\$272.50	Regulatory	N	LGA (2009) s97(2)(a) EPA (1994) s518
ERA with AES of 11 to 30		\$544.50	Regulatory	N	LGA (2009) s97(2)(a) EPA (1994) s519
ERA with AES of more than 30		\$886.50	Regulatory	N	LGA (2009) s97(2)(a) EPA (1994) s520

Application for Food Licence

Assessment of Applicant		\$96.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Not applicable for temporary licence.

Structural Approval		\$165.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Where applicable.

Pro-Rata Licence High		\$32.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.

Pro-Rata Licence Medium		\$28.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.

Pro-Rata Licence Low		\$20.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.

Pro-Rata Licence Supermarket		\$28.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Pro-rata licence fees are for New Businesses ONLY, not for pre-existing change of owners.

Pro-Rata Add Unit (to Supermarket for Each Additional Over One Department)		\$3.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Monthly rate multiplied by the number of months up to and including the month paid to the end of September.

Pro-Rata Licence Market (Held on a Monthly Basis)		\$6.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
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Monthly rate multiplied by the number of months up to and including the month paid to the end of September.

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Application for Food Licence [continued]

Pro-Rata Licence Home-Based		\$6.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Temporary		\$49.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
Monthly rate multiplied by the number of months up to and including the month paid to the end of September.					
Amendment for Licence		\$165.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
Structural changes within the business and/or amendment to the licence e.g. change of business activity.					

Renewal of Licence

High		\$382.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72
Medium		\$336.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72
Low		\$240.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72
Supermarket		\$336.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72
Add Unit		\$38.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72
To Supermarket for each additional over 2 departments.					
Market		\$72.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s72

Home-Based Business

Selling within South Burnett at local markets only.

Assessment of Applicant		\$96.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52
Not applicable for temporary licence.					
Renewal of Licence		\$72.50	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s49 FA (2006) s52

Additional Fees

Food Safety Program Accreditation/ Audit		At Cost	Commercial	N	LGA (2009) s97(2)(a) FA (2006) s102
Re-Inspection Fee (Non-compliance) / Inspection	per hour	\$128.00	Commercial	N	LGA (2009) s262(3)(c)
Restoration Fee – Late Fee for Outstanding Annual Licence Renewal		\$128.00	Regulatory	N	LGA (2009) s97(2)(a) FA (2006) s73

Public Health

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

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Higher Risk Personal Appearance Service

Application for a New Licence		\$453.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Application to Renew a Licence		\$288.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Application to Amend a Licence		\$406.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Transfer Fee		\$96.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Non-Higher Risk Personal Appearance Service

Inspection Fee	per hour	\$128.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
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Residential Services

Residential Services (Accreditation) Act 2002.

Application Fee		At Cost	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
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Local Law Permits

Transfer Fee		\$96.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
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Registration of Catteries or Kennels

Application Fee		\$459.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Renewal Fee		\$288.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Temporary Home Permit

Application Fee		\$187.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
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Display of Goods on Footpaths

Yearly Application Fee		\$53.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
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Caravan Parks/Camping Grounds

Application Fee		\$459.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Renewal Fee		\$288.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Public Swimming Pools

Application Fee		\$459.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Renewal Fee		\$288.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Standing Stall Site

Application Fee		Relevant Minimum General Rate for Current Financial Year + \$50.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Renewal Fee		Relevant Minimum General Rate for Current Financial Year	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Alfresco Areas

Commercial Hotel & Club Hotel Alfresco Structure	per Structure	\$1,000.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Kingaroy Street Cafe Alfresco Structure	per Structure	\$250.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6

Miscellaneous Fees

Special Inspection

To Undertake Inspection of any Licensed Premises and Requires a Written Report		\$406.00	Commercial	N	LGA (2009) s262(3)(c)
Compliance search.					

Health Records Search

Health Records Search Fee		\$106.50	Commercial	N	LGA (2009) s262(3)(c)
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Impounded Vehicle/Goods

Impounding Fee		\$192.00	Regulatory	N	LGA (2009) s97(2)(d) LL1 - A (2011) s6
Holding Fee	per day	\$10.00	Commercial	N	LGA (2009) s262(3)(c)
Transportation		At Cost	Regulatory	N	LGA (2009) s97(2)(d) LL1 - A (2011) s6

Overgrown Allotments

Slash Residential Block		At Cost	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Slash Block Larger than Residential		At Cost	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011) s6
Administration Cost – Authority to Slash		\$64.00	Commercial	N	LGA (2009) s262(3)(c)
Administration Cost – No Authority to Slash		\$101.50	Commercial	N	LGA (2009) s262(3)(c)

Testing Water Samples

Testing of Private Water Samples		\$96.50	Commercial	Y	LGA (2009) s262(3)(c)
Plus costs of tests if charged by Laboratory.					
Testing of Commercial Water Samples - Food Business		\$96.50	Regulatory	N	LGA (2009) s262(3)(c)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Testing Water Samples [continued]

Testing of Commercial Water Samples - Food Business (combined with Food Inspection)		\$32.00	Regulatory	N	LGA (2009) s262(3)(c)
Testing of Commercial Water Samples - Water Carrier		At Cost	Regulatory	N	LGA (2009) s262(3)(c)

Halls & Facilities

Hire hours are capped at 10 hours if consecutive.

Discounts apply for the following categories (proof required):

- Resident within the South Burnett Regional Council area - 50% discount
- Not for Profit organisation **within** the South Burnett Regional Council area - 90% discount
- Not for Profit organisation **outside** the South Burnett Regional Council area - 50% discount

Kingaroy 1913 Chambers

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)

Kingaroy Town Hall

Additional Fee - Hall - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Additional Fee - Reception Room - opt in Cleaning Fee	per event	\$80.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Forecourt Hire (as part of Main Hall Hire)		\$0.00	Commercial	Y	LGA (2009) s262(3)(c)
Forecourt Hire (exclusive use - ticketed)	per hour	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)
Main Hall Hire	per hour	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Reception Room & BBQ Area & Bar Hire (including kitchen)	per hour	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Reception Room Hire (including kitchen)	per hour	\$90.00	Commercial	Y	LGA (2009) s262(3)(c)
Reception Room Hire (without kitchen)	per hour	\$75.00	Commercial	Y	LGA (2009) s262(3)(c)
Shared Zone Hire		\$0.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$180.00	Commercial	Y	LGA (2009) s262(3)(c)

Nanango Cultural Centre

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Main Stage Area Hire (including kitchen)	per hour	\$95.00	Commercial	Y	LGA (2009) s262(3)(c)
Main Stage Area Hire (without kitchen)	per hour	\$80.00	Commercial	Y	LGA (2009) s262(3)(c)
Supper Room & Bar & Kitchen Hire	per hour	\$70.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$130.00	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Maidenwell Town Hall

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$30.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)

Murgon Town Hall

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$90.00	Commercial	Y	LGA (2009) s262(3)(c)

Proston Railway Building

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)

Proston Town Hall

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$90.00	Commercial	Y	LGA (2009) s262(3)(c)

Ringsfield House Nanango

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Bus Tours Admission per person	per person	\$5.00	Commercial	Y	LGA (2009) s262(3)(c)
Church Hire for Other	per hour	\$30.00	Commercial	Y	LGA (2009) s262(3)(c)
Church Hire for Wedding	per hour	\$50.00	Commercial	Y	LGA (2009) s262(3)(c)
Coach House & Grounds Hire	per hour	\$10.00	Commercial	Y	LGA (2009) s262(3)(c)
Commercial Kitchen Hire (BYO utensils and cooking equipment)	per hour	\$30.00	Commercial	Y	LGA (2009) s262(3)(c)
Main House Enclosed Verandah Only Hire	per hour	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Main House Hire	per hour	\$80.00	Commercial	Y	LGA (2009) s262(3)(c)
School House Hire - Meetings only	per hour	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$130.00	Commercial	Y	LGA (2009) s262(3)(c)

Wondai Town Hall

Additional Fee - opt in Cleaning Fee	per event	\$100.00	Commercial	Y	LGA (2009) s262(3)(c)
Bond (if applicable)	per event	\$1,000.00	Commercial	N	LGA (2009) s262(3)(c)
Commercial Kitchen Hire	per hour	\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Total Complex Hire	per hour	\$80.00	Commercial	Y	LGA (2009) s262(3)(c)

Key Deposit

McCauley Weir Key Deposit	Per Key	\$100.00	Commercial	N	
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Library

Fines on Overdue Books

Member	per book per working day	No Charge	Commercial	N	LGA (2009) s262(3)(c)
After 4 weeks, per book per working day – minimum \$0.20.					

Internet

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

First Hour	per first hour	No Charge	Commercial	Y	LGA (2009) s262(3)(c)
Per Half Hour Over First Hour	per half hour over first hour	No Charge	Commercial	Y	LGA (2009) s262(3)(c)

Lost Books

Replacement Fee		At Cost	Commercial	N	LGA (2009) s262(3)(c)
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Membership

Membership		No Charge	Commercial	N	LGA (2009) s262(3)(c)
Bond for Visitor Membership		No Charge	Commercial	N	LGA (2009) s262(3)(c)
Refundable.					

Photocopying and Printing

A4

Colour Picture and Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)
Colour Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)
Black Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)

A3

Colour Picture and Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)
Colour Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)
Black Writing	per page	Refer to Printing	Commercial	Y	LGA (2009) s262(3)(c)

Other

Library Membership Card Replacement Fee	each	\$5.50	Commercial	N	LGA (2009) s262(3)(c)
Library Bags	each	\$2.50	Commercial	Y	LGA (2009) s262(3)(c)

Museum & Visitor Centre

Books

First 100 Years		\$11.50	Commercial	Y	LGA (2009) s262(3)(c)
Landscapes of Change		\$56.50	Commercial	Y	LGA (2009) s262(3)(c)
Gathering of the Waters		\$40.00	Commercial	Y	LGA (2009) s262(3)(c)
Murgon in Focus		\$28.00	Commercial	Y	LGA (2009) s262(3)(c)
All Postage and Handling		At Cost	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Pest Management

Purchase of Baits

Purchase of 1080 Meat Baits	Per Bait	At Cost	Commercial	Y	LGA (2009) s262(3)(c)
Purchase of Doggone Baits	Per Bait	At Cost	Commercial	Y	LGA (2009) s262(3)(c)

Control Notices

Administration Fee	Per Notice	\$64.00	Regulatory	N	LGA (2009) s97(2)(a) BA (2014) s48
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Wild Dog Scalps

Wild Dog Scalps Rebate	Per Scalp	\$36.00	Regulatory	N	LGA (2009) s97(2)(a) BA (2014) s48
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Pest Control - Enforcement Notice

Property Inspection	Per Enforcement	\$268.00	Commercial	N	LGA (2009) s97(2)(a) BA (2014) s48
Treatment Cost	Enter & Clear Enforcement	At Cost	Commercial	N	LGA (2009) s97(2)(a) BA (2014) s48

Planning

Engineering Assessment Associated with Developments/Operational Work

Operational Work Applications

Application Fee		\$420.00 + 1.25% of the Estimated Cost of Construction	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51
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Operational Work (Bulk Earthworks Only)

Filling More Than 1m Above or Excavation More Than 1m Below Ground Level, or Involving More Than 50m ³		\$950.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
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Inspection of Construction for Operational Works

Estimated Construction Cost \$35,000-\$200,000		\$800.00 + 2.27% of the Estimated Cost of Construction	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51
Estimated Construction Cost \$200,000-\$500,000		\$800.00 + 1.77% of the Estimated Cost of Construction	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51
Estimated Construction Cost \$500,000-\$1,000,000		\$800.00 + 1.22% of the Estimated Cost of Construction	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51
Estimated Construction Cost Over \$1,000,000		\$800.00 + 0.71% of the Estimated Cost of Construction	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Inspection of Construction for Operational Works [continued]

Reinspection Fee		\$254.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51
When first or subsequent inspections have failed.					

Planning Searches

Limited Planning Certificate		\$162.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)
Standard Planning Certificate - Price on Application		POA Min. Fee excl. GST: \$466.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)
Full Planning Certificate		POA Min. Fee excl. GST: \$1,083.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)

Preliminary Approval

Preliminary Approval		80%	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Preliminary Approval (Including a Variation Request)		POA	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s50(1)
Development Application For Development Permit Following Preliminary Approval Including a Variation Approval		80%	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s50(3)

Reconfiguring a Lot Code

Boundary Realignments and Easements		\$1,281.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure 1 to 5 Lots		\$2,231.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure 6 to 15 Lots		\$3,234.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure Over 15 Lots		\$4,356.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

Reconfiguring a Lot Impact

Boundary Realignments and Easements		\$2,904.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure 1 to 5 Lots		\$3,234.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure 6 to 15 Lots		\$4,804.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Reconfigure Over 15 Lots		\$6,694.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

Approving Plan of Survey

Approving Plan of Subdivision, Approving Documents or Work, Reinspection Fee		\$438.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
DERM Valuation Fee	per Lot on Survey Plan	\$53.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s262(3)(c)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Approving Plan of Survey [continued]

Approving Lapsed Plan of Subdivision Resealing of a Survey Plan		\$224.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
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Material Change of Use Code

Unlisted Fee (If No Fee Stated for the Use)		POA	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Dwelling House		\$1,281.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling		\$1,676.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Shop		\$3,749.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Shopping Centre < 500m2		\$4,799.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Shopping Centre > 500m2		\$8,039.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2		\$3,971.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot		\$3,128.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Extractive Industry > 2ha		\$4,799.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
High Impact Industry, Special Industry		\$7,024.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Medium Impact Industry < 500m2		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Medium Impact Industry > 500m2		\$4,475.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Intensive Animal Husbandry, Intensive Horticulture		\$3,234.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Child Care Centre		\$2,391.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Material Change of Use Code [continued]

Air Services, Non-Resident Workforce Accommodation, Utility Installation		\$2,391.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Major Electricity Infrastructure, Substation		\$4,475.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Telecommunications Facility		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Nightclub Entertainment Facility		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Indoor Sports and Recreation		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Park, Environment Facility		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units		\$1,596.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short Term Accommodation, Tourist Park 5-10 Units		\$2,178.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units		\$4,559.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

Material Change of Use Impact

Unlisted Fee (If No Fee Stated for the Use)		POA	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Dwelling House		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Caretaker's Accommodation, Dual Occupancy, Dwelling Unit, Home Based Business, Sales Office, Secondary Dwelling		\$2,397.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Animal Husbandry, Animal Keeping, Agricultural Supplies Store, Aquaculture, Cropping, Permanent Plantation, Roadside Stall, Rural Industry, Rural Workers Accommodation, Wholesale Nursery, Winery		\$3,294.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Shop		\$4,480.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
Shopping Centre < 500m2		\$5,914.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Shopping Centre > 500m2		\$9,486.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse < 500m2		\$3,234.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Food and Drink Outlet, Function Facility, Funeral Parlour, Garden Centre, Health Care Services, Hotel, Hardware and Trade Supplies, Market, Office, Outdoor Sales, Service Station, Service Industry, Showroom, Theatre, Veterinary Services, Warehouse > 500m2		\$4,799.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Bulk Landscape Supplies, Car Wash, Extractive Industry < 2ha, Low Impact Industry, Transport Depot		\$5,802.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Extractive Industry > 2ha		\$6,443.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
High Impact Industry, Special Industry		\$9,683.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Medium Impact Industry < 500m2		\$3,414.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Medium Impact Industry > 500m2		\$6,485.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Intensive Animal Husbandry, Intensive Horticulture		\$6,496.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Child Care Centre		\$3,188.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Air Services, Non-Resident Workforce Accommodation, Utility Installation		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Major Electricity Infrastructure, Substation		\$7,980.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Cemetery, Club, Community Care Centre, Community Residence, Community Use, Crematorium, Educational Establishment, Emergency Services, Hospital, Place of Worship, Residential Care Facility		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Telecommunications Facility		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Nightclub Entertainment Facility		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Indoor Sports and Recreation		\$6,736.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Outdoor Sports and Recreation, Motor Sport Facility, Nature Based Tourism		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Park, Environment Facility		\$3,416.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Material Change of Use Impact [continued]

Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park < 5 Units		\$2,391.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park 5-10 Units		\$3,192.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Multiple Dwelling, Relocatable Home Park, Retirement Facility, Rooming Accommodation, Short-Term Accommodation, Tourist Park > 10 Units		\$6,843.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

Compliance Inspection Material Change of Use

Compliance Inspection Material Change of Use Fee		\$453.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s265
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Minor Relaxation or Siting Variation

Relaxation or Siting Variation Fee		\$961.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
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Building Work or Operational Work

Building Work or Operation Work on Local Heritage Place		\$950.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
Third Party Sign		\$843.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)

Extending Development Approvals

Extension Application to Currency Period		\$1,153.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s86(2)(b)(i)
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Changes

Change Application - Minor Change		20% of the Development Application Fee	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s78
Change Application - Other Than Minor Change		80% of the Development Application Fee	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s78
Minor Change to Application Made During the Assessment Process		\$801.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s78
Non-Minor Change Made During the Assessment Process		\$1036.50 + Full Fee for Development Type	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s52

Cancellation

Cancellation of Development Approval		\$267.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s52
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Superseded

Superseded Planning Scheme Request	Per Request	\$801.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s29
This Fee is To Determine if the Application Will or Will Not Be Considered Under a Superseded Planning Scheme. This Fee Applies in Addition to the Applicable Development Application Fee.					

Change Representations

Change Representations for Development Approval (Negotiated Decision)		10% of the Original Application Fee Min. Fee excl. GST: \$409.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s75
The Fee Does Not Apply to Representations that Relate to an Error or Omission on Council's Part					

Exemption Certificates

Exemption Certificate (For Assessable Development)	Per Request	\$801.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s84
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Miscellaneous Correspondence

Compliance of Building Application/ Approval Against Development Approval		\$453.50	Regulatory	N	LGA (2009) s97(2)(a)
Written Advice (Including 'Generally in Accordance With' and 'To Confirm Accepted Development Category')		\$453.50	Regulatory	N	LGA (2009) s97(2)(a)

Combined MCU and ROL Application

Application for More Than One Use		Total of All Separate Fees	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s51(1)(b)(ii)
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Refund of Fees

A Formal Withdrawal of an Application/Request Will Attract the Following Refund:

A. Application for Material Change of Use, Reconfiguring a Lot or Operational Work

Based Upon What Part of the DA Rules the Application is in at the Time of Withdrawal

(i) End of Part 1: Application Part Ends or Confirmation Notice Issued		80%	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
(ii) End of Part 3: Information Request Issued by Council		40%	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
(iii) End of Part 4: Public Notification Commenced or Notice of Compliance is Received or was Due		20%	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
(iv) Prior to End of Part 5: Decision		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
(v) After End of Part 5: Decision		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)

B. Lapsed Applications and Approvals, Refused Applications, Development Approvals Not Proposed to be Acted Upon

Lapsed Application		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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B. Lapsed Applications and Approvals, Refused Applications, Development Approvals Not Proposed to be Acted Upon [continued]

Lapsed Approval		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
Refused Application		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)
Development Approval Not Proposed to be Acted Upon		Nil	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s108(a)

Planning Scheme Documents

Superseded Planning Scheme		\$40.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s263
Planning Scheme - USB or other electronic format (2017)		\$40.50	Commercial	N	LGA (2009) s97(2)(a) PA (2016) s263
Planning Scheme - Hard Copy (2017)		\$501.50	Commercial	N	LGA (2009) s97(2)(a) PA (2016) s263
Maps in Planning Schemes - A3 Colour		\$34.00	Commercial	N	LGA (2009) s97(2)(a) PA (2016) s263

Staged Development

Development in Stages	Per Stage	\$267.00	Regulatory	N	LGA (2009) s97(2)(a)
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Fee Applies Per Stage eg: Reconfiguring a Lot in 3 Stages = 3 x \$250 Additional Staging Fee is in Addition to Reconfiguring a Lot Fee

External Consultant/Legal Fees

Cost of External Consultant/ Legal Fees	Per Application	POA	Regulatory	N	LGA (2009) s97(2)(a)
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The Cost of External Consultant's Fees/ Legal Fees in Respect to Any Further Expert Assessment or Advice Required by Council in Consideration of Any Application/ Submission/ Request and/or Technical Report will be Charged to the Applicant at the Cost of Council of the External Consultant's Fees/Legal Fees including Re-submission. The Cost Must be Paid Prior to the Delegate's or Council's Final Determination of the Application/ Submission/ Request.

Plumbing

Application for Permit

Class 1 Buildings – Sewered & Non-Sewered Area

For Final Completion Certificate Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge

Dwelling Approval and Inspection		\$1,286.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
<ul style="list-style-type: none"> Multi Unit Residential duplexes, Townhouses, Dual occupancy buildings Modular Buildings 					
Modular Buildings Approval and inspection - (Transporting to Other Council Regions)		\$736.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Alteration or Modifications to Existing Permit Only		\$501.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Class 1 Buildings – Sewered & Non-Sewered Area [continued]

Application and Inspection Fee		\$651.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
<ul style="list-style-type: none"> Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area Application and Inspection Fee - Composting/Incinerating/Ecosystem related Toilets - Application, Assessment & Inspection 					

Class 10a (eg. Sheds) – Sewered & Non-Sewered Area

For Final Completion Certificate Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge

Shed (With Amenities) - Approval and Inspection		\$1,286.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap		\$330.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Grey Water and Land Application Area - Inspection Fee		\$330.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Alteration or Modifications (to an existing permit only)		\$501.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

Commercial and Multi Unit Residential Class 2-9 Buildings (Per Quotation Only)

For Compliance Inspections Please Refer to Miscellaneous Fee - Reinspection for the Applicable Charge (Per Inspection)

Lodgment Fee		\$1,681.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Approval and Inspection - Fixture Unit Charge	per fixture	\$122.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Alteration or Modifications		\$961.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Inspection of Main Sanitary Drains, Hydrant and Water Mains	per metre	\$11.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Inspection of Manholes	per manhole	\$123.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water and Land Application Area – Inspection Fee		\$272.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

Application for Amended Permit

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

Amendments Class 1 and Class 10a – Change of Floor Plans/Fixture Layout of Existing Building		\$122.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Amendments Class 1 and Class 10a – Change of On-Site Sewerage Facility		\$272.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Minor Amendments Class 2-9		\$309.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Application for Amended Permit [continued]

Major Amendments Class 2-9		\$886.00	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Extending Term of Permit Only		\$352.50	Regulatory	N	LGA (2009) s97(2)(a) LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

- Extending term and amendment of permit combined application – total of applicable fee.

Public Sector Entity Inspections

Where permit is issued by a Public Sector Entity.

Inspection 1 Fixture only	per fixture	\$272.00	Regulatory	N	LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
Inspection 2 or More Fixtures	per fixture	\$96.00	Regulatory	N	LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)

Miscellaneous

Owner/Private Certifier Information Request.

Plumbing Search		\$55.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264
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- House Drainage Plans within the Property
- Plumbing Record Search

Reinspection Fee		\$272.00	Regulatory	N	LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
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- Plumbing Compliance Site Inspection
- Final Completion Certificate *(applies to approvals issued prior to 2003 or permits that have lapsed)

Backflow Prevention Devices

Backflow Prevention Device Application Fee	per device	\$261.50	Regulatory	N	LGA (2009) s97(2)(a) PDR (2019) s101
Domestic Dwelling - Yearly Lodgement Fee (Form 9) As required under Plumbing legislation and/or Standards	per device	\$30.00	Commercial	N	LGA (2009) s97(2)(a) PDR (2019) s101
Commercial Property - 1 Device	per device	\$45.00	Commercial	N	LGA (2009) s97(2)(a) PDR (2019) s101
Commercial Property - 2 Devices or greater	per device	\$45.00 plus \$20.00 per device > 1	Commercial	N	LGA (2009) s97(2)(a) PDR (2019) s101

Service Reports Lodgement

Lodgement Fee for Service Reports for On-Site Sewerage Facility/Grey Water Use	per service report	\$60.00	Regulatory	N	LGA (2009) s97(2)(a) PDR (2019) s114
Reinspection Fee for Defective/Non Complaint Treatment Plants or Testable Backflow Devices.	per Defective Report	\$290.00	Regulatory	N	PDR (2019) s114

Refund of Fees

If Application Lapses Due to Not Responding to Information Request		Nil	Regulatory	N	PDR (2019) s45(4)(b)
If Application is Cancelled Prior to the Carrying Out of Inspections		50%	Regulatory	N	PDR (2019) s45(4)(b)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Printing

Council Documents

Council Minutes	per page	\$0.80	Regulatory	N	LGA (2009) s97(2)(c) LGR (2012) s272
Free to download from website. Printing charges apply.					
Professional Printing		At Cost	Regulatory	N	LGA (2009) s262(3)(c)
CD or USB		\$8.00	Regulatory	N	LGA (2009) s262(3)(c)

Facsimile Transmissions

Staff supported service.

Local Call – First Page		\$2.30	Commercial	Y	LGA (2009) s262(3)(c)
Local Call – Each Additional Page		\$0.80	Commercial	Y	LGA (2009) s262(3)(c)
STD or ISD – First Page		\$2.80	Commercial	Y	LGA (2009) s262(3)(c)
STD or ISD – Each Additional Page		\$1.70	Commercial	Y	LGA (2009) s262(3)(c)

Laminating

Staff supported service.

A4	per page	\$4.30	Commercial	Y	LGA (2009) s262(3)(c)
A3	per page	\$5.60	Commercial	Y	LGA (2009) s262(3)(c)
A1 or A10	per metre	\$33.10	Commercial	Y	LGA (2009) s262(3)(c)

Photocopying and Printing

Staff supported service.

A4

Colour Picture and/or Writing	per page	\$1.70	Commercial	Y	LGA (2009) s262(3)(c)
Black Writing	per page	\$0.20	Commercial	Y	LGA (2009) s262(3)(c)

A3

Colour Picture and/or Writing	per page	\$4.30	Commercial	Y	LGA (2009) s262(3)(c)
Black Writing	per page	\$0.50	Commercial	Y	LGA (2009) s262(3)(c)

Plan Printing

Staff supported service.

Precut Sheets A1		\$33.00	Commercial	Y	LGA (2009) s262(3)(c)
Precut Sheets A10		\$44.50	Commercial	Y	LGA (2009) s262(3)(c)

Rates

Dishonoured Payment Fee (Cheque)	each	\$25.00	Commercial	N	LGA (2009) s262(3)(c)
Property Transfer Fee		\$30.00	Regulatory	N	LGA (2009) s97(2)(b)
Transfer fee only charged where property ownership has changed due to sale of the property.					
Refund Processing Fee		\$20.00	Commercial	N	LGA (2009) s262(3)(c)
One free refund per assessment					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Rentals

Nanango

Appin Place

Standard Units		\$182.50	Commercial	Y	RTRAA (2008) s77(d)
Main Unit		\$210.00	Commercial	Y	RTRAA (2008) s77(d)

Brighthaven

Units 1-10		\$137.50	Commercial	Y	RTRAA (2008) s77(d)
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Drayton Villas

Minimum Standard Unit		\$199.00	Commercial	Y	RTRAA (2008) s77(d)
Minimum Extended Unit		\$210.00	Commercial	Y	RTRAA (2008) s77(d)

Council Housing

Murgon

Goodchild Drive		CMV	Commercial	Y	RTRAA (2008) s77(d)
Tiernan Terrace		CMV	Commercial	Y	RTRAA (2008) s77(d)

Nanango

Pioneer Cottage		CMV	Commercial	Y	RTRAA (2008) s77(d)
Brisbane Street		CMV	Commercial	Y	RTRAA (2008) s77(d)
Hunter Street		CMV	Commercial	Y	RTRAA (2008) s77(d)

Right to Information (RTI) and Information Privacy (IP)

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

RTI Application Fee		Set by Regulation	Regulatory	N	LGA (2009) s97(2)(a) RTIR (2009) s4
Processing Charge for an RTI Application		Set by Regulation	Regulatory	N	LGA (2009) s97(2)(a) RTIR (2009) s5
For any Application where the processing time is more than 5 hours.					
Access Charge		Set by Regulation	Regulatory	N	LGA (2009) s97(2)(a) RTIR (2009) s6
Photocopying A4 (Black and White).					
IP Application Fee		Set by Regulation	Regulatory	N	LGA (2009) s97(2)(a) IPR (2009)
IP Access Charge		Set by Regulation	Regulatory	N	LGA (2009) s97(2)(a) IPR (2009) s4
Photocopying A4 (Black and White).					

Roads

Banners Across Roads

Use of Banner Poles	per installation	\$586.00	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Permits

Blasting		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Awnings and Balconies Over Roads		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Building Materials Placed on Road		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Licensed Gates – Application Fee		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Licensed Grids – Application Fee		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Scaffolding		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
Car Park Bays	per day	\$11.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)

Pipes Across Gazetted Roads

Application Fee		\$163.50	Regulatory	N	LGA (2009) s97(2)(a) LL1 - A (2011)
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Marker Posts (Complete)

Marker Posts (Complete) Fee	each	\$64.00	Commercial	Y	LL1 - A (2011)
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Complete Repairs

Estimated Cost for Council to Supply, Lay and Backfill Enveloping Pipe		At Cost	Commercial	Y	LL1 - A (2011)
Actual cost to be charged.					

Removal Bond

Assessment and Inspection Fee		\$243.50	Regulatory	N	LGA (2009) s97(2)(a) BA (1975) s86(1)(c) LL1 - A (2011)
Non-refundable.					
For Movements Into, Out of, or Within the South Burnett Regional Council		\$1,400.00	Regulatory	N	LGA (2009) s97(2)(a) BA (1975) s86(1)(c) LL1 - A (2011)
When damage occurs to Council roads, cost of repairs to be deducted from the bond.					

Rural Property Number

Installation Fee for Relocation or Replacement		\$127.50	Commercial	N	LL1 - A (2011)
Rural Numbers – Cap	each cap	\$6.50	Commercial	N	LL1 - A (2011)
Rural Numbers – Number	each number	\$9.00	Commercial	N	LL1 - A (2011)
Rural Numbers – Post	each post	\$19.50	Commercial	N	LL1 - A (2011)

Miscellaneous Fees

Private Works		Price on Application	Regulatory	Y	LGA (2009) s97(2)(e)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Saleyards and Dips

Transshipping Fees

Transshipping Fee <=100 head/year	Annual fee	\$260.00	Commercial	Y	LGA (2009) s262(3)(c)
Transshipping Fee >100 head/year	Annual fee	\$775.00	Commercial	Y	LGA (2009) s262(3)(c)

Livestock Selling Fees (Fat & Store Sales)

Agents Cancellation of Sales	per sale per agent	\$500.00	Commercial	Y	LGA (2009) s262(3)(c)
Cancellation of Sale by Agent					
Agents Licence Fee	per head	\$2.80	Commercial	Y	LGA (2009) s262(3)(c)
Liveweight Sale (Weighing & Yard Fees)	per head	\$8.00	Commercial	Y	LGA (2009) s262(3)(c)
Open Auction Sale (Yard Fee Only)	per head	\$5.50	Commercial	Y	LGA (2009) s262(3)(c)
Agents Inspection and Dipping Fee	per head	\$4.00	Commercial	Y	LGA (2009) s262(3)(c)
Pigs, Sheep, Goats, Chickens, Llamas Sold	per head	\$3.50	Commercial	Y	LGA (2009) s262(3)(c)
Horses and Buffalo	per head	\$8.50	Commercial	Y	LGA (2009) s262(3)(c)

Stud Selling Fees

Licence Fee for Specialty Sales (1 or 2 day sale)	per event	\$1,300.00	Commercial	Y	LGA (2009) s262(3)(c)
Open Auction Sale	per head	\$28.00	Commercial	Y	LGA (2009) s262(3)(c)
Open Auction Sale (Yard Fee only)	per head	\$5.50	Commercial	Y	LGA (2009) s262(3)(c)

Yard Fee for Cattle

Yard Fee for Cattle - Private	Per Head Per Day	\$2.00	Commercial	Y	LGA (2009) s262(3)(c)
Yard Fee for Cattle - Sale	Per Head Per Day	\$1.60	Commercial	Y	LGA (2009) s262(3)(c)

Cleaning of Other Areas

Cleaning of Agents Room and Toilets After Specialty Sales	per event	\$260.00	Commercial	Y	LGA (2009) s262(3)(c)
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Removal and Disposal

Removal and Disposal of Dead Animal	per head	At Cost	Commercial	Y	LGA (2009) s262(3)(c)
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Weighing Fees - Private Sale

Other than at cattle liveweight sales.

Minimum Fee – 1 to 20 Head	per event	\$42.00	Commercial	Y	LGA (2009) s262(3)(c)
Standard Charge – greater than 20 Head	per head	\$3.00	Commercial	Y	LGA (2009) s262(3)(c)

Inspection Fees – Weekdays

Minimum Charge - 1 to 20 Head	per event	\$42.00	Commercial	Y	LGA (2009) s262(3)(c)
Standard Charge - greater than 20 Head	per head	\$3.00	Commercial	Y	LGA (2009) s262(3)(c)

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Dipping Fees - Private

Minimum Fee - 1 to 6 Head	per event	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)
Standard Charge - greater than 6 Head	per head	\$3.50	Commercial	Y	LGA (2009) s262(3)(c)

Spraying Fees

Spraying Fees	per animal	\$37.00	Commercial	Y	LGA (2009) s262(3)(c)
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Hire of Facilities

Canteen Hire	per event	\$52.00	Commercial	Y	LGA (2009) s262(3)(c)
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Truck Wash

Truck Wash Water Charges	per minute	\$1.00	Commercial	Y	LGA (2009) s262(3)(c)
Estimated flow rate per minute = 60 litres					

Searches

Building Searches

Building Property Search		\$347.00	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Building Records Search		\$203.00	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Building Records Search - Urgent		\$304.50	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
Copy of Building Plans - Hard Copy		\$175.00	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)
Copy of Building Plans - Electronic Copy		\$87.50	Regulatory	N	LGA (2009) s97(2)(c) PA (2016) s51(1)(b)(ii)

Cemetery Search

Standard Search		\$75.00	Commercial	N	LGA (2009) s262(3)(c)
Over 6 names.					

Environmental Health Licences

Compliance search.

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

To Undertake Inspection of any Licensed Premises and Requires a Written Report		\$406.00	Commercial	N	LGA (2009) s262(3)(c)
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Health Records Search

Health Records Search Fee		\$106.50	Commercial	N	LGA (2009) s262(3)(c)
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Noxious Weeds – Property Inspection

Inspection Fee	Per Inspection	\$206.00	Regulatory	N	LGA (2009) s97(2)(a) BA (2014) s48
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Rate/Property Searches

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

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

Full Search		\$154.00	Regulatory	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)
Full Search - Urgent		\$221.00	Regulatory	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)
Within 2 business days of payment being received.					
Short Search		\$88.00	Regulatory	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)
Short Search - Urgent		\$126.00	Regulatory	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)
Within 2 business days of payment being received.					
Property Archive Search/ Miscellaneous Administration Fee	per hour	\$44.00	Commercial	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)
Property Archive Search/ Miscellaneous Administration Fee – if less than 1/2 hour	per half hour – minimum	\$24.00	Commercial	N	LGA (2009) s97(2)(c) LGR (2012) s155(1)

Rate Notice Copies

Copy of Rate/Water Notice/s for Current Financial Year	per notice	No Charge	Regulatory	N	LGA (2009) s97(2)(c) LGA (2009) s262(3)(c)
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Special Water Meter Reading

Special Water Meter Reading Fee		\$89.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s37
Special Water Meter Reading Fee - Urgent		\$128.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s37
Within 2 business days of payment being received.					

Planning Searches

Limited Planning Certificate		\$162.00	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)
Standard Planning Certificate		\$480.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)
Full Planning Certificate		\$1,115.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264(2)

Plumbing Searches

Reinspection Fee		\$272.00	Regulatory	N	LGA (2009) s97(2)(e) PDR (2019) s44(1)(b)(iv)
<ul style="list-style-type: none"> Plumbing Compliance Site Inspection Final Completion Certificate 					
Plumbing Search		\$55.50	Regulatory	N	LGA (2009) s97(2)(a) PA (2016) s264
<ul style="list-style-type: none"> House Drainage Plans within the Property Plumbing Records Search 					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Soil Laboratory Testing

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

Aggregate Sampling

Sampling of Aggregate	per hour	\$84.50	Commercial	Y	LGA (2009) s262(3)(c)
Flakiness Index		\$200.00	Commercial	Y	LGA (2009) s262(3)(c)
Including ALD, particle size distribution.					
Degradation Test		\$262.50	Commercial	Y	LGA (2009) s262(3)(c)
Weak Particles		\$84.50	Commercial	Y	LGA (2009) s262(3)(c)
Crushed Particles		\$84.50	Commercial	Y	LGA (2009) s262(3)(c)
Degree Precoat		\$84.50	Commercial	Y	LGA (2009) s262(3)(c)
10% Fines Dry Strength		\$272.50	Commercial	Y	LGA (2009) s262(3)(c)
10% Fines Wet Strength		\$272.50	Commercial	Y	LGA (2009) s262(3)(c)
10% Fines Wet/Dry Variation		\$508.50	Commercial	Y	LGA (2009) s262(3)(c)
Modified Texture Depth		\$33.00	Commercial	Y	LGA (2009) s262(3)(c)

CBR Testing

CBR (5 Points)

Unsoaked		\$374.00	Commercial	Y	LGA (2009) s262(3)(c)
Soaked		\$374.00	Commercial	Y	LGA (2009) s262(3)(c)
Insitu CBR Test (DCP)	per hour	\$84.50	Commercial	Y	LGA (2009) s262(3)(c)

CBR (1 Point)

Unsoaked		\$303.50	Commercial	Y	LGA (2009) s262(3)(c)
Soaked		\$303.50	Commercial	Y	LGA (2009) s262(3)(c)

Compaction Testing

Conventional

Dry Density – Moisture Relationship (MDR)

Large Mould MDR		\$203.00	Commercial	Y	LGA (2009) s262(3)(c)
Small Mould MDR		\$159.00	Commercial	Y	LGA (2009) s262(3)(c)
Field Density (Sand Replacement)		\$92.50	Commercial	Y	LGA (2009) s262(3)(c)
Ball Penetrometer	per hour	\$84.50	Commercial	Y	LGA (2009) s262(3)(c)

Concrete Testing

Slump Test		\$30.00	Commercial	Y	LGA (2009) s262(3)(c)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Making Cylinders and Curing (Each Cylinder)

Includes 1 Slump Test per set of 3.

Set of 3		\$198.00	Commercial	Y	LGA (2009) s262(3)(c)
Cast and Cure Extra Cylinder		\$30.00	Commercial	Y	LGA (2009) s262(3)(c)
Unconfined Compressive Strength (UCS)		\$401.00	Commercial	Y	LGA (2009) s262(3)(c)
Unconfined Compressive Strength (UCS) Field Mixed		\$221.00	Commercial	Y	LGA (2009) s262(3)(c)
Compressive Strength Tests	each cylinder	\$30.00	Commercial	Y	LGA (2009) s262(3)(c)

Nuclear Meter Testing (NATA Certified)

Field Dry Density		\$49.00	Commercial	Y	LGA (2009) s262(3)(c)
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Soil Testing

Moisture Content	per test	\$34.00	Commercial	Y	LGA (2009) s262(3)(c)
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Sieve Analysis

Particle Size Distribution (PSD) Dry/ Wet		\$151.50	Commercial	Y	LGA (2009) s262(3)(c)
Particle Size Distribution (PSD) Less than 5 Sieves		\$101.50	Commercial	Y	LGA (2009) s262(3)(c)

Atterberg Limits

5 Points (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$222.00	Commercial	Y	LGA (2009) s262(3)(c)
1 Point (Includes Liquid Limit, Linear Shrinkage and Plastic Index)		\$105.50	Commercial	Y	LGA (2009) s262(3)(c)
Linear Shrinkage		\$48.00	Commercial	Y	LGA (2009) s262(3)(c)

Discount for Bulk Customers

On request.

Standard Fees

Hourly Travel Rate	per hour	\$113.50	Commercial	Y	LGA (2009) s262(3)(c)
Overtime @ 1.5	per hour	\$128.00	Commercial	Y	LGA (2009) s262(3)(c)
Overtime @ 2	per hour	\$171.00	Commercial	Y	LGA (2009) s262(3)(c)
Overtime @ 2.5	per hour	\$213.50	Commercial	Y	LGA (2009) s262(3)(c)
Travel Rate (2 Technicians)	per hour	\$199.00	Commercial	Y	LGA (2009) s262(3)(c)
Wait Time	per hour	\$85.50	Commercial	Y	LGA (2009) s262(3)(c)
Work Time	per hour	\$85.50	Commercial	Y	LGA (2009) s262(3)(c)
Vehicle Standby Time		\$20.50	Commercial	Y	LGA (2009) s262(3)(c)

Swimming Pools

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

Adult	per head	\$4.50	Commercial	Y	LGA (2009) s262(3)(c)
Children < 12	per head	\$3.00	Commercial	Y	LGA (2009) s262(3)(c)
Senior/Concession Card Holders	per head	\$3.50	Commercial	Y	LGA (2009) s262(3)(c)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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South Burnett Swimming Pools – Blackbutt, Kingaroy, Murgon, Proston, South Burnett Aquatic Centre and Wondai [continued]

Hydrotherapy Pool	per head	\$4.50	Commercial	Y	LGA (2009) s262(3)(c)
School Swimming Carnival		\$420.00	Commercial	Y	LGA (2009) s262(3)(c)
Private Hire	per hour	\$85.00	Commercial	Y	LGA (2009) s262(3)(c)
Lane Hire	per lane per hour	\$20.00	Commercial	Y	LGA (2009) s262(3)(c)

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

7 Month Swimming Passes

Child	per season	\$165.00	Commercial	Y	LGA (2009) s262(3)(c)
Adult	per season	\$220.00	Commercial	Y	LGA (2009) s262(3)(c)
Senior/Concession Card Holders	per season	\$170.00	Commercial	Y	LGA (2009) s262(3)(c)
Family	per season	\$500.00	Commercial	Y	LGA (2009) s262(3)(c)

10 and 20 Visit Pass

10 Visit Pass – Child		\$27.00	Commercial	Y	LGA (2009) s262(3)(c)
10 Visit Pass – Adult		\$40.50	Commercial	Y	LGA (2009) s262(3)(c)
10 Visit Pass – Senior/Concession Card Holders		\$31.50	Commercial	Y	LGA (2009) s262(3)(c)
20 Visit Pass – Child		\$54.00	Commercial	Y	LGA (2009) s262(3)(c)
20 Visit Pass – Adult		\$81.00	Commercial	Y	LGA (2009) s262(3)(c)
20 Visit Pass – Senior/Concession Card Holders		\$63.00	Commercial	Y	LGA (2009) s262(3)(c)

South Burnett Aquatic Centre – 12 Month Season Pass – Purchased Directly from Pool

12 Month Season Pass

Child	per season	\$309.00	Commercial	Y	LGA (2009) s262(3)(c)
Adult	per season	\$404.00	Commercial	Y	LGA (2009) s262(3)(c)
Senior/Concession Card Holders	per season	\$320.00	Commercial	Y	LGA (2009) s262(3)(c)
Family	per season	\$650.00	Commercial	Y	LGA (2009) s262(3)(c)

Waste Services

Weighed

To be applied at landfills where there is an operational weighbridge.

<10m2 of Domestic Self-Haul Asbestos - Only received at Kingaroy & Nanango	per tonne or part thereof	\$72.00	Commercial	Y	LL6 - WM (2011)
A Small Sized Animal < 15Kgs	per animal	\$23.50	Commercial	Y	LL6 - WM (2011)
A Medium Sized Animal > 15Kgs – < 45Kgs	per animal	\$36.00	Commercial	Y	LL6 - WM (2011)
A Large Sized Animal > 45Kgs – < 90Kgs	per animal	\$122.50	Commercial	Y	LL6 - WM (2011)
A Horse and Cow Type Animal	per Tonne	\$181.50	Commercial	Y	LL6 - WM (2011)
Animal Offal Waste Products	Per Tonne	\$226.50	Commercial	Y	LL6 - WM (2011)
Minimum Charge \$40.50					

Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Weighed [continued]

Batteries - Lead Acid Type Car/4WD Batteries and Lithium (non-car) batteries	Per Kilogram	\$0.00	Commercial	Y	LL6 - WM (2011)
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	Per Unit	\$10.50	Commercial	Y	LL6 - WM (2011)
Liquid Paint <5L (Only able to be received at Kingaroy)	Per Litre	\$0.00	Commercial	Y	LL6 - WM (2011)
Liquid Paint >5L (Only able to be received at Kingaroy)	Per Litre	\$10.00	Commercial	N	LL6 - WM (2011)
Mattress Disposal	Per Mattress	\$15.00	Commercial	Y	LL6 - WM (2011)
Tyres – Motorcycle	Each	\$6.00	Commercial	Y	LL6 - WM (2011)
Tyres – Motorcycle - Contaminated/with Rim	Each	\$10.50	Commercial	Y	LL6 - WM (2011)
Tyres – Car	Each	\$11.00	Commercial	Y	LL6 - WM (2011)
Tyres - Car - Contaminated/with Rim	Each	\$16.50	Commercial	Y	LL6 - WM (2011)
Tyres – Truck	Each	\$30.00	Commercial	Y	LL6 - WM (2011)
Tyres - Truck - Contaminated/with Rim	Each	\$41.00	Commercial	Y	LL6 - WM (2011)
Tyres – Tractor	Each	\$133.50	Commercial	Y	LL6 - WM (2011)
Tyres - Tractor - Contaminated/with Rim	Each	\$268.00	Commercial	Y	LL6 - WM (2011)
Solar Panels - up to 50 panels (only able to be received at Kingaroy)	per Panel	\$10.00	Commercial	Y	LL6 - WM (2011)
Solar Panels - 51 to 200 panels (only able to be received at Kingaroy)	per Panel	\$8.00	Commercial	Y	LL6 - WM (2011)
Solar panels - from 201+ panels (only able to be received at Kingaroy)	per Panel	\$7.00	Commercial	Y	LL6 - WM (2011)
Total solar panel disposal limits may apply. Contact Council's Waste Services section for further details.					
Waste from Outside Shire	Per Tonne	\$448.40	Commercial	Y	LL6 - WM (2011)

Commercial Charges

>10m2 of Domestic Self-Haul or Any Commercial Asbestos (only received at Kingaroy and Nanango)	per tonne or part thereof	\$268.00	Commercial	Y	LL6 - WM (2011)
NOTE: This fee is applicable for asbestos containing material exempt from the Queensland Waste Levy in accordance with the Department of Environment and Science fact sheet, 'Queensland waste levy and asbestos waste disposed in Queensland'. For any asbestos containing material that is not exempt, the Queensland Waste Levy will also be applicable. Acceptance criteria applies, please contact Council for information					
Asphalt	Per Tonne	\$154.50	Commercial	Y	LL6 - WM (2011)
Bricks	Per Tonne	\$154.50	Commercial	Y	LL6 - WM (2011)
Concrete	Per Tonne	\$154.50	Commercial	Y	LL6 - WM (2011)
Green Waste - Bulky Large Logs and Stumps	Per Tonne	\$25.00	Commercial	Y	LL6 - WM (2011)
Minimum Charge \$5.00					
Gyprock/Plasterboard	Per Tonne	\$154.50	Commercial	Y	LL6 - WM (2011)
Mixed timber not able to be recycled	Per Tonne	\$226.50	Commercial	Y	
Tiles	Per Tonne	\$154.50	Commercial	Y	
Liquid Paint	per litre	\$10.00	Commercial	Y	LL6 - WM (2011)
Disposal available at Kingaroy only.					
Commercial and Industrial Waste	per tonne	\$226.50	Commercial	Y	LL6 - WM (2011)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Commercial Charges [continued]

Construction and Demolition Waste	per tonne	\$226.50	Commercial	Y	LL6 - WM (2011)
Commercial, Construction, Demolition, Industrial & Recycled Waste- Mixed Load	Per Tonne	\$453.00		Y	
Solar Panels - up to 50 panels (only to be received at Kingaroy)	per Panel	\$10.00	Commercial	N	LL6 - WM (2011)
Solar Panels - 51 to 200 panels (only to be received at Kingaroy)	per panel	\$8.00	Commercial	Y	LL6 - WM (2011)
Solar panels - from 201+ panels (only able to be received at Kingaroy)	per panel	\$7.00	Commercial	Y	LL6 - WM (2011)

Total Solar Panel Disposal limits may apply. Contact Council's Waste Services for further details.

Volume Estimate

To be applied at supervised landfills/waste transfer stations where there is no operational weighbridge.

<10m ² of Domestic Self-Haul Asbestos - (only received at Kingaroy and Nanango)	per cubic metre or part thereof	\$72.00	Commercial	Y	LL6 - WM (2011)
A Small Sized Animal < 15Kgs	Per Animal	\$23.50	Commercial	Y	LL6 - WM (2011)
A Medium Sized Animal > 15Kgs – < 45Kgs	Per Animal	\$36.00	Commercial	Y	LL6 - WM (2011)
A Large Sized Animal > 45Kgs – < 90Kgs	Per Animal	\$122.50	Commercial	Y	LL6 - WM (2011)
A Horse and Cow Type Animal (Irrespective of the Weight)	Per Animal	\$181.50	Commercial	Y	LL6 - WM (2011)
Animal Offal Waste Products (Irrespective of the Weight)	Per Animal	\$226.50	Commercial	Y	LL6 - WM (2011)

Minimum Charge \$40.50

Batteries - Lead Acid Type Car/4WD Batteries and Lithium (non-car) batteries	Per Kilogram	\$0.00	Commercial	Y	LL6 - WM (2011)
Fridges, Freezers, Water Heat Pump Systems, etc. (Degassing Expense)	Per Unit	\$10.50	Commercial	Y	LL6 - WM (2011)
Mattress Disposal	Per Mattress	\$15.00	Commercial	Y	LL6 - WM (2011)
Tyres – Motorcycle	Each	\$6.20	Commercial	Y	LL6 - WM (2011)
Tyres – Motorcycle - Contaminated/ with Rim	Each	\$10.30	Commercial	Y	LL6 - WM (2011)
Tyres – Car	Each	\$10.80	Commercial	Y	LL6 - WM (2011)
Tyres - Car - Contaminated/with Rim	Each	\$16.50	Commercial	Y	
Tyres – Truck	Each	\$29.90	Commercial	Y	LL6 - WM (2011)
Tyres - Truck - Contaminated/with Rim	Each	\$41.20	Commercial	Y	LL6 - WM (2011)
Tyres – Tractor	Each	\$133.40	Commercial	Y	LL6 - WM (2011)
Tyres - Tractor - Contaminated/with Rim	Each	\$267.80	Commercial	Y	LL6 - WM (2011)
Waste from Outside Shire	per cubic metre	\$448.50	Commercial	Y	LL6 - WM (2011)

Commercial Charges

>10m ² of Domestic Self-Haul or Any Commercial Asbestos - (only received at Kingaroy and Nanango)	per cubic metre or part thereof	\$268.00	Commercial	Y	LL6 - WM (2011)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Commercial Charges [continued]

Asphalt	Per Cubic Metre	\$154.50	Commercial	Y	LL6 - WM (2011)
Bricks	Per Cubic Metre	\$154.50	Commercial	Y	LL6 - WM (2011)
Concrete	Per Cubic Metre	\$154.50	Commercial	Y	LL6 - WM (2011)
Green Waste - Bulky Large logs and Stumps	Per Cubic Metre	\$25.00	Commercial	Y	
Minimum Charge \$5.00					
Gyprock/Plasterboard	Per Cubic Metre	\$154.50	Commercial	Y	LL6 - WM (2011)
Mixed timber not able to be recycled		\$226.50	Commercial	Y	
Tiles	Per Cubic Metre	\$154.50	Commercial	Y	LL6 - WM (2011)
Commercial and Industrial	per cubic metre or part thereof	\$226.50	Commercial	Y	LL6 - WM (2011)
Construction and Demolition	per cubic metre or part thereof	\$226.50	Commercial	Y	LL6 - WM (2011)
Only minor amounts less than 20m3 or 20 tonnes in total of construction and demolition (C&D) waste is able to be received at waste facilities other than Kingaroy with prior approval. Major C&D disposal (>20m3 or 20 tonnes in total) is to be disposed of at the Kingaroy Waste Facility. Please contact Council's Waste Services Section on (07) 4189 9100 for further details.					
Commercial, Construction, Demolition, Industrial & Recycled Waste- Mixed Load	Per Cubic Metre	\$453.00	Commercial	Y	

Free From Charge

E-Waste (All supervised sites)		No Charge		Y	
Waste Motor Oil (received where available approved facilities)		No Charge	Commercial	Y	LL6 - WM (2011)
Clean Fill (only received at Kingaroy, Murgon, Nanango and Wondai)		No Charge	Commercial	Y	LL6 - WM (2011)
Light Gauge Metal/Car Bodies/Metal Tanks (where approved to be received)		No Charge	Commercial	Y	LL6 - WM (2011)
Cardboard Recycling (only received where available approved recycling receptacles provided and boxes must be flattened)		No Charge	Commercial	Y	LL6 - WM (2011)
Where able to be provided.					
Green Waste - Lawn clippings and small tree/shrub trimmings (applicable to Domestic and Commercial at facilities which receive green waste)		No Charge	Commercial	N	LL6 - WM (2011)
Waste Cooking Oil (Received at Kingaroy only)		No Charge	Commercial	Y	LL6 - WM (2011)

Wastewater

Sewerage Connection		\$633.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Wastewater [continued]

Service Connection – Cut Into Existing Main		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Service – Other		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Location of Wastewater Service Connections		\$156.00	Commercial	Y	LGA (2009) s97(2)(e) WSSRA (2008) s167
Water and sewer. Physical location of Sewer					
Physical Location of Sewerage Mains		\$154.00	Commercial	Y	LGA (2009) s97(2)(e) WSSRA (2008) s167

Water and Wastewater Searches

Sewer main and water main location information.

Requests for Sewer and Water Details Within Property		\$57.50	Regulatory	N	LGA (2009) s97(2)(e) LGR (2012) s155(1)
Requests for Sewer and Water Details Adjacent to the Property		\$57.50	Regulatory	N	LGA (2009) s97(2)(e) LGR (2012) s155(1)

Trade Waste - Application Fee

Trade Waste Application Fee (including swimming pool discharge to sewer)		\$191.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180
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Trade Waste - Yearly Renewal Fees

Category 1 Licence		\$301.50	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180
Category 2		\$1.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180
Minimum \$330 P/A volume cKl.					
Category 3		\$1.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180
Minimum \$330 P/A volume cKl.					
BOD5 cKg		\$1.50	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180
Sus Solids cKg		\$1.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s180

Miscellaneous Wastewater Fees

Hire of Sewer Camera including Staff	per hour	\$194.50	Commercial	Y	LGA (2009) s262(3)(c)
Hire of Sewer Jetter including Staff	per hour	\$301.50	Commercial	Y	LGA (2009) s262(3)(c)
Concurrence Agency Response		\$348.00	Regulatory	N	LGA (2009) s97(2)(e) PA (2016) s54(1)
Building over or near infrastructure QDC MP1.4.					

Disposal of Septage Waste

Disposal of Septage Waste Originating Within the South Burnett Regional Council Area	per kilolitre	\$32.00	Commercial	N	LGA (2009) s262(3)(c)
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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Disposal of Septage Waste [continued]

Disposal of Septage Waste Originating Outside the South Burnett Regional Council Area	per kilolitre	\$140.00	Commercial	N	LGA (2009) s262(3)(c)
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Water – Sales

Blackbutt Bulk Nukku Pipeline Water

Blackbutt Bulk Nukku Pipeline Water Fee	per kilolitre	\$1.20	Commercial	N	LGA (2009) s262(3)(c)
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Purchase of Water

Water from Standpipe Commercial or Coin – Potable	per kilolitre	\$6.00	Commercial	N	LGA (2009) s262(3)(c)
Water from Standpipe Commercial or Coin – Non-Potable	per kilolitre	\$5.00	Commercial	N	LGA (2009) s262(3)(c)
Deposit on Standpipe Key		\$145.00	Commercial	N	LGA (2009) s262(3)(c)

Water Supplies

Connection Fees (Measurements are Internal Diameter)

Standard 20mm Service (<30 metres)		\$1,150.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Standard and Restricted Rural 12mm Service		\$1,150.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
25mm Service (Includes 25mm Meter)<30 metres)		\$1,567.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Multiple Dwelling Units – Connection 25mm (Incl. 1 x 20mm Meter Per Unit)<30 metres)	per unit	\$783.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
32mm Service (Includes 32mm Meter) (<30 metres)		\$3,019.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Larger Than 32mm Service (Including Meter) (<30metres)		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Minimum Charge for Service > 32mm		\$3,483.50	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167
Over 30 metres from Main (All Sizes)		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s167

Other Fees

Location of Water Service Connection/s		\$156.00	Commercial	Y	LGA (2009) s262(3)(c)
Disconnection Fee		\$162.00	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s37
Relocate Meter to Other Location		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s35
Testing Meter – Internally		\$104.50	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s37
Testing Meter – Externally		At Cost	Regulatory	N	LGA (2009) s97(2)(e) WSSRA (2008) s37
Physical Location of Water Mains		\$154.00	Commercial	Y	LGA (2009) s262(3)(c)

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Name	Basis and/or duration	Year 24/25 Fee (incl. GST)	Regulatory/ Commercial	GST	Head of Power
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Other Fees [continued]

Concurrence Agency Response		\$348.00	Regulatory	N	LGA (2009) s97(2)(e) PA (2016) s54(1)
Building over or near infrastructure QDC MP1.4.					

Meter Boxes (PVC)

New Meter Box Installation on Existing Connection		\$127.00	Commercial	N	LGA (2009) s262(3)(c)
To be installed by Council.					

Legislation

~ Head of Power ~

Abbreviated Legislation	Act/Regulation/Local Law Reference
AMCDA (2008) s44(2)	<i>Animal Management (Cats and Dogs) Act 2008</i> Section 44(2)
BA (2014) s48	<i>Biosecurity Act 2014</i> Section 48
BA (1975)	<i>Building Act 1975</i>
BA (1975) s86(1)(c)	<i>Building Act 1975</i> Section 86(1)(c)
BA (1975) s144	<i>Building Act 1975</i> Section 144
BA (1975) s146(1)	<i>Building Act 1975</i> Section 146(1)
BA (1975) s231AL(3)	<i>Building Act 1975</i> Section 231AL(3)
EPA (1994) s514	<i>Environmental Protection Act 1994</i> Section 514
EPA (1994) s517	<i>Environmental Protection Act 1994</i> Section 517
EPA (1994) s518	<i>Environmental Protection Act 1994</i> Section 518
EPA (1994) s519	<i>Environmental Protection Act 1994</i> Section 519
EPA (1994) s520	<i>Environmental Protection Act 1994</i> Section 520
FA (2006) s49	<i>Food Act 2006</i> Section 49
FA (2006) s52	<i>Food Act 2006</i> Section 52
FA (2006) s72	<i>Food Act 2006</i> Section 72
FA (2006) s73	<i>Food Act 2006</i> Section 73
FA (2006) s102	<i>Food Act 2006</i> Section 102
IPR (2009)	<i>Information Privacy Regulation 2009</i>
IPR (2009) s4	<i>Information Privacy Regulation 2009</i> Section 4
LGA (2009) s97(2)(a)	<i>Local Government Act 2009</i> Section 97(2)(a)
LGA (2009) s97(2)(b)	<i>Local Government Act 2009</i> Section 97(2)(b)
LGA (2009) s97(2)(c)	<i>Local Government Act 2009</i> Section 97(2)(c)
LGA (2009) s97(2)(d)	<i>Local Government Act 2009</i> Section 97(2)(d)
LGA (2009) s97(2)(e)	<i>Local Government Act 2009</i> Section 97(2)(e)
LGA (2009) s262(3)(c)	<i>Local Government Act 2009</i> Section 262(3)(c)
LGR (2012) s155(1)	<i>Local Government Regulation 2012</i> Section 155(1)
LGR (2012) s272	<i>Local Government Regulation 2012</i> Section 272
LL1 – A (2011)	<i>Local Law 1 (Administration) 2011</i>
LL1 – A (2011) s5	<i>Local Law 1 (Administration) 2011</i> Section 5
LL1 – A (2011) s6	<i>Local Law 1 (Administration) 2011</i> Section 6

Abbreviated Legislation	Act/Regulation/Local Law Reference
LL2 – AM (2011) s6	<i>Local Law 2 (Animal Management) 2011</i> Section 6
LL2 – AM (2011) s21(2)	<i>Local Law 2 (Animal Management) 2011</i> Section 21(2)
LL2 – AM (2011) s24	<i>Local Law 2 (Animal Management) 2011</i> Section 24
LL2 – AM (2011) s29(2)(b)	<i>Local Law 2 (Animal Management) 2011</i> Section 29(2)(b)
LL2 – AM (2011) s40	<i>Local Law 2 (Animal Management) 2011</i> Section 40
LL6 – WM (2011)	<i>Local Law 6 (Waste Management) 2011</i>
PA (2016) s51	<i>Planning Act 2016</i> Section 51
PA (2016) s51(1)(b)(ii)	<i>Planning Act 2016</i> Section 51(1)(b)(ii)
PA (2016) s54(1)	<i>Planning Act 2016</i> Section 54(1)
PA (2016) s79(1)(b)(i)	<i>Planning Act 2016</i> Section 79(1)(b)(i)
PA (2016) s86(2)(b)(i)	<i>Planning Act 2016</i> Section 86(2)(b)(i)
PA (2016) s108(a)	<i>Planning Act 2016</i> Section 108(a)
PA (2016) s263	<i>Planning Act 2016</i> Section 263
PA (2016) s264	<i>Planning Act 2016</i> Section 264
PA (2016) s264(2)	<i>Planning Act 2016</i> Section 264(2)
PA (2016) s265	<i>Planning Act 2016</i> Section 265
PDR (2019) s44(1)(b)(iv)	<i>Plumbing and Drainage Regulation 2019</i> Section 44(1)(b)(iv)
PDR (2019) s45(4)(b)	<i>Plumbing and Drainage Regulation 2019</i> Section 45(4)(b)
PDR (2019) s101	<i>Plumbing and Drainage Regulation 2019</i> Section 101
PDR (2019) s114	<i>Plumbing and Drainage Regulation 2019</i> Section 114
RTRAA (2008) s77(d)	<i>Residential Tenancies and Rooming Accommodation Act 2008</i> Section 77(d)
RTIR (2009) s4	<i>Right to Information Regulation 2009</i> Section 4
RTIR (2009) s5	<i>Right to Information Regulation 2009</i> Section 5
RTIR (2009) s6	<i>Right to Information Regulation 2009</i> Section 6
SRMA (2002) s17(1)	<i>Stock Route Management Act 2002</i> Section 17(1)
SRMA (2002) s169(b)	<i>Stock Route Management Act 2002</i> Section 169(b)
SRMA (2002) s183(a)	<i>Stock Route Management Act 2002</i> Section 183(a)
WSSRA (2008) s35	<i>Water Supply (Safety and Reliability) Act 2008</i> Section 35
WSSRA (2008) s37	<i>Water Supply (Safety and Reliability) Act 2008</i> Section 37
WSSRA (2008) s167	<i>Water Supply (Safety and Reliability) Act 2008</i> Section 167
WSSRA (2008) s180	<i>Water Supply (Safety and Reliability) Act 2008</i> Section 180

11.7 QUOTE SBRCQ 2023/24-16 - REPLACE TRACTOR 4007

File Number: 19/06/2024
Author: Coordinator Plant & Fleet
Authoriser: Chief Executive Officer

PRECIS

Purchase of Tractor to replace Plant 4007 - SBRCQ 2023/24-16.

SUMMARY

Quote SBRCQ 2023/24-16 is to purchase a Tractor to replace Plant 4007.

OFFICER'S RECOMMENDATION

That Council purchase from Sengs Sales and Service, one (1) Massey Ferguson 7S 145 for \$212,175 excluding GST. The expected delivery date is approximately 4 weeks, this can change depending on units available at the time of order.

FINANCIAL AND RESOURCE IMPLICATIONS

The cost for the purchase of the Massey Ferguson 7S 145 is \$52,175 over the allocated budget.

LINK TO CORPORATE/OPERATIONAL PLAN

OPFC-26 – Effectively manage and maintain councils Plant and Fleet (Operational and Capital) including fully expended capital budget.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council's Supervisors and Operators from Infrastructure (Works) and Plant and Fleet evaluated the tenders.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil. Vehicle will be checked at delivery and invoice processed for payment. Warranties apply.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

In accordance with the Procurement Policy.

ASSET MANAGEMENT IMPLICATIONS

Lower maintenance and downtime as Council replaces its aging plant.

REPORT

Quote SBRCQ 2023/24-16 is to purchase a new Tractor to replace a Massey Ferguson MF6614 DVT (Plant No. 4007).

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

Trade in offers were not requested from suppliers, Tractor 4007 will be sent to auction. Local dealer Sengs Sale and Service in Kingaroy did submit a tender to supply a Massey Ferguson Tractor.

Written quotes were received from RDO Equipment and Sengs Sales and Service.

Council has seven (7) Tractors in total. However, the remaining six (6) tractors are required in their current role and were identified as essential. Tractor 4007 was approved in 2023/24 Fleet Replacement Programme. Any internal shifting of currently owned Tractors to replace tractor 4007 would still require replacement, therefore is not a viable option.

Tractors offered for consideration were assessed. Massey Ferguson 7S145 from Sengs Sales and Service, John Deere 6R130 from RDO Equipment. Council currently has three (3) Massey Ferguson Tractors.

The assessment team agree that the **Massey Ferguson 7S 145 is to be recommended for purchase** as it has the highest Whole of life, specification scores, warranty score and total evaluation score of 4.94. Sengs Sale and Service are a Local supplier and have a minimal delivery time, four (4) weeks from ordering. The Massey Ferguson meets all requested specifications and is the best value to Council.

The operators prefer the Massey Ferguson 7S 145 from Sengs Sales and Service as it has the most power, largest fuel capacity and a heavier operating weight. This provides machine stability that is required when operating the Heavy Duty Flail mower that is used for clearing heavy built up scrub and hard to reach areas that cannot be accessed by standard roadside slashers.

Recommendation

That Council purchase from Sengs Sales and Service, one (1) Massey Ferguson 7S 145 for \$212,175 excluding GST. The expected delivery date is approximately 4 weeks, this can change depending on units available at the time of order.

The following quotes were received:

All prices exclude GST

SBRCQ 2023/24-16

Rank	Tenderer	Make/Model	Price
1.	Sengs Sales and Service	Massey Ferguson – 7S145	\$212,175.00
2.	RDO Equipment	John Deere – 6R 130	\$225,600.00

ATTACHMENTS

- 1. SBRCQ 2324-16 - Report Replacement of Tractor 4007** [↓](#) 



Post Market Recommendation Report \$200K+

Project Title: Replacement of Tractor 4007

Contract Reference No: SBRCQ 2023/24-16

Author: Brandon Orchard

Position Title: Plant and Fleet Coordinator

Date: 20/05/2024

Assessment Team

Jason Kregenbrink – Tractor Operator

Greg Wenck – Supervisor Works

Brandon Orchard - Plant & Fleet Coordinator

Karrie Ashby – Fleet Scheduler

Jorja Webber- Fleet Support Officer

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Executive Summary

Quote SBRCQ 2023/24-16 is to purchase a new Tractor to replace a Massey Ferguson MF6614 DVT (Plant No. 4007).

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

Trade in offers were not requested from suppliers, Tractor 4007 will be sent to auction. Local dealer Sengs Sale and Service in Kingaroy did submit a tender to supply a Massey Ferguson Tractor.

One Local dealer for this request.

Timeline

Release Date: 01/02/2024

Closed Date: 22/02/2024

Offers were received from the following suppliers:	
1.	RDO Equipment – John Deere 6R 130
2.	Sengs Sales and Service – Massey Ferguson 7S145

Exceptions

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

YES
*Procurement Exception Form
MUST accompany this Report*

NO

Evaluation Methodology

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

Evaluation Results

Rank	Result: (% or Score)	Tenderer	Make/Model	Price
1.	4.94	Sengs Sales and Service	Massey Ferguson – 7S145	\$212,175.00 Ex Gst
2.	4.75	RDO Equipment	John Deere – 6R 130	\$225,600.00 Ex Gst

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

Procurement Plan

Tractor 4007 Recommended to Replace

Tractor 4007 is in the Roadside Slashing crew and operators throughout the region. Information relating to the existing tractor is as follows:

Financial Year	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Expenses	\$17,697.37	\$24,413.10	\$18,152.93	\$19,009.87	\$33,197.75	\$29,383.99

Financial Details

- Expenses over the life of the tractor \$217,592.44
- Purchased in June 2014 for \$128,000
- Replacement Value \$220,000.00
- Residual Value \$12,000.00
- Accumulated Depreciation \$116,000
- Written Down Value \$12,000

Utilisation and Age Details

- Utilisation of the Tractor over its life is 141% when comparing to average utilisation of 500 hours annually according to the Institute of Public Works Engineering Australasia (IPWEA) industry benchmark.
- 10 years old, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 7 Years (Now 6 years/5000 hours).
- 7,099 Hours, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 5,000 Hours.
- Year Model 2014.

Other Options Than Replacement

Council has nine (9) Tractors in total. However, the remaining eight (8) tractors are required in their current role and were identified as essential. Tractor 4007 was approved in 2023/24 Fleet Replacement Programme. Any internal shifting of currently owned Tractors to replace tractor 4007 would still require replacement, therefore is not a viable option.

Replacement Machine Requirements

The replacement for Tractor 4007 was requested to have the following specifications.

- Approx. 130hp
- 4x4
- Rear Wheel Weight Kit
- 4-1 Bucket
- Council standard options including, fire extinguisher, UHF radio, camera and alarm, battery isolator, tinted windows, heavy duty floor mats and seat covers.

Whole of Life Value for Money

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

- Purchase price;
- Residual value at 7 years/5,000 Hours;
- Servicing Costs;
- Ad Blue costs if applicable;
- Fuel consumption rates; and

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- 5% return on capital investment.

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

Vehicle Type and Supplier	Whole of Life Value for Money
	50%
RDO Equipment – John Deere 6R 130	4.86
Sengs Sales and Service – Massey Ferguson 7S145	5.00

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

	Dealer 1		Dealer 2	
	Sengs Sale and Service - Massey 7S145		RDO Equipment- John Deere 6R 130	
Purchase Price	\$	212,175.00	\$	225,600.00
Capital Cost of Purchase	\$	81,687.38	\$	86,856.00
Expected Life of Vehicle (Years)		7.0		7.0
Estimated Hours at Trade		5,000		5,000
Residual Value	\$	105,000.00	\$	112,000.00
Cost Over Life of Vehicle Bundle	\$	107,175.00	\$	113,600.00
Fuel Usage (L/Hr)		12.00		11.3
Total Fuel Cost	\$	110,400.00	\$	103,960.00
Service Costs for life of machine	\$	27,495.00	\$	31,592.00
Ad Blue Costs for life of machine	\$	-		
Trade Value Compared to Highest Offer				
Actual Trade Value Offered				
Total Cost of Vehicle Bundle	\$	326,757.38	\$	336,008.00
Total Cost of Vehicle Bundle per Annum	\$	46,679.63	\$	48,001.14
Total Cost of Each Vehicle per Annum	\$	46,679.63	\$	48,001.14

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Make	Massey Ferguson	John Deere
Model	7S 145	6R 130
Specifications Evaluated On		
kw power	145	130
SCORE	5.00	4.48
Torque Nm	700	609
SCORE	5.00	4.35
Fuel Tank Size Ltrs	305	225
SCORE	5.00	3.69
Bucket height dump clearance mm	3280	4125
SCORE	3.98	5.00
Operating Weight Kg	8000	6100
SCORE	5.00	3.81
Hydraulics L Min	110	114
SCORE L/MIN	4.82	5.00
Dimensions		
Length	5604mm	4540mm
Width	2500mm	2430mm
Wheel Base	2880mm	2580mm
SPECIFICATIONS TOTAL SCORE	4.80	4.39
Optional Requirements		
Reversible cooling fan	Yes	Yes
Air Suspension Seat	Yes	Yes
Joystick machine controls	Yes	Yes
Forward/reverse selector steering wheel	Yes	Yes
LED worklights in lieu of halogen	Yes	Yes
Delivery		
Delivery Time	4 weeks	8-10 months
Warranty		
Standard Warranty	2 years, 2000hrs	2 years, 2000hrs
Extended Warranty		
Total Warranty		
Total Warranty Score	5.00	5.00

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Specification Suitability

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

- Engine power & Torque
- Fuel tank capacity
- Hydraulic Performance
- Operating weight

In the evaluation, consideration was also given to the dimensions and requested options compliance.

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

Vehicle Type and Supplier	Specification Suitability
	30%
RDO Equipment – John Deere 6R 130	4.39
Sengs Sales and Service – Massey Ferguson 7S145	4.80

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

Warranty

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

Vehicle Type and Supplier	Warranty
	20%
RDO Equipment – John Deere 6R 130	5.00
Sengs Sales and Service – Massey Ferguson 7S145	5.00

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

Total Evaluation Scores

Vehicle Type and Supplier	Whole of Life Value for Money	Specification Suitability	Warranty	Total
	50%	30%	20%	100%
RDO Equipment – John Deere 6R 130	4.86	4.93	5.00	4.75
Sengs Sales and Service – Massey Ferguson 7S145	5.00	4.80	5.00	4.94

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

Conclusion Final Assessment

After evaluating all tractors offered for consideration, it was decided to further assess the two (2) tractors. Massey Ferguson 7S145 from Sengs Sales and Service, John Deere 6R130 from RDO Equipment. Council currently has three (3) Massey Ferguson Tractors.

Massey Ferguson 7S 145 (Sengs Sales and Service – Local Dealer)

- 145 Kw
- 700 Nm
- 305 L fuel capacity
- 12 L/ Hr fuel consumption
- 2 years / 2,000 hours warranty terms
- 110 L/min hydraulic flow
- 4-1 Bucket
- Rear Wheel weights
- 3280mm max dump height
- Does not require ad-blue
- Does not have a DPF (Diesel Particulate Filter).
- Purchase price is \$52,175 over allocated budget of \$160,000.00 as set out in the 2023/24 Plant Replacement Programme

John Deere 6R130 (RDO Equipment)

- 130 Kw
- 609 Nm
- 225 L fuel capacity
- 11.3 L / Hr Fuel consumption
- 2 years / 2,000 hours warranty terms
- 114 L/min hydraulic flow
- 4-1 Bucket
- Rear Wheel weights
- 4125mm max dump height
- Does not require Ad-blue
- Does have a DPF (Diesel Particulate Filter)
- Purchase price is \$65,600 over allocated budget of \$160,000.00 as set out in the 2023/24 Plant Replacement Programme

The assessment team agree that the **Massey Ferguson 7S 145 is to be recommended for purchase** as it has the highest Whole of life, specification scores, warranty score and total evaluation score of 4.94. Sengs Sale and Service are a Local supplier and have a minimal delivery time, four (4) weeks from ordering. The Massey Ferguson meets all requested specifications and is the best value to Council.

The operators prefer the Massey Ferguson 7S 145 from Sengs Sales and Service as it has the most power, largest fuel capacity and a heavier operating weight. This provides machine stability that is required when operating the Heavy Duty Flail mower that is used for clearing heavy built up scrub and hard to reach areas that cannot be accessed by standard roadside slashers.

11.8 QUOTE SBRCQ 2023/24-15 - REPLACE GRADER 1509

File Number: 19/06/2024
Author: Coordinator Plant & Fleet
Authoriser: Chief Executive Officer

PRECIS

Purchase of Grader to replace Plant 1509 - SBRCQ 2023/24-15.

SUMMARY

Quote SBRCQ 2023/24-15 is to purchase a Grader to replace Plant 1509.

OFFICER'S RECOMMENDATION

Council has been provided with two (2) recommendations for consideration to replace one (1) existing Grader Plant 1509 with supporting information and documents attached.

That Council purchase from Komatsu, one (1) Komatsu GD 655-7 for \$599,788 excluding GST. The expected delivery date is approximately 5-6 months, this can change depending on units available at the time of order.

Or

That Council purchase from RDO Equipment, one (1) John Deere JD 670GP for \$724,909 excluding GST. The expected delivery date is approximately 6 weeks, noting this can change depending on units available at the time of order.

FINANCIAL AND RESOURCE IMPLICATIONS

The cost for the purchase of the Komatsu Grader is \$69,788 over the allocated budget.

The cost for the purchase of the John Deere Grader is \$194,909 over the allocated budget.

Note: Council are currently hiring a John Deere 670GP with Trimble 2D/3D GPS Ready at \$4,200 + GST per week, considering that if the John Deere 670GP is purchased and delivered within 6 weeks of ordering the hired Grader would not be required for the remainder of the job saving approximately \$117,000 in external plant hire where, as the other graders would not arrive until approximately October which is the estimated completion of the Maidenwell Bunya Mountain job. With the hire machine costs considered, it increases the total expenditure of the Komatsu Grader to \$716,788 which is \$8,121 less than the John Deere

LINK TO CORPORATE/OPERATIONAL PLAN

OPFC-26 – Effectively manage and maintain councils Plant and Fleet (Operational and Capital) including fully expended capital budget.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council's Supervisors and Operators from Infrastructure (Works) and Plant and Fleet evaluated the tenders.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil. Vehicle will be checked at delivery and invoice processed for payment. Warranties apply.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

In accordance with the Procurement Policy.

ASSET MANAGEMENT IMPLICATIONS

Lower maintenance and downtime as Council replaces its aging plant.

REPORT

Quote SBRCQ 2023/24-15 is to purchase a new motor grader to replace a John Deere 770 G (Plant No. 1509).

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

Trade in offers were not requested from suppliers due to lengthy estimated delivery times as the grader will have a significant increase in hours when it is disposed. Grader 1509 will be sent to auction.

No Local dealers for this request.

Written quotes were received from Hastings Deering, Komatsu Australia, and RDO Equipment.

Council has seven (7) Graders in total. However, the remaining six (6) graders are required in their current role and were identified as essential. Grader 1509 was approved in 2023/24 Fleet Replacement Programme. Any internal shifting of currently owned graders to replace grader 1509 would still require replacement, therefore is not a viable option.

After evaluating all graders offered for consideration, it was decided to further assess the Komatsu and John Deere Graders. A working field assessment was carried out at the Maidenwell-Bunya Mountains Road jobsite.

RECOMMENDATION 1.

That Council purchase from Komatsu, **one (1) Komatsu GD 655-7 for \$599,788 excluding GST**. The expected delivery date is approximately 5-6 months, this can change depending on units available at the time of order.

Komatsu had the lowest purchase price, Best Whole of Life Costs, highest warranty score and the highest total evaluation score of 4.79. Council has four (4) Komatsu Graders currently in the fleet.

RECOMMENDATION 2.

That Council purchase from RDO Equipment, **one (1) John Deere JD 670GP for \$724,909 excluding GST**. The expected delivery date is approximately 6 weeks, this can change depending on units available at the time of order.

The **John Deere JD 670GP** from RDO Equipment is second in the overall scoring and scored highest in Warranty with the Komatsu. Council has three (3) John Deere Graders currently in the fleet.

In the trial of the two graders at Maidenwell-Bunya Mountains worksite the John Deere grader was noted to have the following advantages therefore is recommended to Council as an alternative option.

- The Cab shape of the John Deere provides better visibility of the tandems and room for more equipment storage.
- The Joysticks are more ergonomically positioned for ease of use and comfort.
- The John Deere has a transmission that can be recalibrated ensuring smooth gear changes throughout the life of the machine which provides consistency in travel speed and accuracy between shifts.
- The Torque rise rate of 40% allows the John Deere to hold a gear longer as the machine can produce more of its gross torque between idle and max torque while limiting engine stall and maintaining appropriate ground speed.
- The Hydraulic speed of the John Deere is variable and increases when engine speed rises, this gives the operator greater control of the blade and rippers as they can position them in small increments or move them out of the way quickly with increasing engine speed.

- The mounting of the circle for the John Deere provides a greater material spread when pulling batter and drops the material outside of the rear wheel track unlike other machines. This feature allows the operator to see the material and where it is laid out while limiting damage to underneath the grader if there are sticks and branches protruding out of the material.
- The John Deere has enough hydraulic power that circle adjustments can be made when under full load without the need to reverse out of the material and readjust the circle accordingly.
- The John Deere has a 'Premium circle' option that reduces the need for ongoing maintenance to the circle and reduces play. The premium circle consists of a ball race instead of bushings and spacers which require regular maintenance especially with final trim grader operations. A Grader circle adjustment costs \$5,000 on average every two (2) years which totals an estimated cost of \$20,000 if the Grader is replaced at benchmark standard of 9 years which offsets the Premium Circle cost and reduces downtime.
- The John Deere has great accessibility to servicing components.

The following quotes were received:

All prices exclude GST

SBRCQ 2023/24-15

Rank	Tenderer	Make/Model	Price
1.	Komatsu Australia	GD 655-7	\$599,788.00
2.	RDO Equipment	JD 670GP	\$724,909.00
3.	Hastings Deering	Cat 150	\$733,260.93

ATTACHMENTS

1. **SBRCQ 2324-15 - Report Replacement of Motor Grader 1509** [↓](#) 



Post Market Recommendation Report \$200K+

Project Title: Replacement of Motor Grader 1509

Contract Reference No: SBRCQ 2023/24-15

Author: Brandon Orchard

Position Title: Plant and Fleet Coordinator

Date: 20/05/2024

Assessment Team

Johan Erkens – Grader Operator

Phil Dugdell – Supervisor Works

Mark Greenaway – Supervisor Works

Colin Miller – Coordinator Works

Aaron Kerr – Principal Project Manager

Darren Cunningham – Program Coordinator Construction

David Eberhard – Works Contractor

Damien Hankinson – Workshop Supervisor

Brandon Orchard - Plant & Fleet Coordinator

Karrie Ashby – Fleet Scheduler

Jorja Webber – Fleet Support Officer

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Executive Summary

Quote SBRCQ 2023/24-15 is to purchase a new motor grader to replace a John Deere 770 G (Plant No. 1509).

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

Trade in offers were not requested from suppliers due to lengthy estimated delivery times as the grader will have a significant increase in hours when it is disposed. Grader 1509 will be sent to auction.

No Local dealers for this request.

Timeline

Release Date: 12/03/2024

Closed Date: 02/04/2024

Offers were received from the following suppliers:	
1.	Hastings Deering – Cat 150
2.	Komatsu – GD655-7
3.	RDO Equipment – 670GP

Exceptions

Was an Exception applied to this Procurement process? YES NO
(Failure to meet Council Policy) Procurement Exception Form MUST accompany this Report

Evaluation Methodology

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

Evaluation Results

Rank	Result: (% or Score)	Tenderer	Make/Model	Price
1.	4.79	Komatsu Australia	GD 655-7	\$599,788.00
2.	4.69	RDO Equipment	JD 670GP	\$724,909.00
3.	4.55	Hastings Deering	Cat 150	\$733,260.93

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

Procurement Plan

Motor Grader 1509 Recommended to Replace

Grader 1509 is in a construction and heavy maintenance crew in the Kingaroy area. Information relating to the existing grader is as follows:

Financial Year	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Expenses	\$45,771.13	\$48,317.86	\$62,922.61	\$43,337.61	\$76,306.74	\$49,428.23

Financial Details

- Expenses over the life of the grader \$477,562.47
- Purchased March 2013 for \$370,125.00
- Replacement Value \$600,000.00
- Residual Value \$70,000.00
- Accumulated Depreciation \$300,125.00
- Written Down Value \$70,000

Utilisation and Age Details

- Utilisation of the Grader over its life is 80% when comparing to average utilisation of 1000 hours annually according to the Institute of Public Works Engineering Australasia (IPWEA) industry benchmark.
- 11 years old, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 10 Years (now 9 years).
- 8,952 Hours, Institute of Public Works Engineering Australasia (IPWEA) optimum replacement benchmark is 8,000 Hours
- Year Model 2012.

Other Options Than Replacement

Council has seven (7) Graders in total. However, the remaining six (6) graders are required in their current role and were identified as essential. Grader 1509 was approved in 2023/24 Fleet Replacement Programme. Any internal shifting of currently owned graders to replace grader 1509 would still require replacement, therefore is not a viable option.

Replacement Machine Requirements

The replacement for Grader 1509 was requested to have the following specifications.

- Approx. 175kW
- Rippers fitted with three (3) swivel tynes and (9) scarifier teeth
- Steering Wheel for travelling and joystick/fingertip controls for operation
- Reversible radiator fan to easily clean out dust and dirt particles from the radiators and coolers resulting in less manual radiator cleans reducing maintenance and service times, while increasing operating times.
- Council standard options including, fire extinguisher, UHF radio, reverse sensors, camera and alarm, battery isolator, toolbox, tinted windows, heavy duty floor mats and seat covers
- Additional wear plate on Grader Moldboard
- Trimble 2D & 3D GPS Grade control system

Trimble 3D GPS Grade Control System

Infrastructure requested that the replacement grader have this system installed as it is compatible with Councils Trimble Total Station survey equipment. To purchase and fit this equipment to Councils new machine is approximately \$125,000 which has increased the total purchase price above original allocated budget.

Council has recently invested in innovation with the purchase of a Trimble GPS Base Station and Rover Grade Control system. This system also provides the ability for a grader control system which interacts with the base station and displays a digital job site design on a monitor with required measurements including elevation, gradients and the machines position within the tolerances of the design specification. Information displayed provides operator with current and accurate data of the site without the need for re-surveying the site which can cost SBRC around \$3500-\$4000.00 day. The system can automatically control the grader when completing final trim works to ensure the finished product meets required specifications.

Grade Control Systems increase the efficiency of the machine by reducing amount of time to complete works. As seen at Councils Construction site where a Trimble Grade Control System equipped machine is completing works >25% quicker than a standard machine without a Grade Control System and allows up to 4 staff to perform other activities in the construction works. Grader Control Systems will need to be fitted to machines that undertake frequent heavy construction jobs in SBRC Capital Works and TMR controlled roads which Council are currently constructing and endeavouring to secure more in the future.

Whole of Life Value for Money

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

- Purchase price;
- Residual value at 10 years/8,000 Hours;
- Servicing Costs;
- Ad Blue costs if applicable;
- Fuel consumption rates; and
- 5% return on capital investment.

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

Vehicle Type and Supplier	Whole of Life Value for Money
	50%
Hastings Deering – Cat 150	4.06
Komatsu – GD655-7	5.00
RDO Equipment – 670 GP	4.22

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

	Vehicle Type and Supplier		
	Dealer 1	Dealer 2	Dealer 3
	Cat 150 - Hastings Deering	Komatsu GD655-7 - Komatsu	JD 670GP - RDO Equipment
Purchase Price	\$ 733,260.93	\$ 599,788.00	\$ 724,909.00
Capital Cost of Purchase	\$ 366,630.47	\$ 299,894.00	\$ 362,454.50
Expected Life of Vehicle (Years)	10.0	10.0	10.0
Estimated Hours at Trade	8,000	8,000	8,000
Residual Value	\$ 333,117.98	\$ 236,750.00	\$ 250,000.00
Cost Over Life of Vehicle Bundle	\$ 400,142.95	\$ 363,038.00	\$ 474,909.00
Fuel Usage (L/HR)	16.0	13.2	12.1
AD Blue Usage (L/HR)	NA	0.3	NA
Total Fuel Cost	\$ 235,520.00	\$ 193,568.00	\$ 178,112.00
Cost of Servicing over life of Vehicle	\$ 66,494.40	\$ 39,461.71	\$ 24,239.85
Cost of Ad-Blue over life of Vehicle	NA	\$ 3,762.00	NA
Trade Value Compared to Highest Offer			
Actual Trade Value Offered			
Total Cost of Vehicle Bundle	\$ 1,068,787.81	\$ 899,723.71	\$ 1,039,715.35
Total Cost of Vehicle Bundle per Annum	\$ 106,878.78	\$ 89,972.37	\$ 103,971.54
Total Cost of Each Vehicle per Annum	\$ 106,878.78	\$ 89,972.37	\$ 103,971.54

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Dealers:	Hastings Deering	Komatsu	RDO Equipment
Make	Cat	Komatsu	John Deere
Model	150	GD655-7	670GP
Engine	Cat C7	Komatsu SAA6D107E-3	
Specifications Evaluated On			
kw power 4th gear	155	151	153
SCORE	5.00	4.87	4.94
Torque Nm	1153	941.0	1196
SCORE	4.85	3.93	5.00
Torque Rise Rate %	39	30	40
SCORE	4.88	3.75	5.00
Fuel Tank Size Ltrs	416	390	416.5
SCORE	4.99	4.68	5.00
Hydraulics BAR (pressure) kpa	24150	20600	18961
Hydraulics L Min	210	200	212
SCORE BAR	5.00	4.27	3.93
SCORE L/MIN	4.95	4.72	5.00
AdBlue (Y/N)	N	Y	N
Required features			
Telematics	Vision Link	Komtrax	JD Link
steering wheel for travelling	NO	yes	Yes
Trimble system	Yes	Yes	Yes
Blade impact absorption	Yes	Standard	Yes
lower front intermittent wiper & washer	Yes	N/A	Standard
Reversible Radiator Fan	Yes	Yes	Yes
SCORE	4.29	4.29	5.00
Dimensions			
Length mm	10136mm	10875mm	10590mm
Width mm	2594mm	2680mm	2640mm
Height mm	3378mm	3200mm	3180mm
Operating Weight	18,991kg	20,100kg approx	19,300kg
SPECIFICATIONS TOTAL SCORE	4.85	4.36	4.84
Optional Requirements			
Premium circle			Yes - \$20,000
Delivery			
Delivery Time	Oct-24	20-24weeks	June 2024 (4 available units at time of tender)
Warranty			
Standard Warranty	12 months / unlimited hours	60 months / 6000Hrs	60 months / 5000Hrs
Extended Warranty	6 years / 72mths or 5500Hrs		
Comments	12 Month Comprehensive. Then cover limited to Powertrain, Tech & Hydraulics	Full Comprehensive	Full Comprehensive
Total Warranty Score	4.75	5.00	5.00

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Specification Suitability

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

- Engine power & Torque
- Fuel tank capacity
- Hydraulic Performance
- Operating weight

In the evaluation, consideration was also given to the dimensions, reverse cooling fan, steering wheel and requested options compliance.

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

Vehicle Type and Supplier	Specification Suitability
	30%
Hastings Deering – Cat 150	4.85
Komatsu – GD655-7	4.36
RDO Equipment – 670 GP	4.84

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

Warranty

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

Vehicle Type and Supplier	Warranty
	20%
Hastings Deering – Cat 150	4.75
Komatsu – GD655-7	5.00
RDO Equipment – 670 GP	5.00

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

Total Evaluation Scores

Vehicle Type and Supplier	Whole of Life Value for Money	Specification Suitability	Warranty	Total
	50%	30%	20%	100%
Hastings Deering – Cat 150	4.06	4.85	4.75	4.55
Komatsu – GD655-7	5.00	4.36	5.00	4.79
RDO Equipment – 670 GP	4.22	4.84	5.00	4.69

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

Conclusion Final Assessment

After evaluating all graders offered for consideration, it was decided to further assess the Komatsu and John Deere Graders. A working field assessment was carried out at the Maidenwell-Bunya Mountains Road jobsite.

Komatsu - GD655-7 – From Komatsu Australia

- 165 Kw 8th Gear
- 151 Kw 4th Gear
- 941 Nm
- 30% Torque Rise Rate (Rate at which torque increases from idle to Maximum)
- 390 L fuel capacity
- 13.2 L/ Hr fuel consumption
- Reversible radiator fan
- 5 years / 6,000 hours warranty terms
- 200 L/min hydraulic flow
- Does require ad-blue (\$3,762.00 in Ad-blue costs included in Whole of life value for money evaluation)
- Does have a DPF (Diesel Particulate Filter). Komatsu include complimentary DPF replacement at 4,500 hours if required. Valued at \$11,500
- Purchase price is \$69,788 above allocated budget of \$530,000.00 as set out in the 2023/24 Plant Replacement Programme

John Deere – JD 670GP – RDO Equipment

- 172 Kw 8th Gear
- 153 Kw 4th Gear
- 1196 Nm
- 40% Torque Rise rate (Rate at which torque increases from idle to Maximum)
- 416.5 L fuel capacity
- 12.1 L / Hr Fuel consumption
- Reversible radiator fan
- 5 years / 5,000 hours warranty terms
- 212 L/min hydraulic flow
- Does not require Ad-blue
- Does not have a DPF (Diesel Particulate Filter)
- Purchase price is \$194,909 over allocated budget of \$530,000.00 as set out in the 2023/24 Plant Replacement Programme

Recommendation

Recommendation 1:

That Council purchase from Komatsu, **one (1) Komatsu GD 655-7 for \$599,788 excluding GST.** The expected delivery date is approximately 5-6 months, this can change depending on units available at the time of order.

Komatsu had the lowest purchase price, Best Whole of Life Costs, highest warranty score and the highest total evaluation score of 4.79. Council has four (4) Komatsu Graders currently in the fleet.

RECOMMENDED TENDERER	TENDERED PRICE (excl. GST)
Komatsu Australia	\$599,788

Recommendation 2:

That Council purchase from RDO Equipment, **one (1) John Deere JD 670GP for \$724,909 excluding GST**. The expected delivery date is approximately 6 weeks, this can change depending on units available at the time of order.

The **John Deere JD 670GP** from RDO Equipment is second in the overall scoring and scored highest in Warranty with the Komatsu. Council has three (3) John Deere Graders currently in the fleet.

In the trial of the two graders at Maidenwell-Bunya Mountains worksite the John Deere grader was noted to have the following advantages therefore is recommended to Council as an alternative option.

- The Cab shape of the John Deere provides better visibility of the tandems and room for more equipment storage.
- The Joysticks are more ergonomically positioned for ease of use and comfort.
- The John Deere has a transmission that can be recalibrated ensuring smooth gear changes throughout the life of the machine which provides consistency in travel speed and accuracy between shifts.
- The Torque rise rate of 40% allows the John Deere to hold a gear longer as the machine can produce a higher percentage of its gross torque between idle and max torque while limiting engine stall and maintaining appropriate ground speed.
- The Hydraulic speed of the John Deere is variable and increases when engine speed rises, this gives the operator greater control of the blade and rippers as they can position them in small increments or move them out of the way quickly with increasing engine speed.
- The mounting of the circle for the John Deere provides a greater material spread when pulling batter and drops the material outside of the rear wheel track. This feature allows the operator to see the material and where it is laid out while limiting damage to underneath the grader if there are sticks and branches protruding out of the material.
- The John Deere has enough hydraulic power that circle adjustments can be made when under full load without the need to reverse out of the material and readjust the circle accordingly.
- The John Deere has a 'Premium circle' option that reduces the need for ongoing maintenance to the circle and reduces play. The premium circle consists of a ball race instead of bushings and spacers which require regular maintenance especially with final trim grader operations. A Grader circle adjustment costs \$5,000 on average every two (2) years which totals an estimated cost of \$20,000 if the Grader is replaced at benchmark standard of 9 years which offsets the Premium Circle cost and reduces downtime.
- The John Deere has great accessibility to servicing components.

Council is currently hiring a John Deere 670GP with Trimble 2D/3D GPS Ready at \$4,200 + GST per week for the Maidenwell-Bunya Mountains worksite. Considering that if the John Deere 670GP is purchased and delivered within 6 weeks of ordering the hired Grader would not be required for the remainder of the job saving approximately \$117,000 in external plant hire where, as the other graders would not arrive until approximately October which is the estimated completion of the Maidenwell-Bunya Mountain job. With the hire machine costs considered, it increases the total expenditure of the Komatsu Grader to \$716,788 which is \$8,121 less than the John Deere.

RECOMMENDED TENDERER	TENDERED PRICE (excl. GST)
RDO Equipment	\$724,909

Recommendation One (1) -

Recommendation Two (2) -

Authorised Officer

Delegation Approval: _____ Signature: _____ Date: _____

Manager Approval: <\$100K _____ Signature: _____ Date: _____

GM Approval: \$100K <\$200K _____ Signature: _____ Date: _____

CEO Approval: >\$200K _____ Signature: _____ Date: _____

Council Approval: YES NO Date: _____

11.9 CONTRACTUAL ARRANGEMENTS ENTERED IN TO OVER \$200,000 (EX GST)**File Number:** 19.06.2024**Author:** Procurement Officer**Authoriser:** Chief Executive Officer**PRECIS**

Contractual arrangements entered in to over \$200,000 (ex Gst)

SUMMARY

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

OFFICER'S RECOMMENDATION

That this report be received for information.

FINANCIAL AND RESOURCE IMPLICATIONS

Contracts entered into have various financial implications dependent on what was adopted in the budget for the project or service compared to what quote/contract value was agreed upon. These adjustments are usually accounted for during a quarterly budget review where required. Staff and project managers have a role to play in ensuring that Council receives value for money and that contractors are held to the conditions of the contract.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Procurement process is followed and consultation is with internal (procurement, department doing the evaluation, CEO and general managers) and external (contractors and suppliers)

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Various sections under the *Local Government Regulation 2012* and *Local Government Act 2009* which relates to how Council must conduct itself with regards to large value contracts and procurement of goods.

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

Procurement Policy and powers delegated to the CEO.

ASSET MANAGEMENT IMPLICATIONS

Asset implications arise from any contracts entered into to where the work completed is on Council's assets. Work completed must be monitored to ensure that contractors/suppliers are performing high quality work in line with Council's expectations under the relevant contract.

REPORT

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

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

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

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

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

ATTACHMENTS

1. **Contractual Arrangements Entered Into In 2023-2024 Over \$200k (excl GST)** [↓](#) 

Contracts Over \$200,000



Pursuant to Local Government Regulation 2012, Ch6, Pt4, S237:

- (1) A local government must, as soon as practicable after entering into a contractual arrangement worth \$200,000 or more (exclusive of GST)—
 - (a) publish the relevant details of the contractual arrangement on the local government’s website; and
 - (b) display the relevant details of the contractual arrangement in a conspicuous place in the local government’s public office.
- (2) The relevant details must be published or displayed under subsection (1) for a period of at least 12 months.
- (3) In this section—
 - relevant details**, of a contractual arrangement, means the following—
 - (a) the person with whom the local government has entered into the contractual arrangement;
 - (b) the value of the contractual arrangement;
 - (c) the purpose of the contractual arrangement.

Commencement	Entity	Value (ex. GST)	Purpose of Contract
06-July-2023	Technology One	\$795,731.35	Council Financial Accounting System SaaS Fee
06-July-2023	Restore All Qld	\$566,134.15	SBRCQ 2122_26 Cleaning Contract for FY 23/24
21-July-2023	Sanders Bobcat & Mini Excavator Hire	\$320,000.00	SBRC 2223_14 Bjelke Peterson Dam Management Fee FY 23/24
01-August-2023	RSPCA QLD INC	\$354,940.00	Animal Housing Facility Agreement
03-August-2023	Ergon Energy Corporation	\$375,054.54	Walter Road Upgrade Electricity Supply
04-August-2023	Yesberg Earthmoving	\$1,196,067.27	SBRCQ 2223_59 DRFA REPA Zone 10 Unsealed
16-August-2023	Datacom Systems	\$296,489.54	Microsoft Licences
01-September-2023	Yesberg Earthmoving	\$3,256,021.46	SBRCQ 2324_01 DRFA REPA Zone 10, 11 & Priority Seal Works
25-September-2023	BG&E Pty Ltd	\$234,890	SBRCQ 2324_06 Gordonbrook 150ML Off stream Storage Detailed Design
25-October-2023	RPQ Spray Seal	\$1,204,704.35	Bitumen Reseal Various Roads SBRC 2223_04 Preferred Supplier
26-October-2023	Yesberg Earthmoving	\$363,309.66	SBRCQ 2223_87 DRFA REPA Drainage 1
20-November-2023	RPQ Spray Seal	\$675,810	Reseal Kingaroy to Murgon Rail Trail SBRC 2223_04 Preferred Supplier
27-November-2023	Yesberg Earthmoving	\$2,071,542.45	SBRCQ 2324_43 DRFA REPA Zone 7 Unsealed
06-December-2023	SB Waste Management	\$267,500	Supervision & Maintenance Nanango Waste Facility
12-December-2023	AKR Builders Pty Ltd	\$508,909.09	SBRC 2324_04 Murgon PCYC Toilet Renovation
13-December-2023	ATC Consulting Engineers & Project Managers	\$239,260	SBRCQ 2223_136 Temporary Works Engineer



Contracts Over \$200,000

Commencement	Entity	Value (ex. GST)	Purpose of Contract
20-December-2023	Daimler Trucks Sunshine Coast	\$798,133.36	SBRCQ 2324_18 Replace Water Trucks (3)
22-December-2023	Yesberg Earthmoving	\$1,424,968.22	SBRCQ 2324_49 DRFA REPA Zone 6 Unsealed
15-January-2024	South Burnett Security & Traffic Control	\$510,000	SBRC 2223_06 Traffic Control Maidenwell Bunya Mountains Rd Preferred Supplier
15-January-2024	Restore All Qld	\$202,207.09	SBRC 1819_10 Kingaroy Cleaning Contract (for 2024 period)
17-January-2024	Harman Concreting Pty Ltd	\$234,900	SBRCQ 2324_76 Wondai Roundabout and CBD Streetscape Project
17-January-2024	Conpak QLD Pty Ltd	\$228,000	SBRCQ 2324_75 Wondai Roundabout and CBD Streetscape Project
25-January-2024	Pensar Structures Pty Ltd	\$1,901,908.57	SBRC 2324_09 Mt Wooroolin Potable Water Reservoir Duplication
29-January-2024	Karreman Quarries Pty Ltd	\$909,663.30	Felix 90543 MBM Gravel Supply
30-January-2024	Yesberg Earthmoving	\$2,504,743.54	SBRCQ 2324_51 DRFA REPA Zone 12 Unsealed
31-January-2024	Yesberg Earthmoving	\$488,582.59	SBRCQ 2324_50 DRFA REPA Zone 6 and 7 Sealed
02-February-2024	RDO Equipment Pty Ltd	\$427,000	SBRCQ 2324_14 170HP Wheel Loader
14-February-2024	NC Webber Building Services	\$517,138.11	SBRC 2324_08 Design and Construction for Wondai WF Weighbridge
14-February-2024	NC Webber Building Services	\$455,295.95	SBRC 2324_07 Design and Construction of Nanango WF Weighbridge
28-February-2024	Downs Roadside Engineering Pty Ltd	\$391,594	SBRCQ 2324_63 Design of Floodway Betterment Projects
02-April-2024	Yesberg Earthmoving	\$201,606	SBRCQ 2324_11 V2 First Ave Rehabilitation
16-May-2024	Brown Contractors	\$1,283,673.38	SBRCQ 2324_89 Tingoora Chelmsford Remediation Phase 1
24-May-2024	Fulton Hogan Industries Pty Ltd	\$710,645.03	SBRCQ 2324_107, 116, 118 Asphalt Treatment Works
30-May-2024	RPQ Spray Seal Pty Ltd	\$333,088.70	SBRCQ 2223_04 MBM Cold Weather Seal



Contracts Over \$200,000

Pursuant to Local Government Regulation 2012, Ch6, Pt4, S237:

- (1) A local government must, as soon as practicable after entering into a contractual arrangement worth \$200,000 or more (exclusive of GST)—
 - (a) publish the relevant details of the contractual arrangement on the local government’s website; and
 - (b) display the relevant details of the contractual arrangement in a conspicuous place in the local government’s public office.
- (2) The relevant details must be published or displayed under subsection (1) for a period of at least 12 months.
- (3) In this section—
 - relevant details**, of a contractual arrangement, means the following—
 - (a) the person with whom the local government has entered into the contractual arrangement;
 - (b) the value of the contractual arrangement;
 - (c) the purpose of the contractual arrangement.

Commencement	Entity	Value (ex. GST)	Purpose of Contract
31-May-2024	Fraser Coast Regional Council	\$883,021.60	WBBUWA Manhole Refurbishment Program 2023/24 to 2024/25
04-May-2024	Stabilised Pavements of Australia Pty Ltd	\$264,842.06	SBRCQ 2324_120 Transmitter Rd Rehabilitation

12 INFRASTRUCTURE

12.1 2024 - 27 WORKS FOR QUEENSLAND (W4Q) PROGRAM

File Number: 19.06.2024
Author: General Manager Infrastructure
Authoriser: Chief Executive Officer

PRECIS

2024-27 Works for Queensland (W4Q) Program.

SUMMARY

South Burnett Regional Council has been allocated a total of \$8,440,000 over 3 financial years under the 2024-27 W4Q program.

Council is required to provide a list of nominated projects for assessment and endorsement to the to the Department of State Development, Infrastructure, Local Government and Planning, with the announcement expected in December 2024.

OFFICER’S RECOMMENDATION

That Council endorse the submission of a list of nominated projects under the 2024-27 Works for Queensland Program for assessment by the Department of State Development, Infrastructure, Local Government and Planning under the following categories:

Row Labels	Sum of Value
<i>Liveability Infrastructure Community Facilities</i>	\$ 1,100,000
<i>Liveability Infrastructure Parks</i>	\$ 1,555,303
<i>Organisational Excellence</i>	\$ 420,000
<i>Transport Infrastructure Drainage</i>	\$ 1,012,214
<i>Transport Infrastructure Kerb & Medians</i>	\$ 1,517,169
<i>Transport Infrastructure Roads</i>	\$ 2,045,314
<i>WWW Infrastructure</i>	\$ 790,000
Grand Total	\$ 8,440,000

FINANCIAL AND RESOURCE IMPLICATIONS

\$8,440,000 has been approved for South Burnett Regional Council under this current round of Works for Queensland (W4Q), with all projects to be completed by 30 June 2027. Whilst most projects will be capital projects, operational maintenance works are eligible for funding if projects align with the W4Q guidelines. Additional funding may be required to complete project given the level of project risk and noting the projects have minimal design, additional funding requirements would have to be considered with Council’s capital program.

LINK TO CORPORATE/OPERATIONAL PLAN

South Burnett Regional Council Corporate Plan 2021-26

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

EC2 Develop and implement CBD Renewal and Revitalisation Programmes for areas of our townships including service standards for maintenance and cleaning programmes.

EC5 Continue to support, renew and maintain pools, libraries, halls and Customer Service Centres across our region at agreed service levels.

IN7 Develop a secure and reliable urban and rural water supply system through increased allocations, upgraded and renewed infrastructure and pricing models.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Several workshops have been held with Council, to collate potential projects. Total projects far outweigh the approved allocation however a draft program was developed, and Council provided a list of overarching projects to the Department of State Development, Infrastructure, Local Government and Planning at the commencement of the program as required. These overarching projects were subsequently approved.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Not Applicable

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Not applicable

ASSET MANAGEMENT IMPLICATIONS

There will be a mix of capital renewals, upgrades and new asset projects included within the W4Q program. New and upgraded assets will be included with Council's asset register requiring a commitment from Council to depreciate and maintain these assets. There will also be several projects that involve the renewal of existing Council assets where renewal and maintenance works are completed.

REPORT

The aim of the 2024-27 W4Q is to support Council's to deliver local infrastructure and maintenance, planning and capability development projects which:

- Support essential services, contribute to community economic development, and improve Council sustainability.
- Create and/or support jobs to deliver liveable communities where Queensland want to work, live and play.

South Burnett Regional Council has been allocated \$8,440,000 under the 2024-2027 W4Q program.

Council is required to submit a list of overarching projects to the Department of State Development, Infrastructure, Local Government and Planning which subsequently have to be approved.

This W4Q round covers three (3) financial years, however Council may decide the allocation of projects across the three financial years with Council having until 30 June 2027 to deliver the approved projects.

A list of potential projects was drafted and workshopped with Council, with the table of projects in Attachment 2 shortlisted for submission. The last item in this attachment detailed as 'Road Reseals and Upgrades' is subject to further assessment and project allocation between the Mayor and General Manager Infrastructure, and will be utilised to complement other projects across the region.

These projects have also been summarised into categories (Table 1) and will form the basis of submission to the Department of State Development, Infrastructure, Local Government and Planning.

ATTACHMENTS

1. **Proposed Works for Queensland Projects 2024-27** [↓](#) 
2. **20240- 27 W4Q - Program Guidelines** [↓](#) 

Capital Works & Works for QLD

Project	Division	Type	2024/25	2025/26	2026/27
Burnett St (Alan Downie Fields)	Div 1	Transport Infrastructure Roads		\$ 204,474	
Nanango CBD Footpath (Fitzroy - Palace Ln)	Div 1	Transport Infrastructure Kerb & Medians	\$ 228,400		
Brisbane St (Hospital Tce - Gully)	Div 1	Transport Infrastructure Drainage			\$ 136,500
Ringsfield House - shade sail	Div 1	Livability Infrastructure Community Facilities	\$ 50,000		
Reg McCallum Park	Div 1	Livability Infrastructure Parks			\$ 500,000
Little Drayton St	Div 1	Transport Infrastructure Roads	\$ 20,000		
Nanango Brooklands Rd (Oliver - Cairns)	Div 1	Transport Infrastructure Kerb & Medians	\$ 26,340		
Pioneer Park (Mill Flat - Drayton)	Div 1	Livability Infrastructure Parks	\$ 20,000		
Pioneer Park	Div 1	Livability Infrastructure Parks	\$ 20,000		
Morris Street (Miller - Unnamed)	Div 2	Transport Infrastructure Roads	\$ 50,000	\$ 829,125	
Bunya Avenue (Existing - Dandabah Carpark)	Div 2	Transport Infrastructure Kerb & Medians	\$ 70,000		
Blackbutt Skate Park & Benarkin footpath	Div 2	Livability Infrastructure Parks			\$ 256,589
Youngman St (Albert - Emergency Access)	Div 3	Transport Infrastructure Kerb & Medians	\$ 217,452		
Markwell St (Parkside-Barwick)	Div 3	Transport Infrastructure Kerb & Medians			\$ 101,500
Alford St (Mant - First) & Drainage	Div 3	Transport Infrastructure Drainage	\$ 50,000	150,000	
Alice St (Rosedale-William)	Div 3	Transport Infrastructure Kerb & Medians	\$ 241,763		
Public Art	Div 3	Livability Infrastructure Community Facilities		\$ 40,000	
South Burnett Rail Trail Public art plan	Div 3	Livability Infrastructure Community Facilities	\$ 10,000		
Trunk WWW Upgrade (TP - First Ave)	Div 3	WWW Infrastructure	\$ 50,000	\$ 345,000	
Coral St (Park to Orana)	Div 4	Transport Infrastructure Kerb & Medians			\$ 132,000
Adermann Park	Div 4	Livability Infrastructure Parks	\$ 100,000		
Trunk WWW Upgrade (TP - First Ave)	Div 4	WWW Infrastructure	\$ 50,000	\$ 345,000	
Carroll Nature Reserve	Div 4	Livability Infrastructure Parks	\$ 10,000		
Moonya Street (Carinya - Fitzroy)	Div 4	Transport Infrastructure Kerb & Medians	\$ 200,000		
Memerambi Playground	Div 4	Livability Infrastructure Parks		\$ 100,000	
Radunz Road	Div 4	Transport Infrastructure Roads		\$ 96,000	
Kingaroy Medians	Div 4	Transport Infrastructure Kerb & Medians	\$ 77,714		
Hillview Detention Basin Security Cameras	Div 4	Livability Infrastructure Parks	\$ 10,000		
Community Facility Planning - South Burnett	Div 4	Livability Infrastructure Community Facilities		\$ 50,000	
Carew Park	Div 4	Livability Infrastructure Parks			\$ 35,000
Watt St (Lamb-Stephen)	Div 5	Transport Infrastructure Kerb & Medians			\$ 119,000
Lamb St footpath (Douglas St South-Murgon Creek)	Div 5	Transport Infrastructure Kerb & Medians	\$ 103,000		
Proston Hall	Div 5	Livability Infrastructure Parks	\$ 20,000		
10 x Concrete slabs at Boondooma	Div 5	Livability Infrastructure Community Facilities	\$ 100,000		
Hivesville Amenity & Sporting Upgrade	Div 5	Livability Infrastructure Parks		\$ 50,000	
Murgon Uniting Church	Div 5	Livability Infrastructure Parks	\$ 13,714		
2 x cabins at BP dam	Div 5	Livability Infrastructure Community Facilities		\$ 400,000	
2 x cabins at Boondooma dam	Div 5	Livability Infrastructure Community Facilities		\$ 400,000	
Tingoora Streets - Muller	Div 6	Transport Infrastructure Drainage			\$ 651,714
Siefert St (Crawford - end)	Div 6	Transport Infrastructure Drainage	\$ 24,000		
Kumbia Dump Point	Div 6	Livability Infrastructure Parks		\$ 20,000	
Durong Hall - Sign & Shelter	Div 6	Livability Infrastructure Community Facilities	\$ 30,000		
Crawford Toilet	Div 6	Livability Infrastructure Parks			\$ 200,000
Bilboa Rd Windfarm Lookout	Div 6	Transport Infrastructure Roads	\$ 60,000		
Wondai Playground	Div 6	Livability Infrastructure Parks		\$ 200,000	
Wooroolin Hall - Footpath	Div 6	Livability Infrastructure Community Facilities	\$ 20,000		
Roads Reseals & Upgrades	Mayor	Transport Infrastructure Roads	\$ 390,000	\$ 395,715	
T1 Upgrade	Mayor	Organisational Excellence	\$ 140,000	\$ 140,000	\$ 140,000

Queensland *Good jobs
Better services
Great lifestyle*

2024-27 Works for Queensland Program guidelines



The Department of Housing, Local Government, Planning and Public Works connects industries, businesses, communities and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive and resilient communities.

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✉ Department of Housing, Local Government, Planning and Public Works

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Source number D24/4903

Key information

Eligible councils advised of their approved 2024-27 Works for Queensland program funding	8 May 2024
Funding program guidelines released	8 May 2024
eGrant opens to accept project proposals	13 May 2024
Closing date for submission of project proposals	5 July 2024
Funding period	1 July 2024 – 30 June 2027
Policy agency	Department of Housing, Local Government, Planning and Public Works
Administering agency	Department of Housing, Local Government, Planning and Public Works
Program budget	\$300 million
Program type	Targeted, non-competitive (allocation with application based)
Eligible applicants	65 local governments outside of South-East Queensland (see Appendix 1)
Enquiries	<p>Northern region: Townsville office - 07 4758 3425 Cairns office – 07 4037 3223</p> <p>Southern region: 07 4122 0411</p> <p>Email: lqmgrants@dsdilgp.qld.gov.au</p> <p>Website: https://www.localgovernment.qld.gov.au</p>

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2024-27 Works for Queensland – Executive summary

Queensland's 65 non-South-East Queensland (SEQ) councils play a critical role in creating local communities across regional Queensland that are great places to live, work and play.

Our regional councils are very diverse, covering a large geographic area and comprising many cultures, social factors, and economic drivers. However, these councils face many similar and growing challenges, including aging assets and infrastructure, escalating infrastructure and service delivery costs, housing and skilled worker shortages, population change, and supporting local communities respond to the changes and harness the opportunities of Queensland's renewable energy transition.

Through the 2024-27 round of Works for Queensland (W4Q) the Queensland Government is supporting Queensland's regional councils to meet these challenges. The 2024-27 W4Q provides \$300 million in funding for: infrastructure maintenance, upgrades, and replacement; essential planning projects; capability development and improvement initiatives within councils.

This funding builds on the \$800 million provided by the Queensland Government since 2016 through four previous rounds of W4Q and continues the state's partnership with regional councils to support economic development and job creation in regional communities across Queensland.

The 2024-27 W4Q complements other Queensland Government initiatives focused on growing our regions and supporting sustainable councils, including the *Queensland Energy and Jobs Plan*, *Regional Growth Framework* and *new Local Government Sustainability Framework*.

The 2024-27 W4Q program prioritises investment in projects that enhance essential council services, contributes to community and regional economic development, and supports the long-term sustainability of Queensland councils.

To support councils achieve these outcomes, key changes to 2024-27 W4Q include:

- funding round increased to \$300 million.
- allocation calculations based on a \$1.5 million base – up from \$1 million, which means more funding for small, remote and Indigenous councils.
- projects should be supported by council approved documents demonstrating the need for the proposed project.
- councils can allocate up to twenty percent (20%) of their W4Q program funding towards planning projects (non-infrastructure projects) and up to five percent (5%) towards capability development projects.
- greater emphasis on project descriptions. A guide is provided to help with appropriate project descriptions.

W4Q is a great example of what can be achieved when two levels of government work together. The 2024-27 W4Q program will build on this by better supporting councils deliver projects that help local communities thrive and building a more sustainable local government sector for the long-term.

1. Introduction

- (a) The Department of Housing, Local Government, Planning and Public Works (the department) is responsible for administering the 2024-27 Works for Queensland funding round (2024-27 W4Q - the 'grant program').
- (b) The \$300 million 2024-27 W4Q funding round will support the 65 councils outside of SEQ to deliver local projects that create good jobs, deliver better services, and improve the lives of Queenslanders now and into the future. **Appendix 1** lists the 65 eligible councils.
- (c) This document sets out the guidelines for the 2024-27 round of the grant program.

2. Overview

2.1 Program description

- (a) The grant program is a non-competitive, allocation-based funding program. The budget for the round is \$300 million.
- (b) Each eligible council will receive an approved funding allocation (program funding) under the grant program. Allocations have been determined using a base allocation of **\$1.5 million** plus an additional amount calculated based on weighted population and unemployment figures in its local government area.
- (c) Eligible councils are to submit project proposals providing details of the project(s) which the council intends to deliver using its 2024-27 W4Q program funding. Eligible councils will be required to submit project proposals using the department's eGrant system.
- (d) All projects must be completed by 30 June 2027, with any unspent funds to be returned to the department.

2.2 Program aim

- (a) The aim of 2024-27 W4Q is to support councils to deliver local infrastructure and maintenance, planning and capability development projects which:
 - support essential services, contribute to community economic development and improve council sustainability.
 - create and/or support jobs and deliver liveable communities where Queenslanders want to work, live and play.

2.3 Applicant eligibility criteria

- (a) The 65 councils outside of SEQ listed in **Appendix 1** are eligible to receive funding under the 2024-27 W4Q.

2.4 Project eligibility

(a) Overview

- (1) Recipient councils are to use their 2024-27 W4Q program funding towards **infrastructure / maintenance** projects, **planning** projects or **capability development** projects.
- (2) Councils are to prioritise projects that address local critical infrastructure and maintenance needs, such as water and wastewater infrastructure, staff housing, housing trunk infrastructure, transition to renewable energy, and regional economic development. A non-exhaustive list of project types and examples is included in sections 2.4 (a) (4), 2.4 (a) (5), 2.4 (a) (7).
- (3) Councils can choose to use:
 - (i) up to twenty percent (20%) of their 2024-27 W4Q program allocation for planning projects.
 - (ii) up to five percent (5%) of their 2024-27 W4Q program allocation for capability development projects.
- (4) Proposed projects should focus on supporting councils to manage their long-term sustainability and must demonstrate alignment with their long-term and strategic planning. Examples of long-term and strategic planning documents include (but are not limited to):
 - a council corporate plan or asset management plan
 - a council operational plan
 - local government planning documents
 - critical infrastructure condition reports, including non-compliance directives or notifications from regulators or other State agencies
 - council 10-year financial forecasting.

Project proposals can also reference strategic State and regional planning documents, including (but not limited to):

 - the *State Infrastructure Strategy*
 - the *Regional Growth Framework*
 - *Regional Plans* and *Regional Transport Plan*
- (5) Supporting documents are to be included with the project proposals and are to be referenced. For example to demonstrate:
 - a project's link to long-term or strategic planning
 - project planning and need through a condition assessment report or project scoping, planning and design documents.
- (6) Councils are encouraged to include supporting documents that demonstrate the community support/need for a project. For example, demonstrations of project support from local community groups, economic/regional development authorities.
- (7) To be considered as an eligible project for program funding, infrastructure/maintenance, planning and capability development projects **must**:
 - (i) align with the funding program aim; and
 - (ii) be able to be completed by **30 June 2027**.
- (8) Any questions about the eligibility of proposed projects should be addressed to the council's Departmental Regional Advisor.

(b) Infrastructure / maintenance projects

- (1) To be eligible for program funding, each nominated infrastructure or maintenance project **must** meet all requirements of Sections 2.4 (a) (4), 2.4 (a) (5), 2.4 (a) (7) and:
 - (i) be undertaken within the council's prescribed local government area;
 - (ii) be undertaken on land owned or controlled by the council at the time the project application is submitted;
 - (iii) have all required land tenure and / or Native Title approvals secured at the time the project application is submitted;
 - (iv) be a project that is:
 - A. an **essential services project**, including a:
 - critical infrastructure project - water supply, sewerage (including common effluent drainage schemes), waste infrastructure, waste management, roads and drainage, stormwater systems, asset management data collection;
 - a disaster resilience and preparedness project (that protect existing essential public infrastructure and/or builds resilience to future natural disasters);
 - a housing supply project – provision of council staff housing, enabling works for future residential housing development;
 - a community safety and wellbeing project – CCTV, active transport infrastructure, sport and recreation facilities (including swimming pools, skate and bicycle parks).
 - B. an **economic development or council sustainability project**, including a:
 - renewable energy transition project or local economic infrastructure project (saleyards, airports and aerodromes, caravan / tourist parks, telecommunications / data infrastructure, community hubs, works depots)
 - a tourism infrastructure project – town centre works (including beautification works).
 - a community buildings and facilities project – library/knowledge centre, playgrounds and parks.
 - (v) Maintenance or repair of existing infrastructure must improve the condition, quality, or lifespan of an existing council-owned capital asset.

(c) Planning projects

- (1) Recipient councils can choose to direct up to twenty percent (20%) of their 2024-27 W4Q program funding to planning projects, including preliminary work for a funded project under another program.
- (2) To be eligible for program funding, each nominated planning project **must**:
 - (i) meet all requirements of Sections 2.4 (a) (4), 2.4 (a) (5) and 2.4 (a) (7).

- (ii) be a project that is a:
- **strategic planning for infrastructure projects** – funding studies and investigations that will assist local governments to form a strategic view of their key infrastructure priorities and needs (needs assessment, preliminary costings, options analysis); or
 - **business case and/or detailed design projects** – the development of local government infrastructure proposals and designs to provide better clarity on investment decisions; or
 - **asset condition assessment reports** – studies or investigations to determine current condition of assets and their remaining useful life.

(d) Capability development projects

- (1) Recipient councils can choose to direct up to five percent (5%) of their 2024-27 W4Q program funding to a capability development project.
- (2) Capability development projects should support the long-term sustainability of the council by improving capability and capacity across one or more of the Local Government Sustainability Framework elements – finances, governance, asset management, compliance, or operating environment.
- (3) To be eligible for program funding, each nominated capability development project must:
 - (i) meet all requirements of Section 2.4 (a) (7)
 - (ii) be a project that:
 - supports training of council staff in operating essential council assets, such as water treatment or sewerage plants; or
 - provides for competency attainment, such as certificates; or
 - improves council systems, such as finance and asset management systems.
- (4) Only the direct project cost (for example, cost of an attainment course) is eligible to be funded under 2024-27 W4Q. Other costs, such as travel and accommodation are not eligible to be funded through the 2024-27 W4Q.

(e) Ineligible projects

- (1) The following projects and activities are ineligible under 2024-27 W4Q:
 - (i) projects not able to be delivered within the funding program's timeframes.
 - (ii) projects (including pre-construction activities) that have already commenced or are intended to commence prior to official notification of funding approval.
 - (iii) projects undertaken not within the council's prescribed local government area.
 - (iv) projects undertaken on land not owned or controlled by the council at the time the project application is submitted.
 - (v) purchase of an asset or works to an asset that is not or will not be owned and/or controlled by the council or which will not benefit the council's area.

- (vi) land purchases and / or costs associated with land purchases; land buy-back scheme costs; house raising and relocation schemes; purchase of existing buildings.
 - (vii) projects dedicated towards purchase, lease or hire of core business capital equipment such as plant, motor vehicles, office furniture and equipment and information and communication technology (ICT) equipment.
 - (viii) temporary works.
 - (ix) projects already fully funded from another source (examples: State Government funding programs, Commonwealth Government funding programs etc).
 - (x) projects that will primarily benefit a single private sector commercial operator.
 - (xi) state infrastructure projects that would usually be funded through the normal business of Queensland Government agencies.
- (f) The Deputy Director-General, Local Government Division will have the final determination for eligible and ineligible project costs.

2.5 Eligible and ineligible project costs

(a) Eligible project costs

- (1) Program funding may only be used for 'eligible project costs', which includes **direct costs only**.

(b) Ineligible project costs

- (1) Costs incurred prior to the Project Start Date identified in the signed Project Funding Agreement, including any otherwise eligible expenditure.
- (2) Statutory fees and charges and/or any costs associated with obtaining regulatory and/or development approvals.
- (3) Legal expenses.
- (4) Temporary works, other than those required to enable completion of the proposed project.
- (5) Core business (business as usual) costs, including:
 - (i) ongoing costs for local government administration, operation, maintenance or engineering.
 - (ii) corporate overheads and on-costs, including travel and accommodation
 - (iii) remuneration costs of council employees except for the remuneration costs of a project manager and outdoor workforce resources allocated to the direct delivery of the project.
- (6) Vehicle purchasing.
- (7) Vehicle leasing, unless directly required for construction (and only to that extent), e.g. water trucks, excavators.
- (8) Land purchases and/or costs associated with land purchases (including any land purchases that may be part of an eligible project; and land buy-back scheme costs).

- (9) Movable/portable furnishings, supplies and related items, such as portable and attractive items, computers, tables and chairs, cutlery, crockery, appliances (refrigerators, microwave ovens, bench top appliances).
 - (10) Costs associated with preparing the project proposal (excluding planning projects).
 - (11) Official opening expenses.
 - (12) Any other costs as determined by the department to be ineligible.
- (c) The above list identifies common examples of ineligible costs and is not intended to be definitive. If there is any doubt about ineligible projects or costs, please contact the council's departmental Regional Advisor.
- (d) The Deputy Director-General, Local Government Division will have the final determination for eligible and ineligible project costs.

2.6 Goods and Services Tax (GST)

- (a) Provision of grant funding to councils is not considered a taxable supply and therefore Goods and Services Tax (GST) is not applicable. All costs associated with the projects must be **excluding** GST.

2.7 Project assessment criteria

- (a) Project proposals will **not** be individually scored. Project proposals will be assessed as either being 'eligible' or 'ineligible'. Councils will be advised of any ineligible projects and provided opportunity to submit replacement or refined project proposals.
- (b) To be assessed as eligible, project proposals must:
- (1) include a project title and description.
 - (2) explain how the project meets the aim of the program guidelines
 - (3) demonstrate eligibility in accordance with Section 2.4 of the program guidelines
 - (4) include relevant supporting documents.
- (c) Project proposals are to be supported by a statement from the council's Chief Executive Officer that whole-of-life costs have been identified and are affordable.
- (a) Refer **Appendix 2** of these guidelines for further information on preferred project titles and project descriptions.
- (b) The department reserves the right to return project proposals for amendment should the project title, description or supporting information be inadequate.

2.8 Other requirements

- (a) Council's 2024-27 W4Q funding is not to be used by the council as their contribution towards other State or Commonwealth Government funding programs.
- (b) Councils may use their 2024-27 W4Q program funding (or a part thereof) towards the cost of a project which is receiving funding from another source (e.g. another State or Commonwealth Government funding program). The component(s) funded from the 2024-27 W4Q program funding must be clearly identified. For example:

- *W4Q funds the cost of a building construction, while a Commonwealth Government funding program funds the landscaping and car park.*
 - *W4Q funds the cost of a planning project, that then receives further funding under another program for constructions and implementation.*
- (c) Projects can be a stage of a larger project, where delivery of the identified project stage can be achieved within program period and meets the project eligibility requirements. The staged component must be identifiable as a discreet component/project within the larger project.
- (d) Recipient councils may use their entire 2024-27 W4Q program funding towards a single project. If the allocation is a 'contribution' towards a larger project, the council must:
- (1) be able to clearly identify the component of the larger project to which the 2024-27 W4Q funding will be directed; and
 - (2) be able to complete this identified component prior to 30 June 2027.
- (e) Councils will be required to estimate, and report on, the number of jobs each project will create or sustain.

2.9 Funding arrangements

- (a) Councils will be required to execute a Project Funding Schedule under their Head Funding Agreement with the State.
- (b) Once executed, the Program Guidelines, the Project Funding Schedule and the Head Funding Agreement will constitute the Project Funding Agreement with council.
- (c) Payment of program funding to councils will be made in accordance with the provisions of the Project Funding Agreement and in accordance with the Milestone Schedule set out in the Project Funding Schedule.
- (d) The State has no obligation to provide program funding to a council until the Project Funding Schedule is fully executed. Councils should not make any financial commitments until all necessary documents have been finalised and executed.
- (e) **Note:** After project endorsement, the department may request councils to provide additional information to demonstrate on-time delivery of projects. Documents may include Project Management Plan, Gantt Chart and other supporting documentation.

2.10 How to access funding

Funding under the 2024-27 W4Q is provided through an allocation / application / assessment process.

- (a) To access the funding, councils must:
- (1) complete the online application form on the eGrant Portal at <https://egrants.powerappsportals.com/>
 - (2) provide all the information requested;
 - (3) submit your application/s to the department by the closing date and time.

- (b) The department’s eGrant portal will close on 5 July 2024. Councils will not be able to submit project proposals after this date.

2.11 Assessment and approval process

- (a) Project eligibility will be assessed by the department and recommendations made to the Director-General, Department of Housing, Local Government, Planning and Public Works. The Director-General has discretion in all funding decisions.
- (b) Councils will be notified in writing following endorsement of projects by the Director-General.
- (c) Nothing in this section limits the State’s discretions under section 5.1 of these guidelines.

2.12 Allocation payments

- (a) The department will make payments according to the following schedule:

Payment schedule	Milestone
First payment (50% of project funding)	<ul style="list-style-type: none"> • The department will make the first payment as soon as practicable after 1 July 2024, subject to the Project Funding Schedule being executed by both parties.
Second payment (40% of project funding)	<ul style="list-style-type: none"> • Council has expended 50% or more of its total program funding, and • Either a periodic or ad-hoc progress report, properly certified by the Chief Executive Officer or authorised delegate, has been lodged with and approved by the department via the eGrant portal.
Final payment (10% of project funding)	<ul style="list-style-type: none"> • All endorsed projects have been completed, and • Evidence of signage erected at the project sites, where required, has been provided to the department, and • A Project Completion Report, properly certified by the Chief Executive Officer or authorised delegate, has been lodged with and approved by the department via the eGrant portal. The Project Completion Report is to be supported (where practical) by photographs and proof of expenditure for all projects. See below (b) ‘Project photograph requirements’ and (c) Proof of expenditure.

- (b) Project photograph requirements:
 - (1) At least two (2) of the project area/site prior to works commencing; and
 - (2) At least two (2) photos of the completed works funded by 2024-27 W4Q.
- (c) Proof of expenditure must include copies of general ledger extract for relevant job/project detail payments that indicate monies spent in the delivery of the project.
- (d) Once the Project Completion Report has been submitted, and final payment has been made, the council will not be able to make any further claims for expenditure incurred on the endorsed project(s).

- (e) The Project Completion Report will be required to demonstrate the completed endorsed projects created/supported jobs and realised at least one of the following outcomes in their local community (supporting Section 2.2 of these Guidelines):
- enhanced delivery of essential services
 - contributed to greater economic development and/or council sustainability.

2.13 Program monitoring, acquittal and evaluation

- (a) All projects (including replacement projects) will be monitored by the department to ensure the aim of the 2024-27 W4Q is being achieved.
- (b) Councils must comply with all reporting, record keeping and audit obligations in the Project Funding Agreement, which includes the provision of quarterly progress reports. Progress reports are to be submitted via the department's on-line eGrant portal. Departmental regional staff will conduct regular follow up of project progress outside of specified reporting periods.
- (c) The department may call for additional information and/or updates on the status of funded projects at any time, including the requirement for more frequent project reporting. As such, councils are to ensure expenditure records and construction photographs are to be kept current and up to date.
- (d) For infrastructure/maintenance projects - once a project has commenced, councils are to provide photos of the site/work area in their next progress report.
- (e) The Project Completion Report and any supporting documents must be provided to the department before the date specified in Section 16 of the Project Funding Schedule (30 September 2027).
- (f) The department reserves the right to require a council, through Clause 20 of the Project Funding Schedule, to establish a dedicated bank account for the purposes of managing its program funding allocation. This may also include the requirement to provide quarterly, or if requested more regular, bank statements or other reports for the account.

2.14 Extensions of time and withdrawn projects

- (a) All projects funded under the 2024-27 W4Q **must** be completed by 30 June 2027.
- (b) Extensions of time to complete works will not be considered. All expenditure must be acquitted by 30 September 2027. No extensions to acquit funds will be granted.
- (c) Where a council determines that a project cannot be delivered, the council may apply to the department to withdraw the project and (i) replace it a new eligible project(s); or (ii) amend the scope of an existing endorsed project(s).
- (d) Approval to withdraw a project and/or replace an alternative project will be at the discretion of the Director-General. The reallocation of budget from a withdrawn project to address cost overruns on existing approved project(s) will only be considered in exceptional circumstances.

3. Funding acknowledgement and communications

3.1 Acknowledgement and Communications

- (a) Grant recipients are required to acknowledge the funding provided by the Queensland Government.
- (b) Any reference to Queensland Government funding in communication materials requires approval from the department. Funding recipients must provide copies of any planned project-related communication materials to the department **before** the intended release date so approval can be arranged.

- (c) Information about funding acknowledgement requirements can be found at:

[Funding acknowledgement requirements | State Development, Infrastructure, Local Government and Planning](#)

3.2 Confidentiality, privacy and use of information

- (a) The State will maintain controls in relation to the management of confidential information provided by councils. Councils should specifically mark any information the applicant considers to be confidential.
- (b) During the submission, review, assessment and endorsement process, councils must keep confidential its project proposals and its dealings with the State about its project proposals but may make disclosures if required by law or to its representatives or advisors who are under an obligation of confidentiality.
- (c) Councils must also keep confidential any information designated by the State as confidential.
- (d) The State may disclose information, including confidential information, of or provided by councils:
 - (1) to its representatives and advisors for any purpose
 - (2) to any government agency or authority and its representatives and advisors, including for the purpose of assessing and verifying such information
 - (3) to comply with or meet applicable standards of accountability of public money or established government policies, procedures or protocols or
 - (4) if required to be disclosed by law.
- (e) The State intends to publicly disclose the names of councils, information about projects, the amount of funding granted to each council and details about the anticipated economic outcomes and benefits of successful projects.
- (f) Any personal information submitted as part of an application will not be used by the State or disclosed to any third party for a purpose other than in connection with the assessment of the application without a council's consent, unless required by law or in accordance with the Information Privacy Act 2009.
- (g) For audit purposes, the State is required to retain project proposals and other supplied supporting material for a period of seven years.
- (h) The provisions of the *Right to Information Act 2009* apply to documents in the possession of the State.

3.3 Complaints

- (a) The decision in relation to endorsement of a council's submitted project proposals is final and may not be appealed. If, however, a council has any concerns in relation to the submission or assessment process, a council may raise their concerns in writing by contacting: lgdgrants@dsdilgp.qld.gov.au
- (b) All questions about decisions on applications for the grant program are to be lodged in writing to: lgdgrants@dsdilgp.qld.gov.au

4. Enquiries and contact details

- (a) Councils should contact their designated Departmental Regional Advisor in relation to general questions, requests for clarification, requests for further information and questions on how to apply.
- (b) The contact telephone numbers for the Regional Offices are:

Northern region: Townsville office - 07 4758 3425
Cairns office – 07 4037 3223

Southern region: 07 4122 0411

Email: lgdgrants@dsdilgp.qld.gov.au

Website: www.localgovernment.qld.gov.au

- (c) The department is not able to assist in preparing council's project submissions.

5. Terms and conditions

5.1 Reservation of rights

- (a) Despite any provision of these guidelines to the contrary, the State reserves the right to administer the grant program and conduct the process for the assessment and approval of applications to the grant program in such manner as it thinks fit, in its absolute discretion.
- (b) Without limiting paragraph (a), the State retains all rights and powers to make all decisions and actions to achieve the program objectives and the State reserves the right, in its absolute discretion and at any time, to:
 - (1) change the structure, procedures, nature, scope or timing of, or alter the terms of participation in the process or overall grant program (including submission and compliance of applications), where in such circumstances notice will be provided to applicants
 - (2) consider or accept, or refuse to consider or accept, any application which is lodged other than in accordance with these guidelines or is lodged after the relevant date for lodgement, or which does not contain the information required by these guidelines or is otherwise non-conforming in any respect;
 - (3) vary or amend the eligibility or assessment criteria;

- (4) take into account any information from its own and other sources (including other government agencies and other advisors);
 - (5) accept or reject any application, having regard to these guidelines, the eligibility criteria, the assessment criteria or any other item, matter or thing which the State considers relevant, including the limitations on the funds available for the grant program;
 - (6) give preference by allocating weighting to any one or more of the eligibility criteria or assessment criteria over other criteria;
 - (7) conduct due diligence investigations in respect of any applicant and subject applications to due diligence, technical, financial and economic appraisals;
 - (8) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an application or provide any additional information;
 - (9) terminate the further participation of any applicant in the application process;
 - (10) terminate or reinstate the grant program or any process in the grant program;
 - (11) not proceed with the grant program in the manner outlined in these guidelines, or at all;
 - (12) amend the nature, scope or timing of the grant program;
 - (13) allow the withdrawal of an applicant;
 - (14) seek presentations from or interviews with any applicant and conduct negotiations with any one or more applicants after the applications have been lodged;
 - (15) publish the names of applicants to the grant program; and
 - (16) take such other action as it considers in its absolute discretion appropriate in relation to the grant program processes.
- (c) Where, under these guidelines, it is stated that the State may exercise a right or discretion or perform any act or omit to perform any act, then unless stated otherwise the State may do so at its sole and absolute discretion and will not be required to act, or be restrained from acting, in any way or for any reason nor to take into account the interests of any third party (including an applicant).

5.2 No relationship

- (a) The State's obligations in connection with the application process are limited to those expressly stated in these guidelines.
- (b) No contractual or legal relationship exists between the State and an applicant in connection with the grant program, these guidelines or the application process or any stage of the grant program.
- (c) An applicant, or its representatives:
 - (1) has no authority or power, and must not purport to have the authority or power to bind the State, or make representations on behalf of the State
 - (2) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint venturer with the State

- (3) must not represent to any person that the State is a party to the proposed project other than as a potential funder, subject to the application process detailed in these guidelines.

5.3 No action

- (a) To the extent permitted by law, no applicant will have any claim of any kind whatsoever against the State (whether in contract, tort (including negligence), equity, under statute or otherwise) arising from or in connection with:
 - (1) any costs, expenses, losses or liabilities suffered or incurred by the applicant in preparing and submitting its application (including any amendments, requests for further information by the State, attendance at meetings or involvement in discussions) or otherwise in connection with the grant program
 - (2) the State at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with the grant program
 - (3) any of the matters or things relevant to its application or the grant program in respect of which the applicant must satisfy itself under these guidelines,
- (b) Without limiting paragraph (a), if the State cancels or varies the grant program at any time or does not select any applicant following its assessment of the applications, or does (or fails to do) any other thing referred to under clause 0 of these guidelines, no applicant will have any claim against the State arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its application or otherwise in connection with or in relation to (whether directly or indirectly) the grant program.
- (c) For the avoidance of doubt, each applicant:
 - (1) participates in the grant program at its own risk; and
 - (2) is wholly responsible for its costs of applying for, participating in, or otherwise in connection with, the grant program.

5.4 Non-exhaustive

- (a) These guidelines do not contain all the information that applicants may require in reaching decisions in relation to whether or not to submit an application. Applicants must form their own views as to what information is relevant to such decisions.
- (b) Applicants must make their own independent investigations of the information contained or referred to in these guidelines. Applicants must obtain their own independent legal, financial, tax and other advice in relation to information in these guidelines, or otherwise made available to them, during the application process.

5.5 Disclaimer

- (a) The State makes no warranty or representation express or implied, and does not assume any duty of care to the applicants that the information in these guidelines, or supplied in connection with the grant program (information) is accurate, adequate, current, suitable or complete, or that the Information has been independently verified.

- (b) The State accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the Information or interpretations placed on the Information by applicants.

5.6 Intellectual property

- (a) Any intellectual property rights that may exist in an application will remain the property of an applicant or the rightful owner of those intellectual property rights. Any part of an application considered to contain intellectual property rights should be clearly identified by an applicant.
- (b) The applicant grants to the State (and will ensure relevant third parties grant) a non-exclusive, royalty free and irrevocable licence to use and reproduce the intellectual property for the purpose of administering the grant program.

5.7 Law

- (a) These guidelines are governed by the laws applicable in Queensland.

Appendix 1 – Eligible councils

Eligible councils receiving funding under the 2024-27 W4Q funding program are listed below.

Northern region	Southern region
Aurukun Shire Council	Balonne Shire Council
Burdekin Shire Council	Banana Shire Council
Burke Shire Council	Barcaldine Regional Council
Cairns Regional Council	Barcoo Shire Council
Carpentaria Shire Council	Blackall-Tambo Regional Council
Cassowary Coast Regional Council	Boulia Shire Council
Charters Towers Regional Council	Bulloo Shire Council
Cloncurry Shire Council	Bundaberg Regional Council
Cook Shire Council	Central Highlands Regional Council
Croydon Shire Council	Cherbourg Aboriginal Shire Council
Doomadgee Aboriginal Shire Council	Diamantina Shire Council
Douglas Shire Council	Fraser Coast Regional Council
Etheridge Shire Council	Gladstone Regional Council
Flinders Shire Council	Goondiwindi Regional Council
Hinchinbrook Shire Council	Gympie Regional Council
Hope Vale Aboriginal Shire Council	Livingstone Shire Council
Isaac Regional Council	Longreach Regional Council
Kowanyama Aboriginal Shire Council	Maranoa Regional Council
Lockhart River Aboriginal Shire Council	Murweh Shire Council
Mackay Regional Council	North Burnett Regional Council
Mapoon Aboriginal Shire Council	Paroo Shire Council
Mareeba Shire Council	Quilpie Shire Council
McKinlay Shire Council	Rockhampton Regional Council
Mornington Shire Council	South Burnett Regional Council
Mount Isa City Council	Southern Downs Regional Council
Napranum Aboriginal Shire Council	Western Downs Regional Council
Northern Peninsula Area Regional Council	Winton Shire Council
Palm Island Aboriginal Shire Council	Woorabinda Aboriginal Shire Council
Pormpuraaw Aboriginal Shire Council	
Richmond Shire Council	
Tablelands Regional Council	
Torres Shire Council	
Torres Strait Island Regional Council	
Townsville City Council	
Whitsunday Regional Council	
Wujal Wujal Aboriginal Shire Council	
Yarrabah Aboriginal Shire Council	

Appendix 2 – Project titles and descriptions

Project name

The project title should be short, descriptive, and accurately sum up the proposed project.

Examples:

- *Construction of a new 25 metre swimming pool, wading pool and change rooms.*
- *Repalce water valves in the (town name) water reticulation system.*
- *Stage 1 of (town name) Street beautification works – town entry statement, footpath improvements, seating and shade structures.*

Project description

The project description should accurately illustrate the works for which funding is being sought. It should leave the reader in no doubt as to the nature, extent and scope of the works being proposed.

Using the abovementioned projects, examples of appropriate project descriptions are:

The council proposes to construct a new 25 metre swimming pool, toddler’s wading pool and change rooms. The project will be constructed on a new council owned ‘green field’ site. The swimming pool will be eight lanes wide, will have a ramp to allow access by mobility impaired people and be heated to allow use all year round. The wading pool will be approximately 12 metres x 10 metres in size, will be heated and will have shade structures. The change rooms will feature a kiosk, showers, change rooms and facilities for mobility impaired people. The proposed cost will include fencing, landscaping, and filtration systems. Note: the facilities’ car park will be funded through council’s own revenue.

Council proposes to replace the water valves in the (town name’s) water reticulation system. There are 250 valves requiring replacement. Council has received quotes indicating 120 can be replaced for the \$X council wishes to allocate to the project – the final number will depend on market prices at the time of project commencement. The project is supported by the Queensland Department of Natural Resources and Water (see attached report – Section X).

The council proposes to commence Stage 1 of (town name) street beautification works. Stage 1 works will include: a new entry statement sign welcoming visitors to the town; replacing the current footpaths with ‘heritage look’ pavers along X and Y streets (between A and B streets); seating and shade structures for pedestrians (the exact number of seats and shade structures will depend on budget – currently the council is looking to install eight such structures in Stage 1 works).

Project descriptions should be free of ambiguous language. Some examples:

Project description examples		
Word	Example of Use	A better way to write this...
Infrastructure	The funding is required for constructing infrastructure on the foreshore	Design and construction of fixed, covered picnic tables and chairs. Construction material to be confirmed but will probably be from concrete and timber. The items will be located on the foreshore at (location)
Works	The funding is required for works in the council-owned playground	Purchase and installation of ‘spider web’ climbing structure and surrounding ‘soft fall’ area in the

		council owned playgrounds at the following locations
Refurbish	The project will refurbish the visitor information centre	The project will involve repainting the interior and exterior of the visitor information centre, remove the old air conditioning system and replace it with a new air conditioning system, replace old 'not working' sliding windows and install a shade awning over the entrance
Anacronyms	The project will install PAL at the aerodrome	Purchase and installation of Pilot Activated Lighting (PAL) at the (location Aerodrome). The estimated cost includes electrical connection works
Upgrade	The building will be upgraded	Upgrade of building – works will include but not be limited to: remove and replace old weatherboards, painting of entire building, remove and replace old / corroded guttering, remove and replace old wooden steps with low maintenance concrete steps
Increase	Replace the existing water pump to increase the flow rate	Replace the existing water pump to increase the flow rate above the current 10 litres per second. The final flow rate to be determined by investigations by the contractor

13 LIVEABILITY

13.1 NEGOTIATED DECISION REPORT FOR COMBINED APPLICATION FOR MATERIAL CHANGE (FUNCTION FACILITY AND FOOD & DRINK OUTLET) AND RECONFIGURATION OF A LOT (ACCESS EASEMENT) AT 20 FORK HILL DRIVE AND 80 & 89 WATERVIEW DRIVE MOFFATDALE (AND DESCRIBED AS LOT 1 ON RP903441, LOT 131 ON SP221464 & LOT 94 ON SP210658). APPLICANT: DUSTY JOE'S PTY LYD C/- JDBA CERTIFIERS

File Number: MCU23/0008 & RAL23/0008
Author: Acting Manager Environment & Planning
Authoriser: Chief Executive Officer

PRECIS

This report outlines the applicant's request for a Negotiated Decision in relation to a Development Permit for Material Change of Use for Function Facility and Food & Drink Outlet and Development Permit for Reconfiguring a Lot for Access Easement at 20 Fork Hill Drive and 80 & 89 Waterview Drive MOFFATDALE (and described as Lot 1 on RP903441, Lot 131 on SP221464 and Lot 94 on SP210658). The applicant is Dusty Joe's Pty Ltd, C/- JDBA Certifiers.

SUMMARY

- Development site is commonly referred to as the 'Dusty Hill Winery' and is part of an area where tourist type activities have co-located over time.
- Development site is 81.82ha in area and shares its western boundary with Lake Barambah.
- Development site is zoned Rural.
- Other nearby zones include:
 - Rural Residential
 - Environmental Management (Lake Barambah)
- A combined application was made for development permits involving:
 - Material Change of Use – Function Facility and Food & Drink Outlet; and
 - Reconfiguring a Lot – Access Easement.
- The application was properly made on 12 May 2023.
- The application was Impact assessable in accordance with Part 5.5 Categories of Development and Assessment of the South Burnett Regional Council Planning Scheme.
- The development application was assessed against the South Burnett Regional Council Planning Scheme, version 1.4. to which the following assessment benchmarks were determined applicable:
 - Strategic Framework;
 - Rural Zone Code; and
 - Services and Works Code.
- The application was approved by Council on 24 April 2024.
- On 13 June 2024 the applicant made representations seeking a Negotiated Decision regarding conditions of approval included in the Council Decision Notice dated 26 April 2024.
- Representations about conditions are cited in this report (outlined below).
- The representations have been assessed and the conditions package amended accordingly (refer to Attachment A Statement of Reasons)
- Refer to Attachment B – Approved Plans for MCU23/0008
- Refer to Attachment C – Approved Plans for RAL23/0008
- Refer to Attachment D – Infrastructure Charges for MCU23/0008
- Refer to Attachment E – Infrastructure Charges for RAL23/0008
- Refer to Attachment F – Change Representations

OFFICER’S RECOMMENDATION

That Council resolves to:

1. Approve the Negotiated Decision Notice for a Material Change of Use for Function Facility and Food & Drink Outlet – development permit and Reconfiguring a Lot for Access Easement – Development Permit at 20 Fork Hill Drive and 80 & 89 Waterview Drive MOFFATDALE (and described as Lot 1 on RP903441, Lot 131 on SP221464 and Lot 94 on SP210658) subject to the amended conditions package.

MATERIAL CHANGE OF USE – DEVELOPMENT PERMIT

GENERAL

GEN1. The development must be completed and maintained in accordance with the approved plans and documents and conditions to this development approval:

APPROVED PLANS

Plan No.	Issue	Sheet Name	Date	Prepared By
DA00	B	Coversheet – Perspective – Restaurant	29/05/2023	McLaren Design
DA01	B	Survey	29/05/2023	McLaren Design
DA02	B	Master Plan	29/05/2023	McLaren Design
DARD 04	B	Restaurant Floor Plan	29/05/2023	McLaren Design
DARD 05	B	Restaurant Mezzanine Floor Plan	29/05/2024	McLaren Design
DARD 06	B	Restaurant Dimension Plan	29/05/2023	McLaren Design
DARD 08	B	Restaurant Elevations	29/05/2023	McLaren Design
DARD 09	B	Elevations – Cellar Door & Tasting Room	29/05/2023	McLaren Design
DACP 00	B	Coversheet – Cooperage	06/12/2021	McLaren Design
DACP 01	B	Cooperage Floor Plan	06/12/2021	McLaren Design
DACP 02	B	Cooperage Elevations	06/12/2021	McLaren Design
DACP 03	B	Cooperage Elevations	06/12/2021	McLaren Design
DACH 00	B	Chapel Perspective	06/12/2021	McLaren Design
DACH 01	B	Chapel Floor Plan	06/12/2021	McLaren Design
DACH 02	B	Chapel Elevations	06/12/2021	McLaren Design
DACH 03	B	Chapel Elevations	06/12/2021	McLaren Design
DACF 00	B	Coversheet – Café	06/12/2021	McLaren Design
DACF 01	B	Café Floor Plan	06/12/2021	McLaren Design

DACF 02	B	Café Cellar Plan	06/12/2021	McLaren Design
DACF 03	B	Café Elevations	06/12/2021	McLaren Design
DACF 04	B	Café Elevations	06/12/2021	McLaren Design

GEN2. All works including the repair or relocation of services (Telstra/lighting) are to be completed at no cost to Council.

GEN3. The applicant is required to maintain the site in a clean and orderly state at all times.

GEN4. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

GEN5. Undertake appropriate measures to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

GEN6. Provide documentary evidence of measures to be undertaken to manage fugitive dust emissions resulting from the development.

Timing: at all times/to be maintained.

GEN7. The approved development must comply with noise emissions prescribed under the ***Environmental Protection Act 1994*** and applicable (subordinate) legislation at all times ensuring that:

- a) All relevant activities remain within obligated limits and do not produce ‘*unreasonable noise*’ as defined by the act.
- b) Noise emitted does not exceed any prescribed sound pressure level, and/or background levels (or any other matter deemed relevant to the emission of unwanted sound) as associated with applicable day, evening, or night time criteria under the act.
- c) Nearby sensitive uses are not exposed to *unreasonable noise* from the approved development that is either a direct or indirect consequence of all onsite activity.

APPROVED USE

GEN8. The approved development is a material change of use for ‘*Food and Drink Outlet*’ and ‘*Function Facility*’ only, as shown on the approved plans referred to in this decision and does not imply approval for any other use.

ADDITIONAL DRAWINGS

GEN9. Prepare a landscape concept demonstrating appropriate landscape treatments in and around each of the structures referred to in approved drawings at condition GEN1 of this development permit.

Note: landscape treatments are not required for the entire site (only areas where work is approved).

HOURS OF OPERATION

GEN10. **Hours of operations shall remain consistent with associated ongoing operations including ancillary/associated uses (6am to 12am (midnight)) and pursuant to the Environmental Protection Act 1994.**

GEN11. Operation of refuse collection vehicles, service vehicles, and other related commercial vehicles (excluding emergency vehicles) must only occur between 7am & 7pm Monday to Saturday unless:

- otherwise amended by recommendations in an acoustic assessment report, or

- where currently operating in accordance with existing approval conditions and not varied as a consequence of this approval.

COMPLIANCE TIMING AND COSTS

GEN12. All conditions of the approval shall be complied with before the approval occurs (prior to commencement of the use) and while the use continues unless otherwise specified within these conditions.

MAINTENANCE

GEN13. The development (including landscaping, parking, driveways, and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.

GEN14. Maintain the site in a clean and orderly state at all times.

PLANNING

MCU1. Carry out the development in accordance with approved drawings as referred to in this development permit.

MCU2. Maintain existing any existing development on site in accordance with previous approvals unless otherwise varied as a consequence of this development permit.

MCU3. Where relevant existing landscape features associated with previous approvals shall be varied as a consequence of this development permit.

MCU4. Amend services as necessary to accommodate development associated with this approval whilst ensuring all existing uses maintain operations in accordance with applicable laws and/or standards as required.

BUILDING HEIGHT

MCU5. The maximum building height is to be in accordance with approved elevations referred to in condition GEN1 of this development permit.

MCU6. Submit to Council certification from a registered Surveyor confirming that overall height is in accordance with the approved elevations referred to in condition GEN1 of this development permit.

Timing: Prior to issue of certificate of Classification/final Inspection Certificate, or prior to commencement of the use (whichever comes first).

EXTERNAL ARCHITECTURAL DETAILS

MCU7. External details of the building façade treatment and external materials, colours and must be consistent with the approved drawings referred to in condition GEN1 of this development permit.

SECURITY LIGHTING

MCU8. Install and maintain a suitable system of security lighting to operate from dusk till dawn within all areas where the public may gain access, including carparking areas, building entrances, and vegetated areas.

MCU9. Design of all external lighting in accordance with AS 4282-1997 '*Control of obtrusive effects of outdoor lighting*', ensuring that light spillage does not cause nuisance to sensitive uses.

LANDSCAPING

MCU10. Construct landscaping in accordance with the prepared landscape concept plan, the relevant council standards, best trade practise, and the following conditions:

- If the extent or configuration of landscaped areas has been marginally amended from the plan, then adjust plant numbers to ensure full coverage.
- Provide a 3-tier landscape structure to all landscape areas i.e. trees shrubs and ground covers.
- Maximise opportunities for stormwater infiltration into landscaped areas (where available).
- Maintain the landscape works generally in accordance with the detailed plans and to industry standards.

REFUSE STORAGE COLLECTION

MCU11. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:

- a) level.
- coated with an impervious hard stand surface.
- fitted with appropriate washdown and drainage connections, and
- screened.

ELECTRICITY/TELECOMMUNICATIONS

MCU12. The development is to be supplied with reticulated electricity and telecommunications services.

VISUAL AMENITY & REFLECTIVITY

MCU13. Façade treatments must not cause nuisance from glare and/or inappropriate reflectivity.

MCU14. Provide written confirmation from an appropriately qualified professional that construction materials do not generate unreasonable glare, or reflectivity.

CAR PARKING

MCU15. Car parking within the premises must be maintained exclusively for the use of this development.

CONTAMINATED LAND

MCU16. Undertake all necessary searches (at no cost to Council) and confirm that areas to be developed as part of this approval are not subject to contamination.

Timing: Prior to issue of a development permit for Building Work.

ENGINEERING WORKS

ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.

ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

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

ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG5. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health

and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG6. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.
- ENG8. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

WATER SUPPLY

- ENG9. Provide a suitable water supply for the development, and monitor water quality to ensure compliance with Australian Drinking Water Guidelines - current edition 2011 and EnHealth Guidance of use of Rainwater standards for potable water.

ON-SITE WASTEWATER DISPOSAL

- ENG10. Connect the development to an on-site wastewater disposal system, in accordance with the AS1547:2012 On-site domestic wastewater management and the Queensland Plumbing and Wastewater Code - 2019.
- ENG11. Obtain a Development Permit for Plumbing Works for the on-site sewerage treatment system.

Note: Any on-site effluent disposal system servicing more than 21 Equivalent Persons (EP) requires an Environmentally Relevant Activity (ERA) 63 which, depending on the treatment and discharge method, may require a separate Material Change of Use approval.

PARKING AND ACCESS – GENERAL

- ENG12. Design and construct all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG13. Provide adequate manoeuvring, loading, and parking areas for all service vehicles (buses, delivery vehicles etc).
- ENG14. Design and construct all driveway, manoeuvring, and parking areas with a dust suppressive gravel.
- ENG15. Provide the following minimum number car parking spaces:

Building	Parking
Building 2	65 carparks, 2 PWD carparks, 2 bus parks
Building 3	90 carparks
Building 4	30, PWD carparking required by National Construction Code
Building 5	30, PWD carparking required by National Construction Code

- ENG16. Design & construct all PWD car parking spaces in accordance with AS2890.6.
- ENG17. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

- ENG18. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
- ENG19. Maintain dust suppression treatment to all unsealed internal roadways, and vehicle manoeuvring areas to not have an adverse impact on adjoining properties.

VEHICLE ACCESS

- ENG20. Design and construct vehicle turnout to Lot 1 RP903441 generally in accordance with Council's Standard Drawing No. 00049 Rev B. The access shall be bitumen sealed.

Comment: This condition refers to the access for the proposed easement to access Lot 131 SP221464. Please note that the access may not require a culvert if the access is constructed at a suitable grade.

ROADWORKS

- ENG21. At no cost to Council, upgrade the unsealed section of Waterview Drive at Chainage 560, through to the Dusty Hill Winery gated access at Chainage 900, with a 6.5m wide Double/Double bitumen seal on an 8m gravel formation to Council standards. The upgrade shall include any additional pavement required and any ancillary works (e.g. culverts) to support cul-de-sac movements prior to the gated access.**

Timing: Prior to commencement of use.

Comment: Any road upgrade shall be carried out under an Operational Work permit with plans endorsed by a Registered Professional Engineer Queensland.

- ENG22. The applicant is to make submission for a temporary road closure from Chainage 900 of Waterview Drive through to the southern end of the gazetted road reserve to the Department of Natural Resources for the purpose of private access to the facility. This application is to be submitted and approved by the Department with no objection from Council prior to the commencement of use.**

ELECTRICITY AND TELECOMMUNICATION

- ENG23. Connect the development to electricity and telecommunication services.

EROSION AND SEDIMENT CONTROL - GENERAL

- ENG24. 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.
- ENG25. 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

MATERIAL CHANGE OF USE – CURRENCY PERIOD

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

HERITAGE

- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the Aboriginal Cultural Heritage Act 2003 you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may, therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain

the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

PREVIOUS APPROVALS.

ADV3. Where seeking to exercise this material change of use development permit it must be carried out in accordance with plans and conditions imposed noting that previous designs applied to the site (pursuant to previous approvals) are not relevant or justifiable under this permit.

DEVELOPMENT COMPLIANCE

ADV4. Development must not be amended from those plans approved unless otherwise agreed as a result of a change request pursuant to the Planning Act 2016, changes that are not approved (and constructed) may constitute a development offence pursuant to the Planning Act 2016, triggering compliance action.

ADV5. All conditions imposed must be complied with as attached to this decision package, conditions that are not complied with may constitute a development offence pursuant to the Planning Act 2016, triggering compliance action.

UNREASONABLE NOISE

ADV6. In the event noise related complaints are received, Council may undertake further investigations and require demonstration that noise emitted from this approved development complies with ‘Noise regulation under the Environmental Protection Act 1994’ and hence may require commission (as owners expense) of a Noise impact Assessment Report that:

- Establishes and maintains the rights and interests of activities associated with this approved development.
- Protects ongoing rights and interests of other nearby properties.
- Sets a reasonable expectation (for Noise) for all interested parties.

ADV7. It is recommended that the applicant retain a noise complaints log documenting at least the following:

- i. Date and time of complaint.
- ii. The complainant.
- iii. Matter to be dealt with.
- iv. Identification of noise source.
- v. Actions taken to remediate, and information provided to complainant.
- vi. Conclusions and outcomes.

APPEAL RIGHTS

ADV8. Attached for your information is a copy of Chapter 6 of the Planning Act as regards to Appeal Rights.

RECONFIGURING A LOT – DEVELOPMENT PERMIT

APPROVED PLANS

GEN1. The development must be completed and maintained in accordance with the approved plans and documents and conditions to this development approval:

Plan No.	Rev.	Issue	Date	Prepared By
DAEMT 01	B	Proposed Easement Plan	06/12/2021	McLaren Design

GEN2. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A fee will be charged, with payment required prior to Council's approval of the associated documentation requiring assessment.

GEN3. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

GEN4. Prior to sealing the Plan of Survey, the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Schedule 18, Section 69 of the *Planning Act Regulation 2017*.

Timing: – As indicated.

GEN5. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.

Timing: – As indicated.

GEN6. The currency period for this development approval for reconfiguring a lot is four (4) years after the development approval starts to have effect. The development approval will lapse unless the survey plan for all works and stages required to be given to Council for approval is provided within this period.

VALUATION FEES

RAL1. Payment of Department of Natural Resources, Mines and Energy valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$156.00 (3 x \$52.00); however, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

EARTHWORKS

RAL2. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

ENGINEERING WORKS

ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan unless stated otherwise.

ENG2. Be responsible for any alteration necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

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

ENG3. 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.

ENG4. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG5. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG6. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

VEHICLE ACCESS

- ENG7. Design and construct vehicle turnout to Lot 1 RP903441 generally in accordance with Council's Standard Drawing No. 00049 Rev B. The access shall be bitumen sealed.

Comment: This condition refers to the access for the proposed easement to access Lot 131 SP221464. Please note that the access may not require a culvert if the access is constructed at a suitable grade.

ACCESS

- ENG8. Design and construct the driveway with a dust suppressive gravel.

EROSION AND SEDIMENT CONTROL – GENERAL

- ENG9. 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.
- ENG10. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE**HERITAGE**

- ADV1. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the Aboriginal Cultural Heritage Act 2003 you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

FILLING & EXCAVATION

- ADV2. It is the developer/owner's responsibility to ensure that any subsequent earthworks required as a consequence of this approval and/or ongoing operations complies with all aspects of Council's planning scheme either directly or indirectly.

INFRASTRUCTURE CHARGES

- ADV3. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*. See attached Infrastructure Charges Notice

APPEAL RIGHTS

- ADV4. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.
- ADV5. Construction Noise and Dust Emissions Pursuant to the *Environmental Protection Act 1994*, all development involving the emission of noise and dust from building and/or

construction activities, must ensure that the emissions are in accordance with the requirements of the Act.

RECONFIGURING A LOT – CURRENCY PERIOD

ADV6. Section 85 (1)(a) of the Planning Act provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication are identified for this report.

LINK TO CORPORATE/OPERATIONAL PLAN

The following Corporate Plan Pillar is identified:

Growing our Region’s Economy and Prosperity

- GR8 Support and advocate for appropriate growth and development with responsive planning schemes, process, customer service and other initiatives.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The applicant and the submitter may appeal the negotiated decision notice. With representations made and actions undertaken, this action is unlikely but cannot be dismissed.

POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

Accurate assessment and implementation recommendations pertaining to a Noise Impact Assessment should be pursued in order to protect both applicant’s and surrounding property owners’ rights and interests. Notwithstanding the preferred establishment of noise impacts and measures ensure compliance, this Negotiated Decision Notice makes it clear that any potential noise impact remain reasonable within the bounds of the *Environmental Protection Act 1994*.

ASSET MANAGEMENT IMPLICATIONS

No implications are identified.

REPORT

1. NEGOTIATED REPORT

The applicant has made representations to Council within the approved timeframe seeking changes to the original conditions imposed. The application details are outlined below.

APPLICATION SUMMARY	
Applicant:	Dusty Joe’s Pty Ltd C/- JDBA Certifiers
Owner:	Dusty Joe’s Pty Ltd
Type of Application:	Combined Application for Material Change (Function Facility and Food & Drink Outlet) and Reconfiguration of a Lot (Access Easement)
Street Address:	20 Fork Hill Drive & 80 & 89 Waterview Drive MOFFATDALE
RP Description:	Lot 1 on RP903441 Lot 131 on SP221464 Lot 94 on SP210658

State Referral Agencies:	N/A
Referred Internal Specialists:	Infrastructure Planning

The following table outlines the proposed development:

PROPOSED DEVELOPMENT	
Proposed Development:	Material Change of Use (Function Facility and Food & Drink Outlet) Reconfiguration of a Lot (Access Easement)
Variations Sought:	Change to Existing Conditions (as outlined in the representations)
Level of Assessment:	Impact Assessable
Decision Making Period Ends:	N/A (for Negotiated Decision)

The following table describes the key development parameters for the proposal. There are no changes proposed to the original application made.

Material Change of Use	DEVELOPMENT PARAMETERS
Gross Floor Area	Building: 1 – Restaurant: 643sqm (existing) 2 – Cooperage Reception Centre: 392.7sqm (existing) 3 – Chapel: 297.3sqm (new) 4 – Café: 484.4sqm (new)
Building Height	New Buildings: 3 – Chapel: 8m 4 – Café: 8.3m
Site Cover	1-2% of the site
Landscape	Conditioned
Number of parking spaces	Uses: 1 – Restaurant: Shares 65 existing spaces (including 2 accessible parks and 2 bus parks) 2 – Cooperage Reception Centre: Utilises 90 existing spaces 3 – Chapel: 30 plus overflow area 4 – Café: 60 plus overflow area
Access	Waterview Drive (main access)
Design Vehicle	Cars, Medium Rigid (trucks), Refuse Collection Vehicles, Coaches


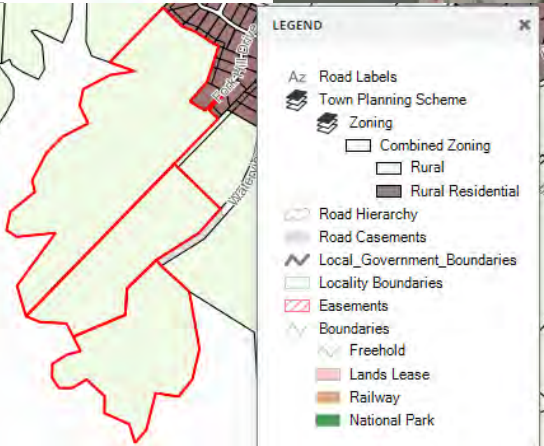
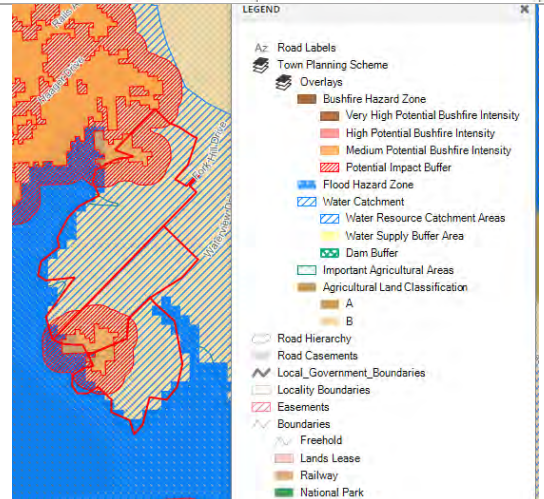
2. THE SITE

This section of the report provides a description of the site, details about the existing use and notable characteristics of the site, the standard of servicing, and the form of development in the immediately locality.

2.1. SITE DESCRIPTION & EXISTING USE

SITE AND LOCALITY DESCRIPTION	
Land Area:	41.92 ha, 18.51 ha & 20.85 ha
Existing Use of Land:	Vineyard, Winery, Small Scale Tourist Attraction, Cellar Door, Short Term Accommodation, Food & Drink Outlet, Function Facility
Site description:	Large property holding accommodation, primary production (viticulture) and tourist venues.
Topography:	Mix of rolling hillsides tapering downward (east) towards established residential areas.
Surrounding Land Uses:	<ul style="list-style-type: none"> • Rural Residential; and • Rural

Table 1 – Maps & Descriptions (Source: Intramaps)

<p>Site</p>	
<p>Zoning</p>	
<p>Overlays</p>	
<p>Services</p>	<p>No reticulated services for this property</p>



3. APPLICANT’S REPRESENTATIONS ON THE DECISION

The applicant has made representation to change some conditions of the original approval. These conditions are outlined below with assessment commentary and recommended amendments are provided for each.

The applicant’s representations (dated 13 June 2024) are included as an Attachments (attachment) to this report.

ADDITIONAL REPORTING	
GEN8.	<p>The applicant is to submit to Council an acoustic assessment that considers all onsite activities associated with development as referred in this approval only. The acoustic assessment is to be prepared by a suitably qualified professional in accordance with relevant laws, standards of practice, and reflect all primary/consequential activities inclusive of (but not limited to):</p> <ul style="list-style-type: none"> • Outdoor areas including, dining areas, formal and informal gathering spaces. • Indoor areas including, dining areas, gathering spaces, accommodation, and amenities • Use of high volume/amplified music and or sound. • Use of car park and bus set down areas, and subsequent vehicle movement into and out of the premises. • Site servicing including waste collection, and delivery vehicles. • Use of trafficable areas. <p>Timing: Prior to issue of a development permit for Building Work.</p>
GEN9.	<p>The applicant is to submit to Council an acoustic assessment that provides a set of recommendations including acoustic treatments to control onsite and offsite noise emissions associated with development referred to in this approval. The acoustic assessment is to be prepared by a suitably qualified professional in accordance with relevant laws, standards of practice and where relevant make recommendations including (but not limited to):</p> <ul style="list-style-type: none"> • Construction materials. • Noise barriers (if determined as relevant). • Coatings & dampeners for trafficable surfaces • Mechanical plant. • Hours of operation. <p>Timing: Prior to issue of a development permit for Building Work.</p>

1) Officer's Assessment
<p>Pursuant to Noise Regulations under the <i>Environmental Protection Act 1994</i> it is reasonable for Council to manage/prevent nose nuisance particularly where adjoining land uses may be impacted.</p> <p>It is understood that noise is currently managed by an existing Liquor Licence (which applies to licensed areas within the development site).</p> <p>In this instance an acoustic impact assessment and recommendations (by a suitably qualified professional) would be the preferred method to accurately establish noise emission limits for the applicant to meet, and to which nearby residents/property could reasonably expect to encounter (as it applies to the entire development).</p> <p>In the absence of accurately determining such noise impacts (and strategies to mitigate unreasonable noise from the entire development), it is suggested that this Negotiated Decision retain general conditions acknowledging the need for the development to comply with noise regulations outlined in the <i>Environmental Protection Act 1994</i>.</p> <p>The recommended changed condition is considered a reasonable and relevant for this application.</p>
1) Recommendation
<p>GEN8 be removed and replaced with a general Noise Condition (now imposed as condition GEN7 of the negotiated conditions (in bold).</p>
HOURS OF OPERATION
<p>GEN11. Hours of operation shall be limited from 6am to 6pm Monday to Saturday, and 10am to 6pm Sundays (inclusive of servicing) unless otherwise amended by recommendations in an acoustic assessment report.</p>
2) Officer's Assessment
<p>Condition GEN11 was set in accordance with 'Default Noise' standards in the <i>Environmental Protection Act</i> in relation to potential open-air events, and the use of loud hailers/public address systems, and amplified music. Conditions for operating hours are usually set in accordance with 'Default Noise' standards in instances where they are not specified in a Planning Scheme or via recommendations in a noise impact assessment (produced by a suitably qualified person).</p> <p>In the absence of accurately determining any future noise impacts (and strategies to mitigate unreasonable noise), it is suggested that this Negotiated Decision retain general conditions acknowledging the need for the development to comply with noise regulations outlined in the <i>Environmental Protection Act 1994</i>.</p> <p>It is noted that the current operations operate outside those hours that were originally conditioned that are being challenged. Upon further assessment of the development, it is designed to minimise any noise impacts during operations and is of significant distance from any neighbouring sensitive receptors. Furthermore, the hours of operation imposed did not cater for the general nature operation. The modified noise condition will address any concerns should they arise at any time in the future.</p> <p>Further to the original representations, the applicant was contacted to confirm the desired hours of operation. It is recommended that the applicant's preferred hours of operation be included, but that operations also be required to comply with the Default Noise standards in the <i>Environmental Protection Act 1994</i>.</p>
2) Recommendation
<p>GEN11 be removed and replaced with a condition specifying hours of operation as shown at condition GEN10 in this report (in Bold).</p>

AMPLIFIED SOUND
<p>GEN13. There shall be no amplified sound (i.e. music, microphones or the like) installed within approved development as shown in condition GEN1 of this development permit, unless otherwise amended by recommendations in an acoustic assessment report submitted to Council.</p>
3) Officer’s Assessment
<p>Condition GEN13 was imposed on the premise that information relating to potential impacts from noise emissions from equipment used to project sound was not provided. Assessment of noise emissions (from amplified sources) should be appraised by a suitably qualified person via a noise impact assessment to ensure reasonable expectations for both the applicant and nearby residents/property owners.</p> <p>In undertaking a further inspection of the development and its design and taking into account its location to surrounding land uses, it has been determined that potential impacts emanating from amplified sound sources can be managed via condition GEN7.</p>
3) Recommendation
<p>Condition GEN13 be removed.</p>
ROADWORKS
<p>ENG21. At no cost to Council, upgrade the unsealed section of Waterview Drive from the end of the existing bitumen seal, through to the Dusty Hill Winery access, with a 6.5m wide Double/Double bitumen seal on an 8m gravel formation to Council standards. The upgrade shall include any additional pavement required and any ancillary works (e.g. culverts).</p> <p>Timing: Prior to commencement of use.</p> <p>Comment: Any road upgrade shall be carried out under an Operational Work permit with plans prepared by a Registered Professional Engineer Queensland.</p>
4) Officers Assessment
<p>This condition was imposed to address concerns by the submitter in relation to dust generation by vehicular movements along the unsealed section of Waterview Drive. Speed was also raised as an issue whereby higher speeds were also generating more dust. It is noted that Council has recently installed 50 km/h signage along this Drive which addresses safety concerns and will reduce but not eliminate dust generation.</p> <p>Council officer’s consider that sealing the road or a portion as discussed below is a reasonable and relevant condition to be imposed. In considering the representations, a modified condition is recommended.</p> <p>The requirements outlined at ENG21 were further considered by Council’s engineers and determined that whilst ENG21 is reasonable, a revised scope of road upgrade is acceptable as follows:</p> <ul style="list-style-type: none"> Revised recommended Condition ENG21 (in this report) requires the applicant upgrade the unsealed section of Waterview Drive at chainage 560, through to the Dusty Hill Winery gated access at chainage 900, with a 6.5m wide Double/Double bitumen seal on an 8m gravel formation to Council standards. The upgrade also must include any additional pavement required and any ancillary works (e.g. culverts) to support cul-de-sac movements prior to the gated access.

- Include a new condition (ENG22 in this report) requiring the applicant make a submission for a temporary road closure beyond the Dusty Hill Winery gate (as shown below).



4) Recommendation

ENG21 to be amended in accordance with the Council Engineer’s recommendation (as shown in this report).

ENG22 be included in accordance with the Council Engineer’s recommendation (as shown in this report). These are bolded in the negotiated decision recommendation.

4. CONCLUSION

In considering the representations made by the applicant, Council’s officers have outlined their review and recommendation herein. As a result, some conditions have been deleted and other modified. The recommendations are considered both reasonable and relevant considering further inspections, the intent of the planning scheme requirement, and consultation with the applicant and council officers.

5. RECOMMENDATIONS

That Council approve the Negotiated Decision Notice for a Development Permit for Material Change of Use for Function Facility and Food & Drink Outlet, and Reconfiguring a Lot for Access Easement at 20 Fork Hill Drive and 80 & 89 Waterview Drive MOFFATDALE (and described as Lot 1 on RP903441, Lot 131 on SP221464 and Lot 94 on SP210658) subject to the amended conditions package included within this report, and subject to the Statement of Reasons.

ATTACHMENTS

1. **Attachment A - Statement of Reasons** [↓](#)
2. **Attachment B - Approved Plans for MCU23/0008** [↓](#)
3. **Attachment C - Approved Plans for RAL23/0008** [↓](#)
4. **Attachment D - Infrastructure Charges Notice for MCU23/0008** [↓](#)
5. **Attachment E - Infrastructure Change Notice for RAL23/0008** [↓](#)
6. **Attachment F - Change Representations** [↓](#)

NOTICE ABOUT DECISION – STATEMENT OF REASONS

The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016

Applicant:	Dusty Joe's Pty Ltd C/- JDBA Certifiers
Application No:	MCU23/0008 & RAL23/0008
Proposal:	Material Change of Use – Function Facility and Food & Drink Outlet. Reconfiguring a Lot – Access Easement.
Street Address:	20 Fork Hill Drive MOFFATDALE. 80 & 89 Waterview Drive MOFFATDALE.
RP Description:	Lot 1 on RP903441 Lot 131 on SP221464 Lot 94 on SP210658
Assessment Type:	Impact
Number of Submissions:	One (1) Submission (received)

On 19 June 2024 the above development was recommended for:

- Approval
 Refusal

1. Reasons for the Decision

The reasons for this decision are:

- The subject site is located in the Rural Zone under the *South Burnett Regional Council Planning Scheme*, version 1.4.
- Total site area is 81.82ha.
- The site is occupied by existing structures that are used for Rural and Non-Rural Purposes and is commonly referred to as 'Dusty Hill Winery'.
- The site is currently used for cropping and small-scale tourist activities.
- The site is adjoined by lake Barambah and several Rural Residential Zoned properties.
- The proposed Function Facility & Food and Drink Outlet was determined to be consistent with the *South Burnett Regional Planning Scheme 2017 v1.4 Strategic Framework* (part 3- 'Rural Futures') which identifies Moffatdale as a preferred place for co-location of tourist activities (associated with a winery).
- The application was impact assessable and did not require referral to the *State Referral & Assessment Agency* (SARA).
- Function Facility & Food and Drink Outlet component of the development involves construction of new buildings/parking facilities, and conversion of existing buildings, however overall development footprint (proposed) is approximately 0.2% of the total site area.
- All new structures and proposed uses are separated by not less than 260m from the nearest sensitive use (being Rural Residential east of the development site).
- The New Easement (RAL) component seeks to implement a 6m wide easement and driveway over Lot 1 on RP903441 in favour of Lot 131 on SP221464 for access purposes.
- One properly made submission was made objecting to the proposed development, issues related to dust, & traffic hazards.

- Conditions relating to noise are amended to specify that 'noise level' must not exceed those generally expected in the Environmental Protection Act and applicable regulations.
- Conditions relating to sealing of trafficable surfaces (within the accepted road reserve) are identified.
- Further requirements imposed to close those sections of road reserve that are not to be sealed/upgraded.

2. Assessment Benchmarks

The following are the benchmarks apply to this development:

- Strategic Framework;
- Rural Residential Zone Code; and
- Services and Works Code.

3. Compliance with Benchmarks

The development was assessed against all the assessment benchmarks listed above and complies with all of these or can be conditioned to comply.

Note: Each application submitted to Council is assessed individually on its own merit.

DRAWING SCHEDULE

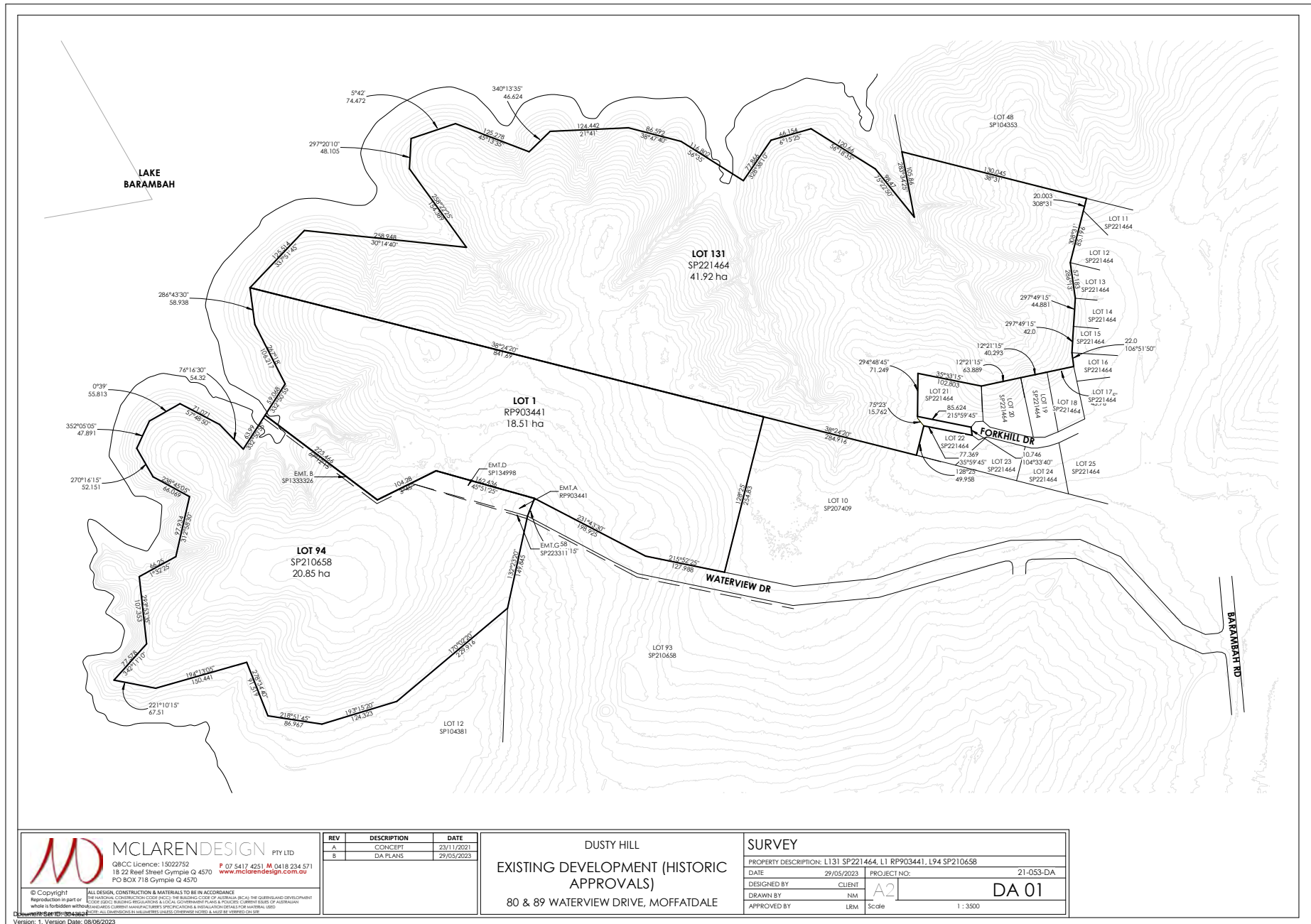
- DA 00 COVERSHEET
- DA 01 SURVEY PLAN
- DA 02 SITE PLAN
- DA 03 RESTAURANT & DISTILLERY SITE PLAN
- DARD 01 DISTILLERY FLOOR PLAN
- DARD 02 DISTILLERY DIMENSION PLAN
- DARD 03 DISTILLERY ELEVATIONS
- DARD 04 RESTAURANT FLOOR PLAN
- DARD 05 RESTAURANT MEZZANINE FLOOR PLAN
- DARD 06 RESTAURANT DIMENSION PLAN
- DARD 07 DISTILLERY STORE ROOM FLOOR PLAN
- DARD 08 RESTAURANT ELEVATIONS
- DARD 09 RESTAURANT ELEVATIONS
- DARD 10 RESTAURANT & DISTILLERY SECTIONS
- DARD 11 RESTAURANT & DISTILLERY SECTIONS
- DACP 00 COVERSHEET - COOPERAGE
- DACP 01 COOPERAGE FLOOR PLAN
- DACP 02 COOPERAGE ELEVATIONS
- DACP 03 COOPERAGE ELEVATIONS
- DACH 00 COVERSHEET - CHAPEL
- DACH 01 CHAPEL FLOOR PLAN
- DACH 02 CHAPEL ELEVATIONS
- DACH 03 CHAPEL ELEVATIONS
- DACF 00 COVERSHEET - CAFE
- DACF 01 CAFE FLOOR PLAN
- DACF 02 CAFE CELLAR FLOOR PLAN
- DACF 03 CAFE ELEVATIONS
- DACF 04 CAFE ELEVATIONS
- DAEMT 01 PROPOSED EASEMENT PLAN

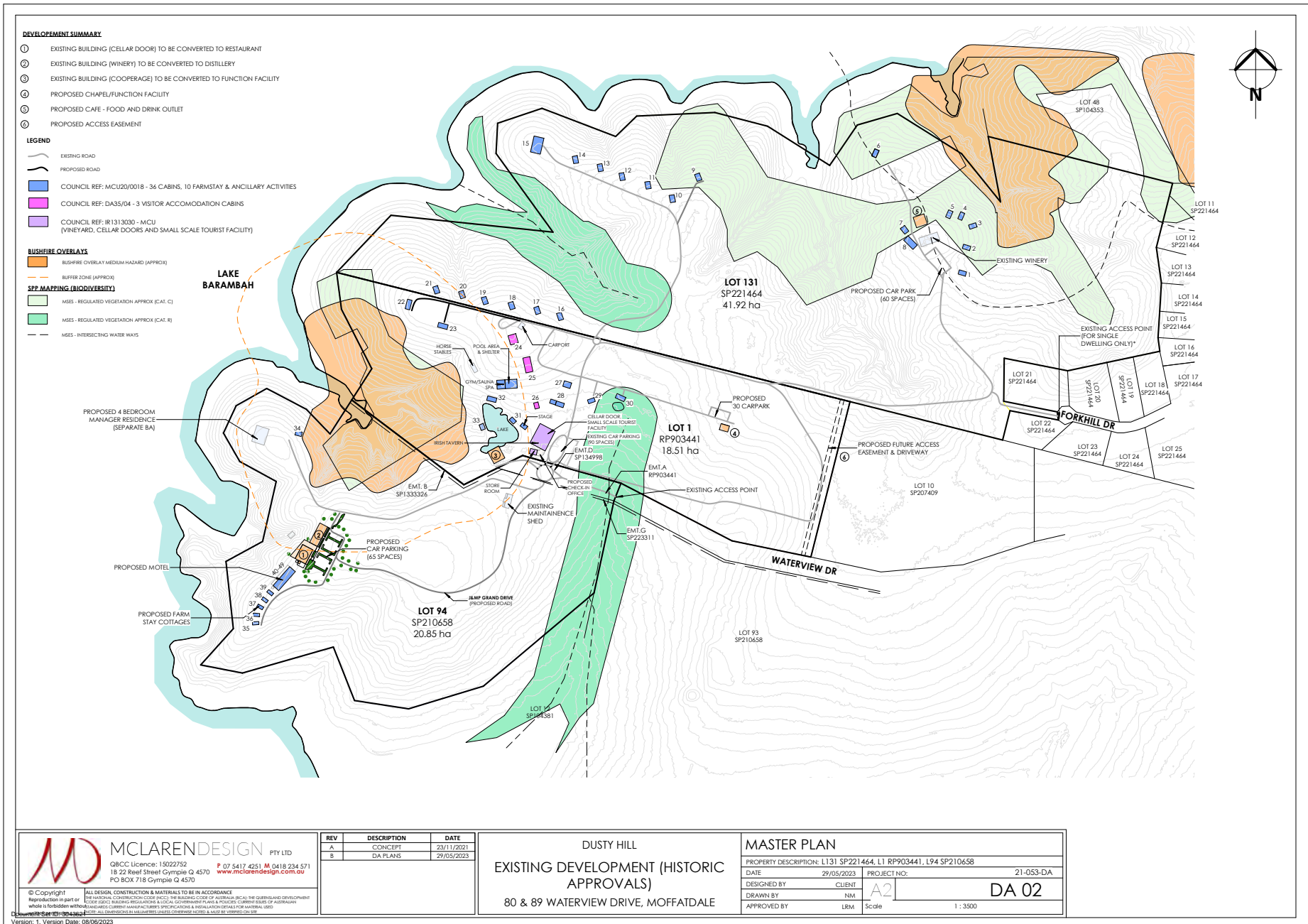
EXISTING DEVELOPMENT (HISTORIC APPROVALS)
80 & 89 WATERVIEW DRIVE, MOFFATDALE
DUSTY HILL



① PERSPECTIVE - RESTAURANT & DISTILLERY
ARTIST IMPRESSION ONLY

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	REV	DESCRIPTION	DATE									
A	CONCEPT	09/07/2020										
B	DA PLANS	29/05/2023										
<p>Version: 1, Version Date: 06/06/2023</p>												





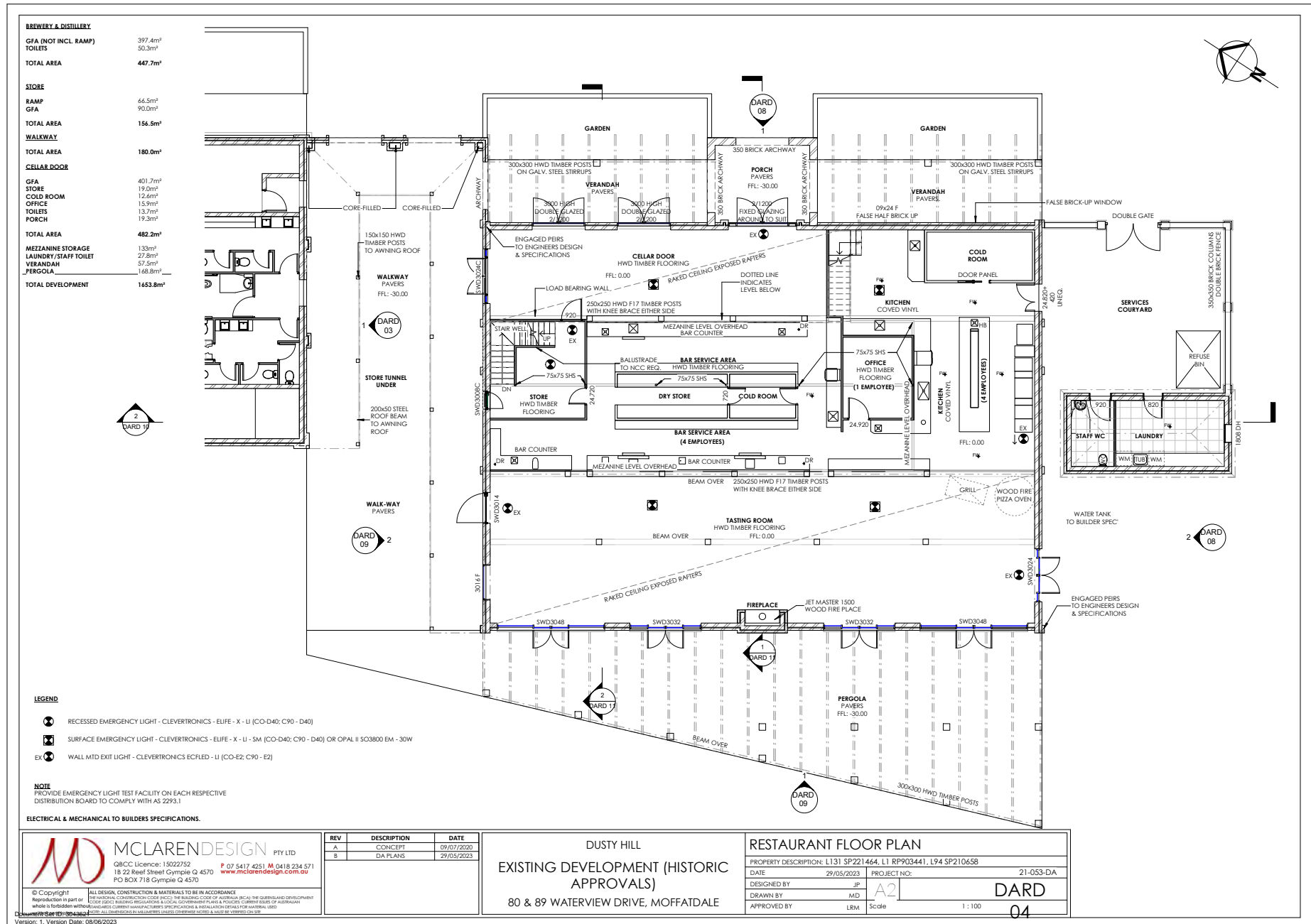
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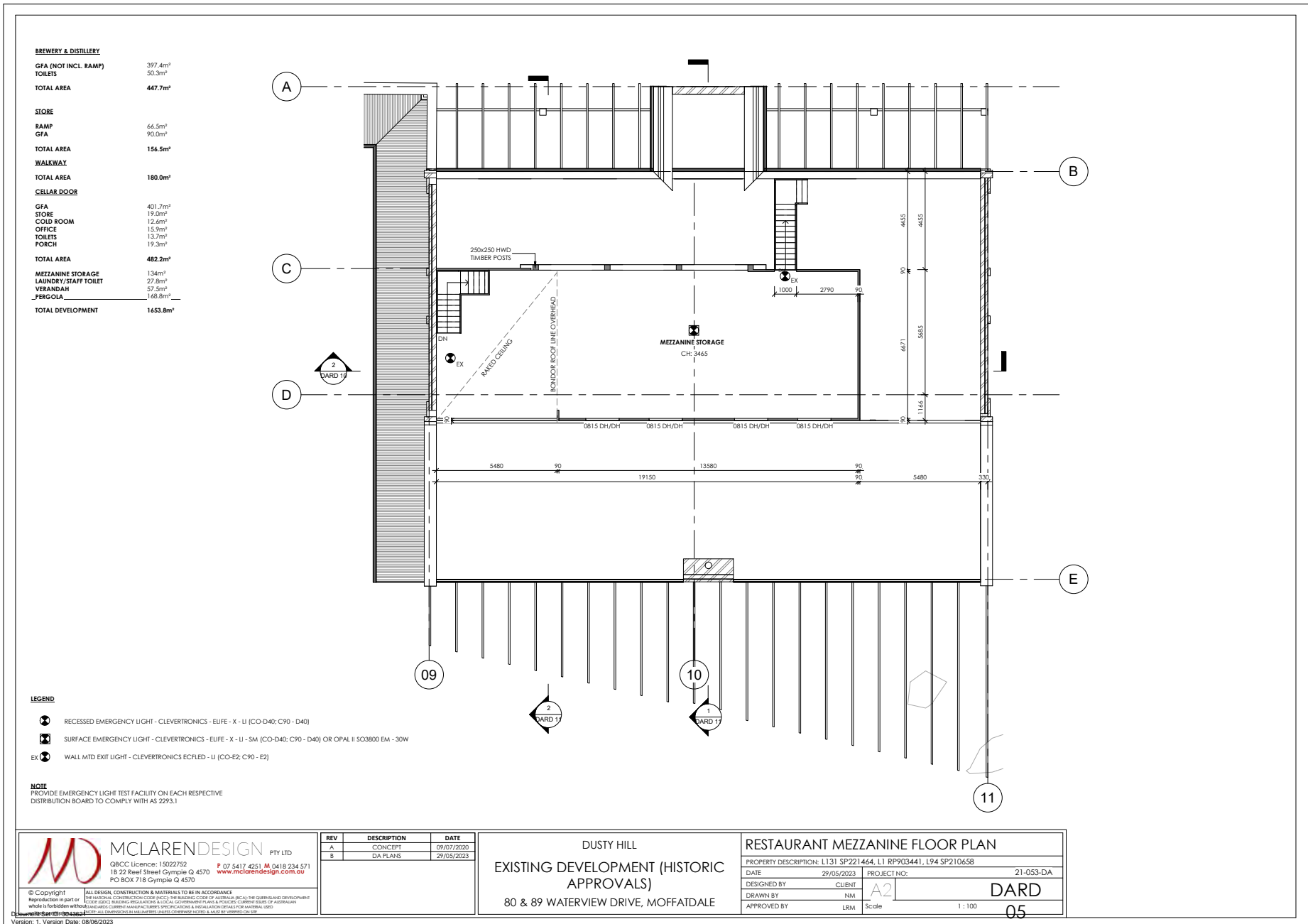
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B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

MASTER PLAN	
PROPERTY DESCRIPTION: L131 SP221464, L1 RP903441, L94 SP210658	
DATE: 29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY: NMI	CLIENT: DA 02
DRAWN BY: NMI	APPROVED BY: LRM
Scale: 1:3500	





LEGEND

- ⊗ RECESSED EMERGENCY LIGHT - CLEVERTRONICS - ELIFE - X - U (CO-D40; C90 - D40)
- ⊠ SURFACE EMERGENCY LIGHT - CLEVERTRONICS - ELIFE - X - U - SM (CO-D40; C90 - D40) OR OPAL II 503800 EM - 30W
- ⊗ EX WALL MTD EXIT LIGHT - CLEVERTRONICS ECFLD - U (CO-E2; C90 - E2)

NOTE
 PROVIDE EMERGENCY LIGHT TEST FACILITY ON EACH RESPECTIVE DISTRIBUTION BOARD TO COMPLY WITH AS 2293.1

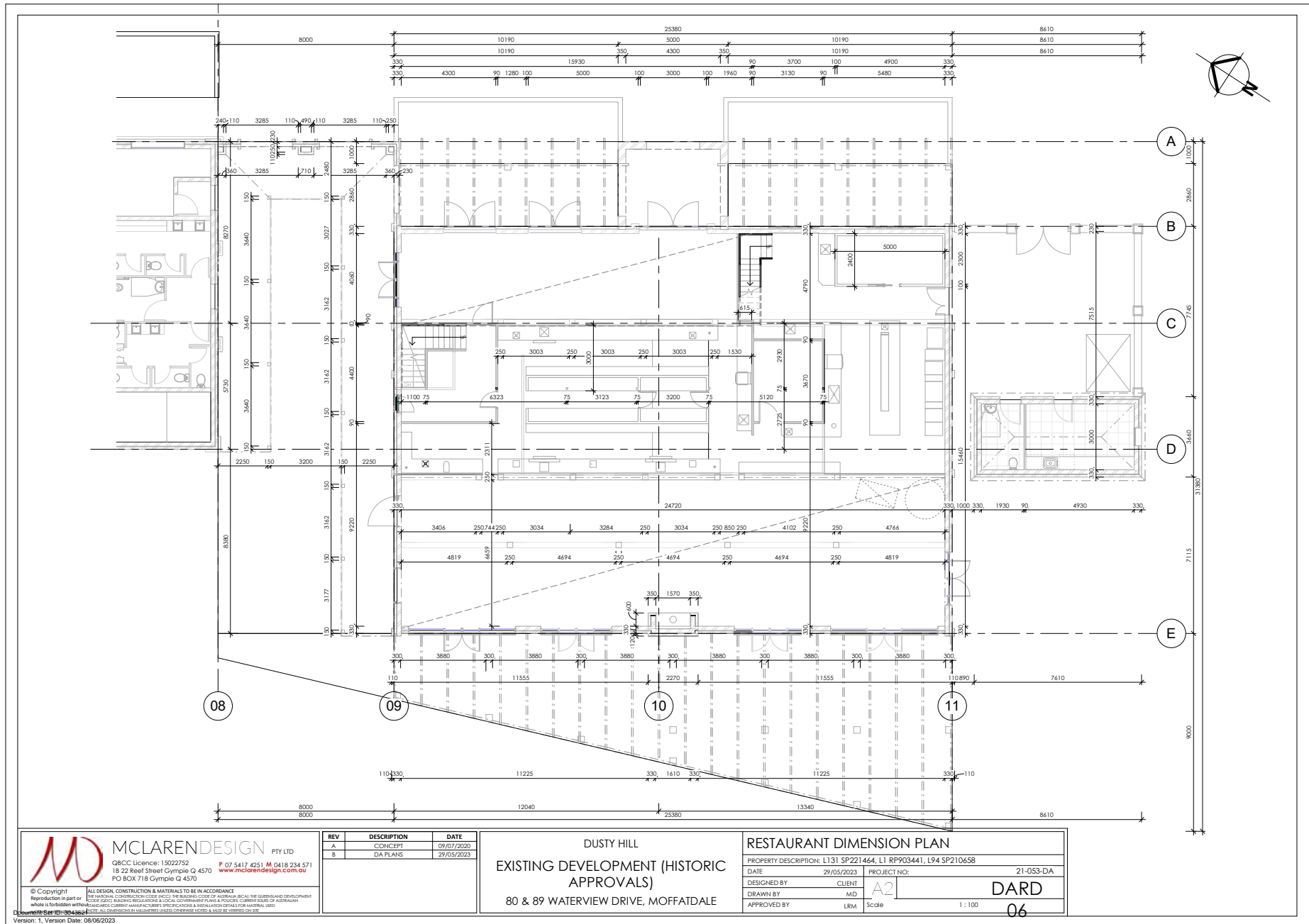
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DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

RESTAURANT MEZZANINE FLOOR PLAN		
PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE:	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY:	CLIENT	
DRAWN BY:	NMI	DARD
APPROVED BY:	LKM	Scale 1:100

Version: 1, Version Date: 06/06/2023



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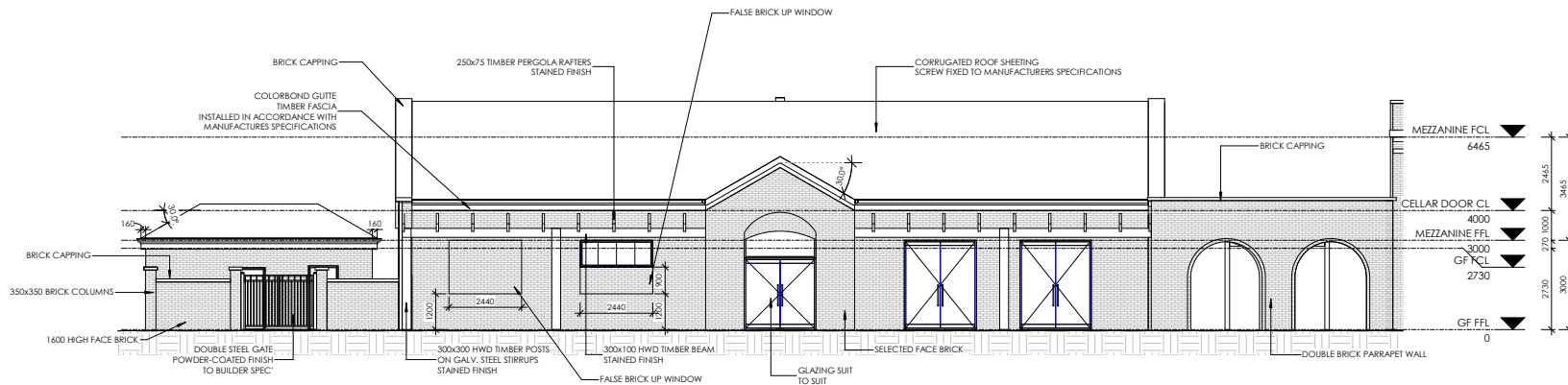
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DUSTY HILL
EXISTING DEVELOPMENT (HISTORIC APPROVALS)
80 & 89 WATERVIEW DRIVE, MOFFATDALE

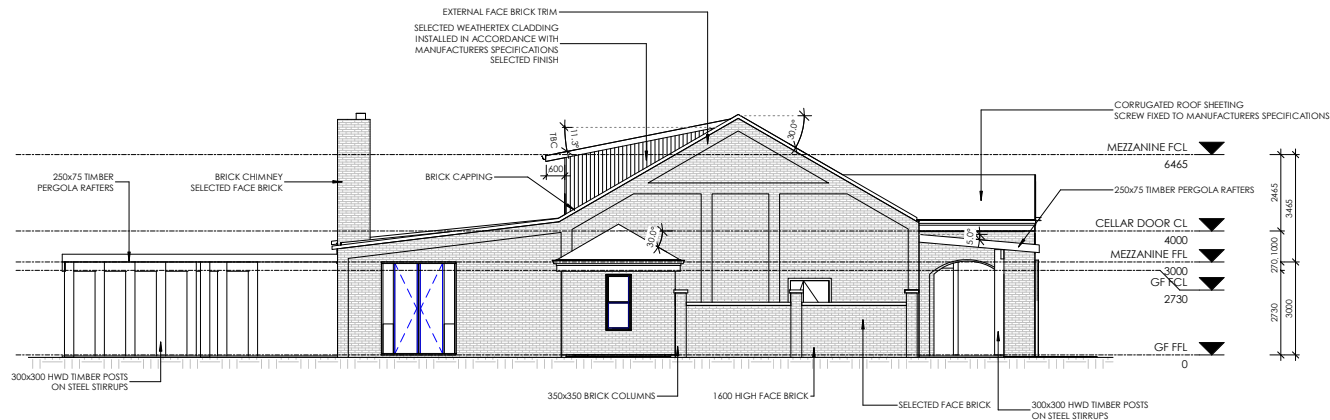
RESTAURANT DIMENSION PLAN

PROPERTY DESCRIPTION: L131 SP221464, L1 RP903441, L94 SP210658
 DATE: 29/05/2023 PROJECT NO: 21-053-DA
 DESIGNED BY: CLIENT: **A2**
 DRAWN BY: MD
 APPROVED BY: LKM Scale: 1:100

DARD
06



1 Restaurant Elevation 1
1 : 100



2 Restaurant Elevation 2
1 : 100

NOTE
ALL BRICKWORK DETAILING TO BUILDER SPEC

IMPORTANT NOTE
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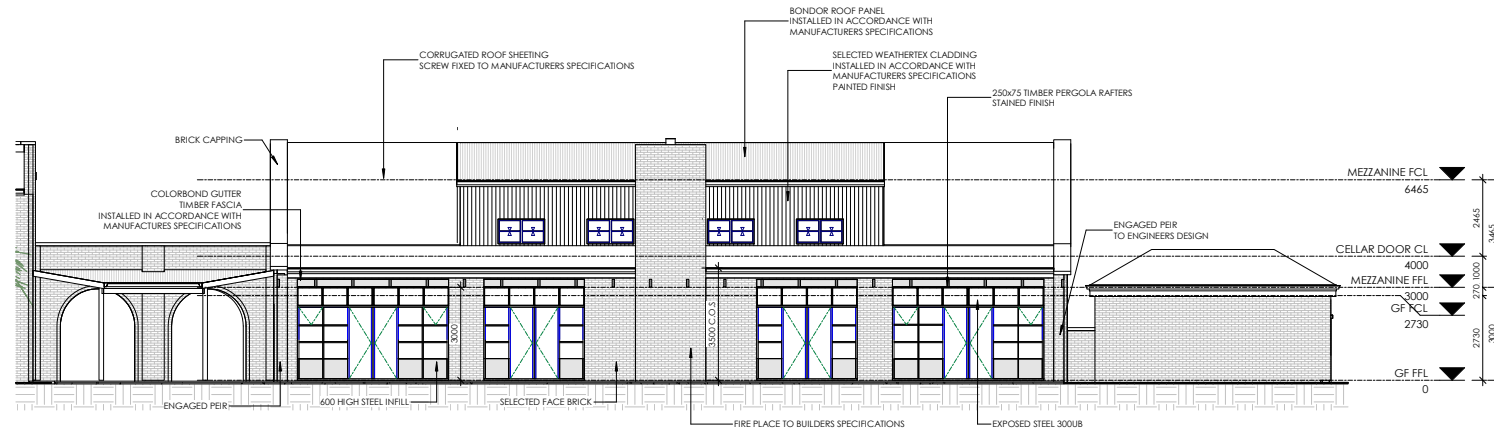
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DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

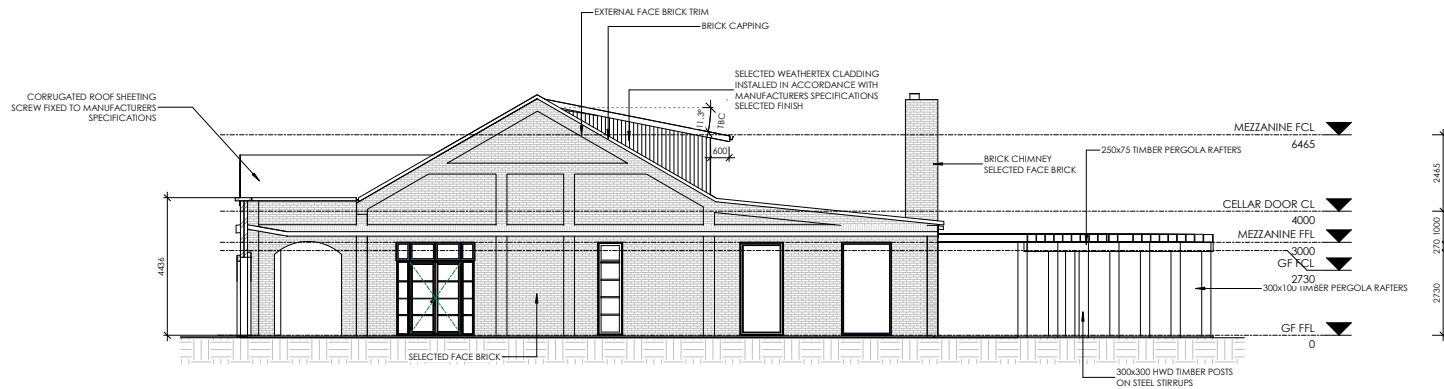
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PROPERTY DESCRIPTION: L131 SP221464, L1 RP903441, L94 SP210658	PROJECT NO: 21-053-DA
DATE: 29/05/2023	DESIGNED BY: NMI
DRAWN BY: LRM	CLIENT: A2
APPROVED BY: LRM	Scale: 1:100

DARD
08

Version: 1, Version Date: 08/06/2023



① Restaurant Elevation 3
1 : 100



② Restaurant Elevation 4
1 : 100

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DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

ELEVATIONS - CELLAR DOOR & TASTING ROOM		
PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE:	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY:	CLIENT	
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EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE
 DUSTY HILL



① PERSPECTIVE - COOPERAGE
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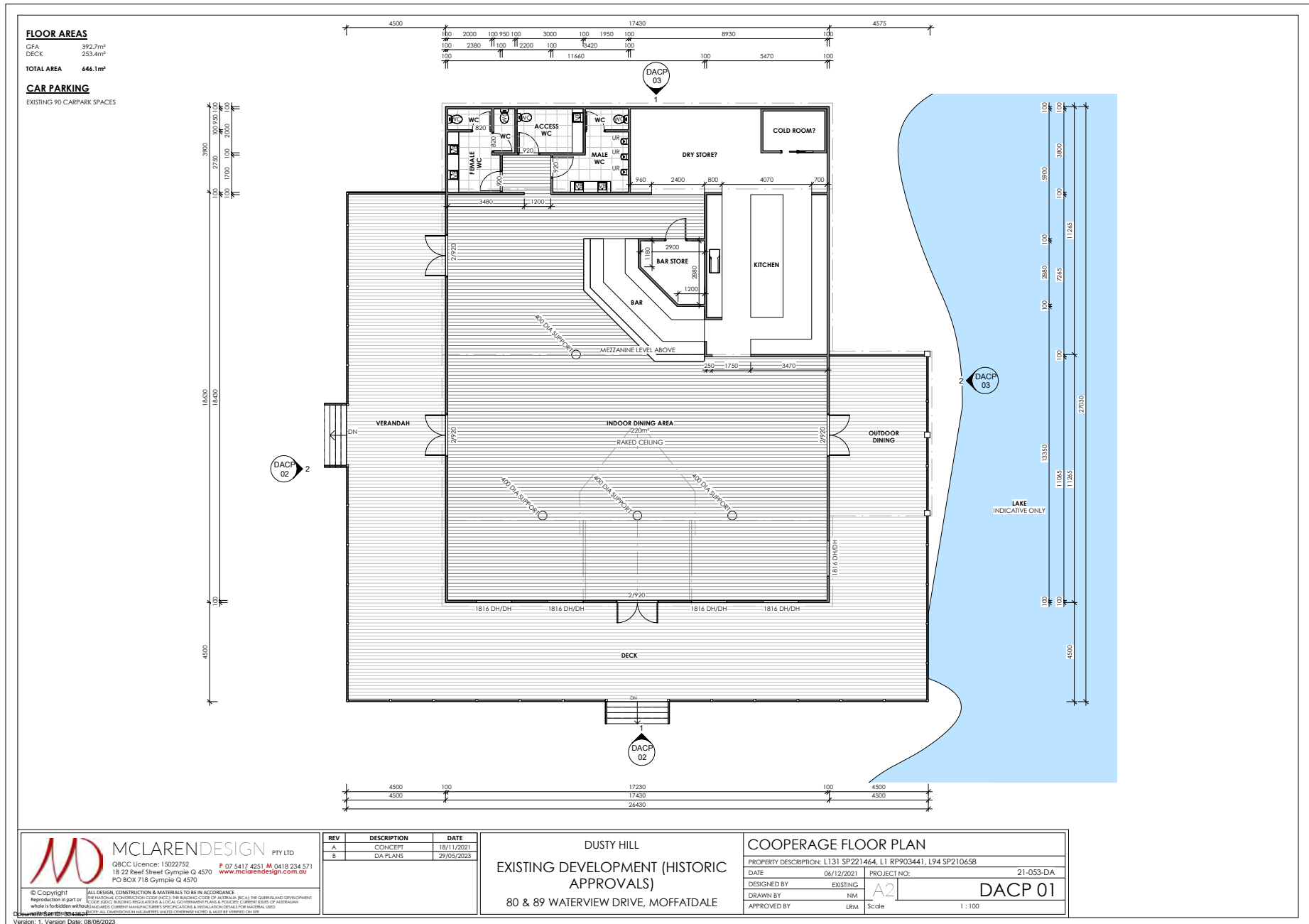
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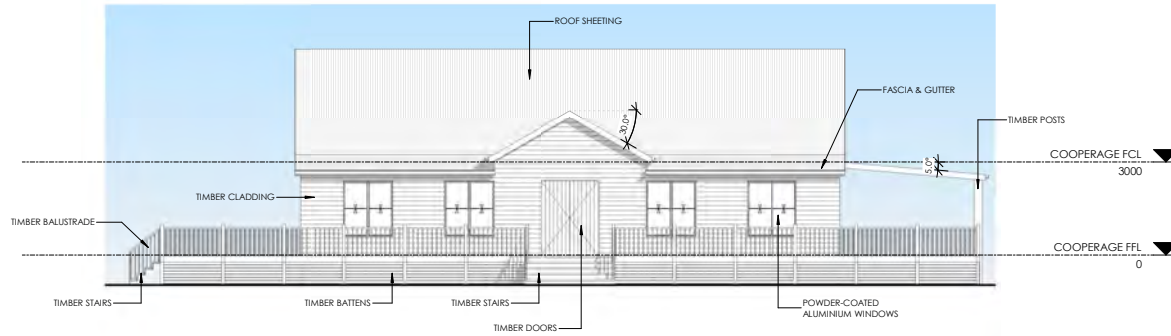
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DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

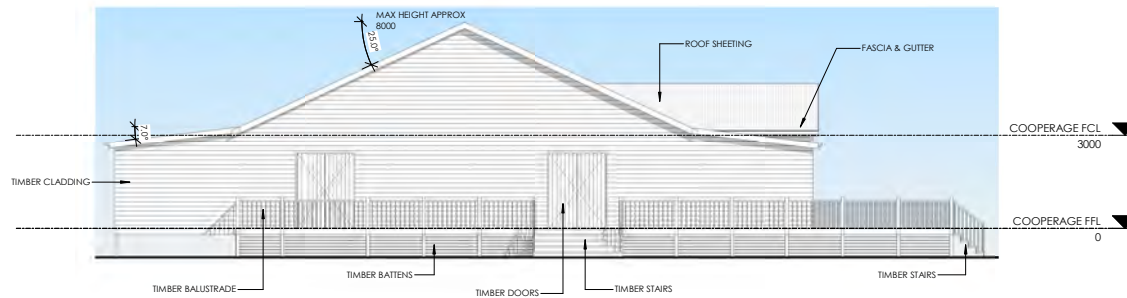
COVER SHEET - COOPERAGE	
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DATE: 06/12/2021	DESIGNED BY: NMI
EXISTING: NMI	DRAWN BY: NMI
APPROVED BY: LRM	Scale: A2
	DACP 00

Version: 1, Version Date: 06/06/2023





① Cooperage Elevation 1
1 : 100



② Cooperage Elevation 2
1 : 100

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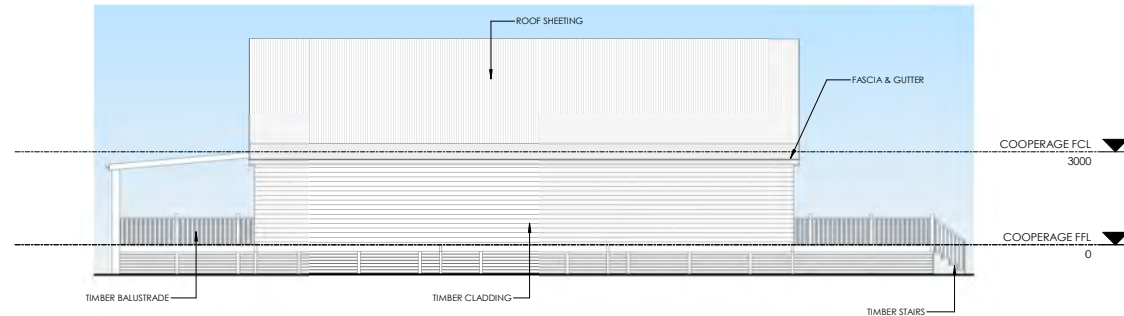
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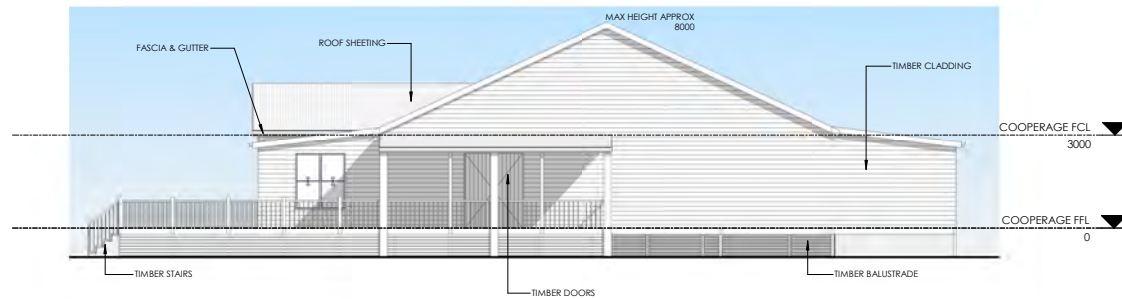
DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

COOPERAGE ELEVATIONS	
PROPERTY DESCRIPTION: L131 SP221464, L1 RP903441, L94 SP210658	
DATE: 06/12/2021	PROJECT NO: 21-053-DA
DESIGNED BY: NMI	DRAWN BY: DACP 02
EXISTING: A2	APPROVED BY: LRM
Scale: 1 : 100	

Version: 1, Version Date: 06/06/2023



① Cooperage Elevation 3
1 : 100



② Cooperage Elevation 4
1 : 100

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DUSTY HILL
 EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE

COOPERAGE ELEVATIONS	
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DATE: 06/12/2021	DESIGNED BY: NMI
EXISTING: NMI	APPROVED BY: LRM
Scale: 1 : 100	DACP 03

Version: 1, Version Date: 06/06/2023



**EXISTING DEVELOPMENT
(HISTORIC APPROVALS)**
80 & 89 WATERVIEW DRIVE,
MOFFATDALE
DUSTY HILL

1

PERSPECTIVE - CHAPEL

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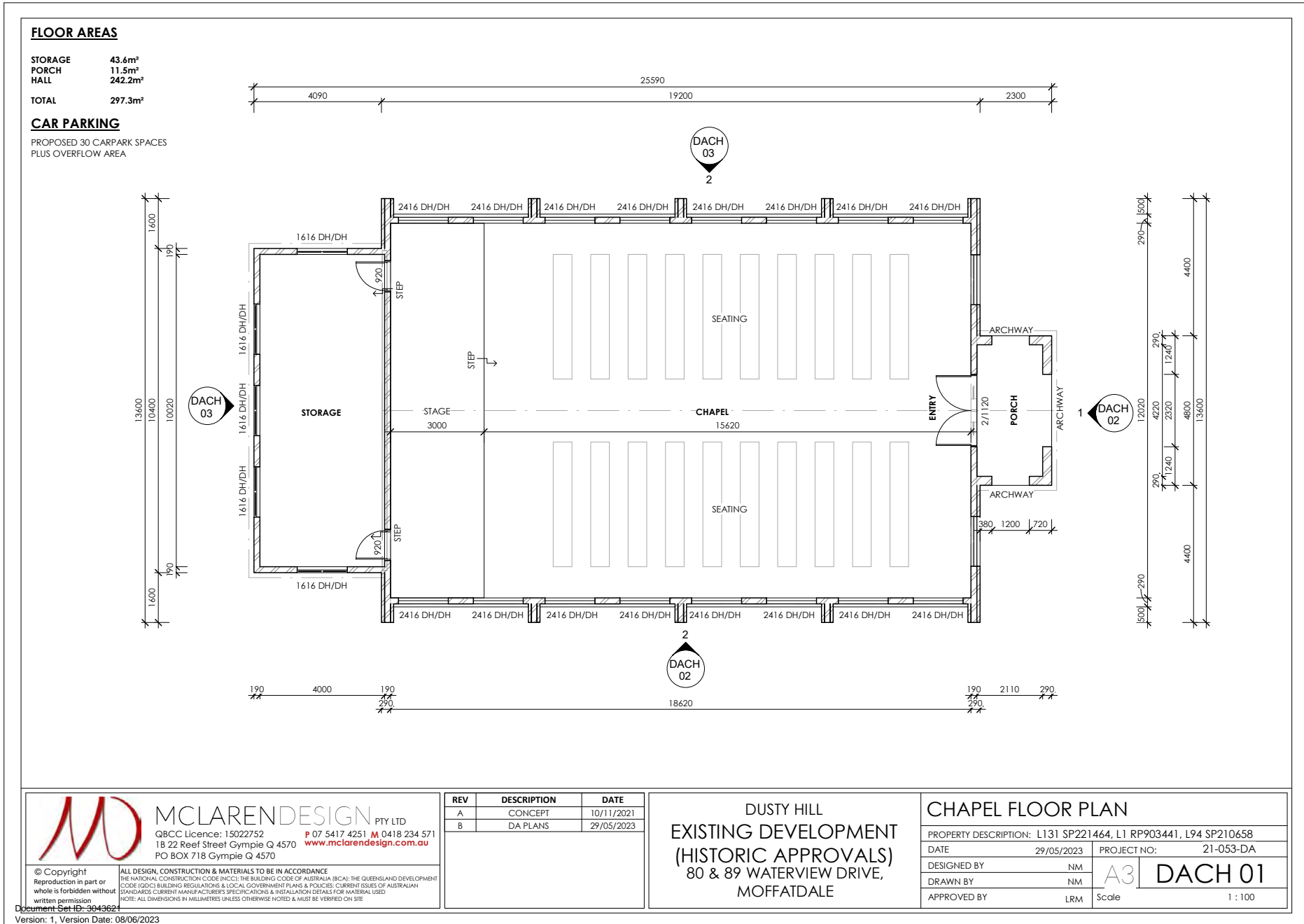
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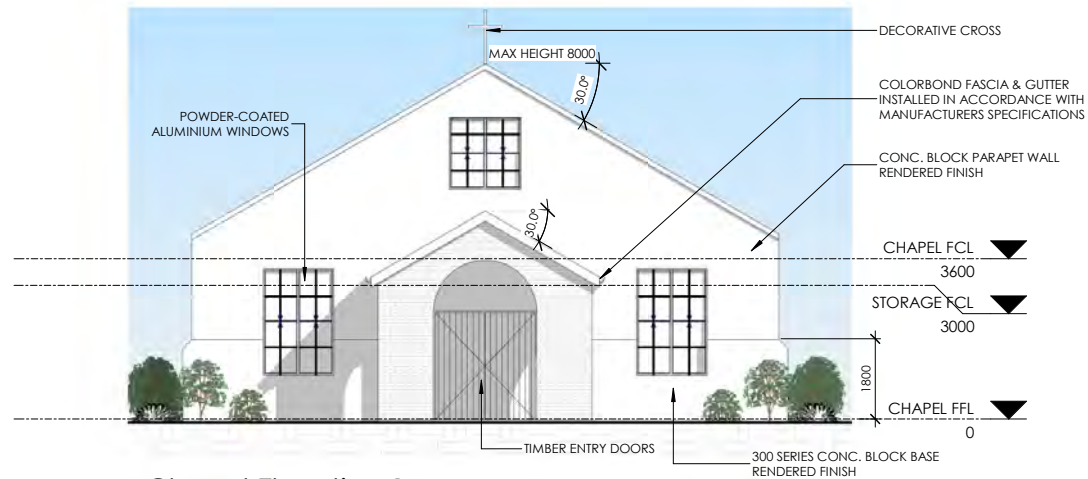
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DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

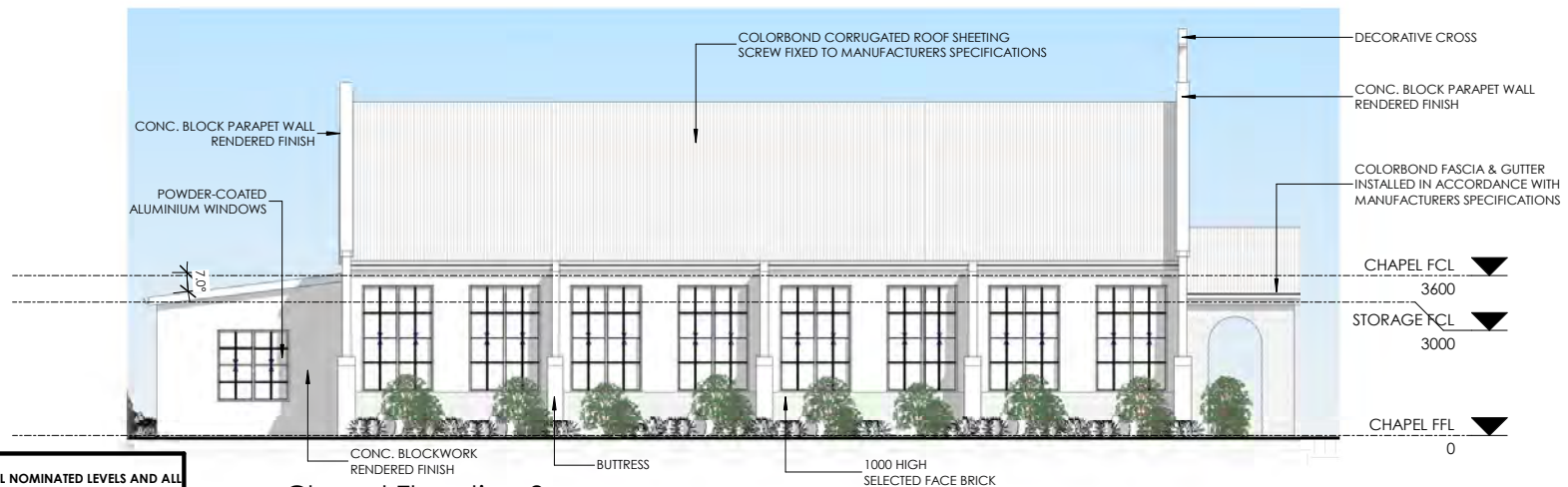
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DATE	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY	NM	A3 DACH 00
DRAWN BY	NM	
APPROVED BY	LRM	Scale

Version: 1, Version Date: 08/06/2023





① Chapel Elevation 1
1 : 100



② Chapel Elevation 2
1 : 100

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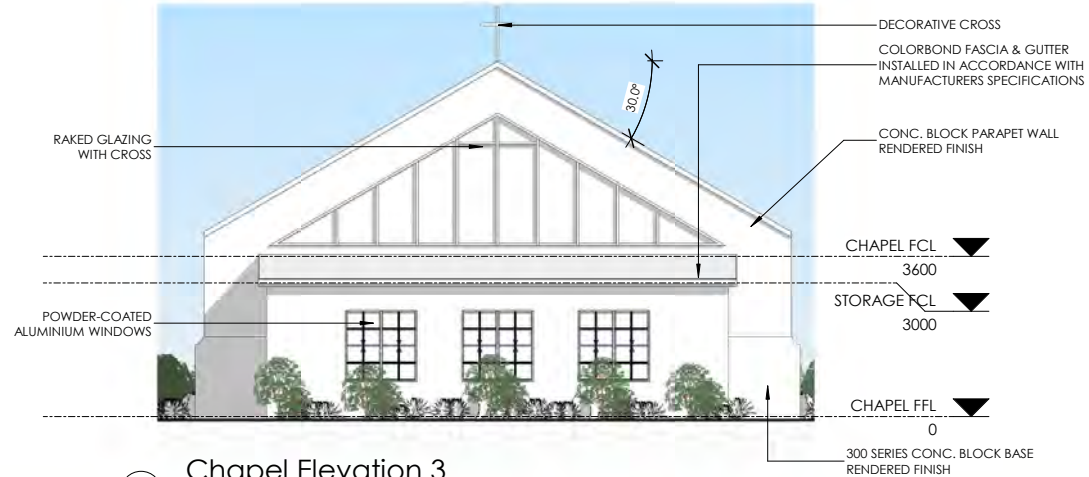
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DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

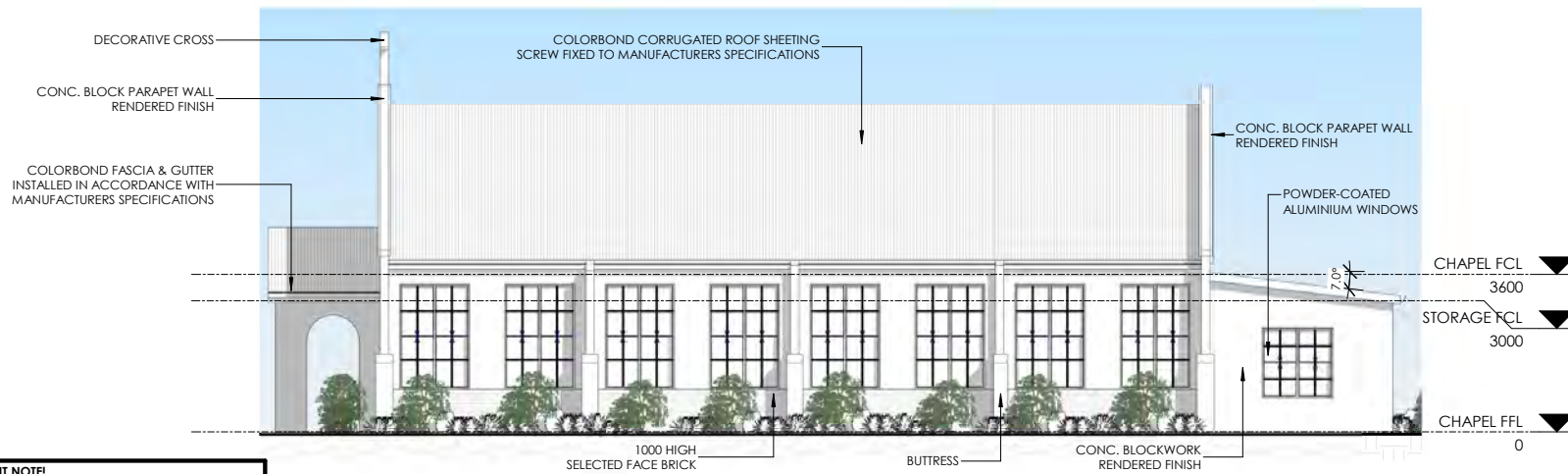
CHAPEL ELEVATIONS

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DRAWN BY	NM
APPROVED BY	LRM
PROJECT NO:	21-053-DA
A3	
DACH 02	
Scale	1 : 100

Document Set ID: 964362
 Version: 1, Version Date: 08/06/2023



① Chapel Elevation 3
1 : 100



② Chapel Elevation 4
1 : 100

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 NOTE: ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE NOTED & MUST BE VERIFIED ON SITE

REV	DESCRIPTION	DATE
A	CONCEPT	10/11/2021
B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

CHAPEL ELEVATIONS		
PROPERTY DESCRIPTION: L131 SP221464, L1 RP903441, L94 SP210658		
DATE	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY	NM	A3 DACH 03
DRAWN BY	NM	
APPROVED BY	LRM	Scale 1 : 100

Document Set ID: 964362
 Version: 1, Version Date: 08/06/2023

EXISTING DEVELOPMENT (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE, MOFFATDALE
 DUSTY HILL



① PERSPECTIVE - CAFE
 ILLUSTRATION ONLY

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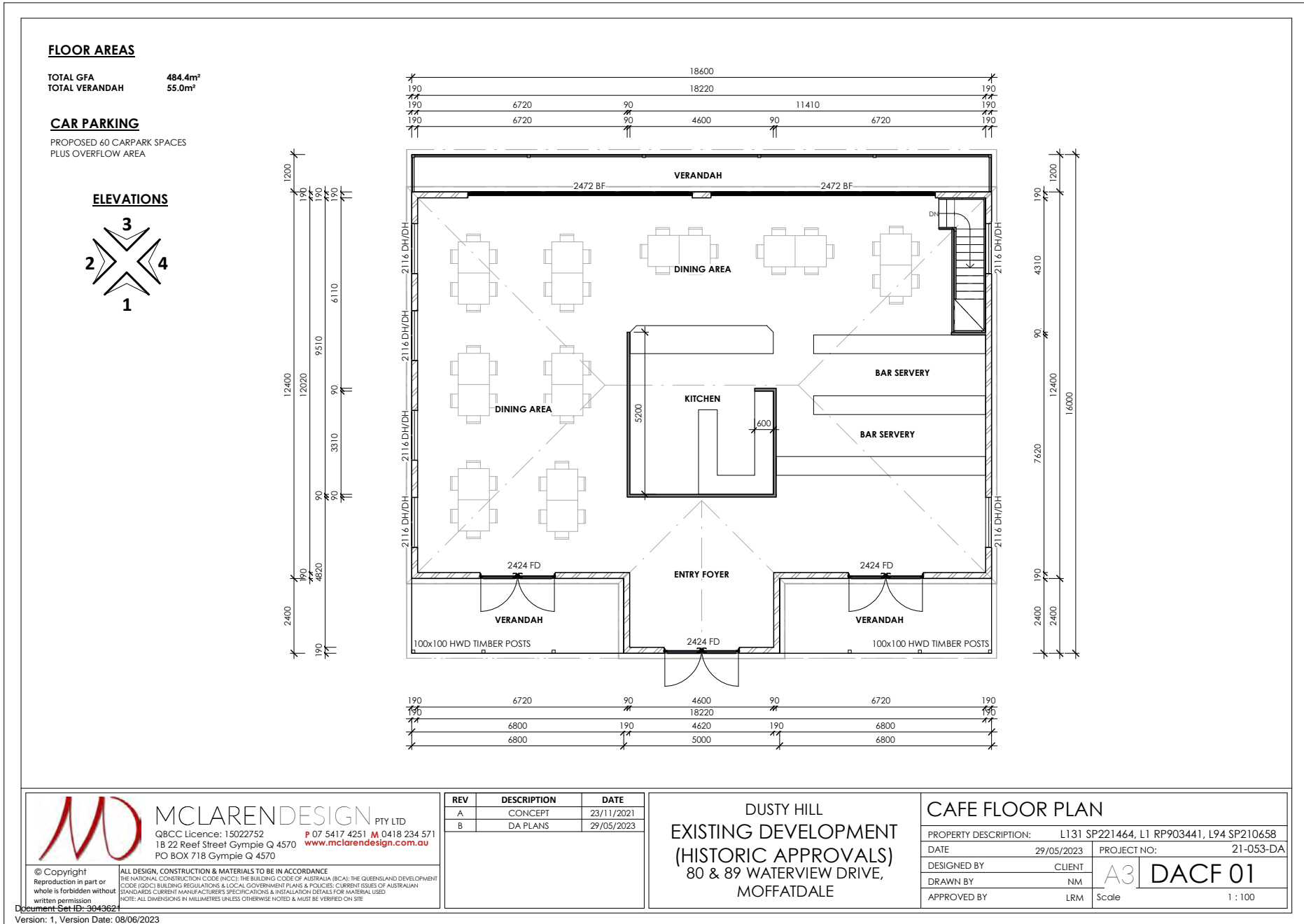
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 STANDARDS, CURRENT MANUFACTURER'S SPECIFICATIONS & INSTALLATION DETAILS FOR MATERIAL USED
 NOTE: ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE NOTED & MUST BE VERIFIED ON SITE

REV	DESCRIPTION	DATE
A	CONCEPT	23/11/2021
B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

COVER SHEET - CAFE		
PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY	CLIENT	A3 DACF 00
DRAWN BY	NM	
APPROVED BY	LRM	Scale

Version: 1, Version Date: 08/06/2023



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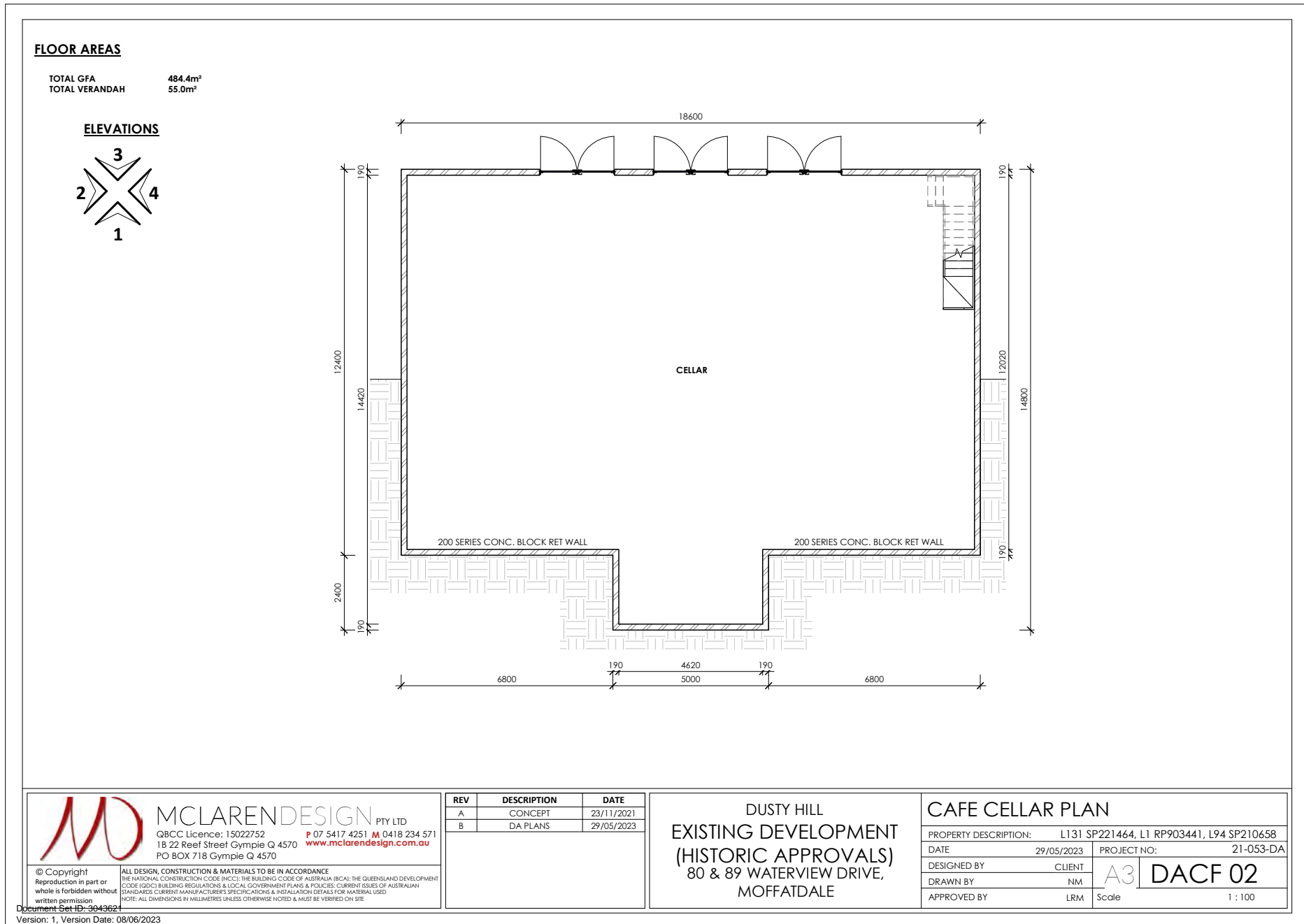
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 (THE NATIONAL CONSTRUCTION CODE (NCC); THE BUILDING CODE OF AUSTRALIA (BCA); THE QUEENSLAND DEVELOPMENT
 CODE (QDC) BUILDING REGULATIONS & LOCAL GOVERNMENT PLANS & POLICIES; CURRENT ISSUES OF AUSTRALIAN
 STANDARDS; CURRENT MANUFACTURER'S SPECIFICATIONS & INSTALLATION DETAILS FOR MATERIAL USED
 NOTE: ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE NOTED & MUST BE VERIFIED ON SITE

REV	DESCRIPTION	DATE
A	CONCEPT	23/11/2021
B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

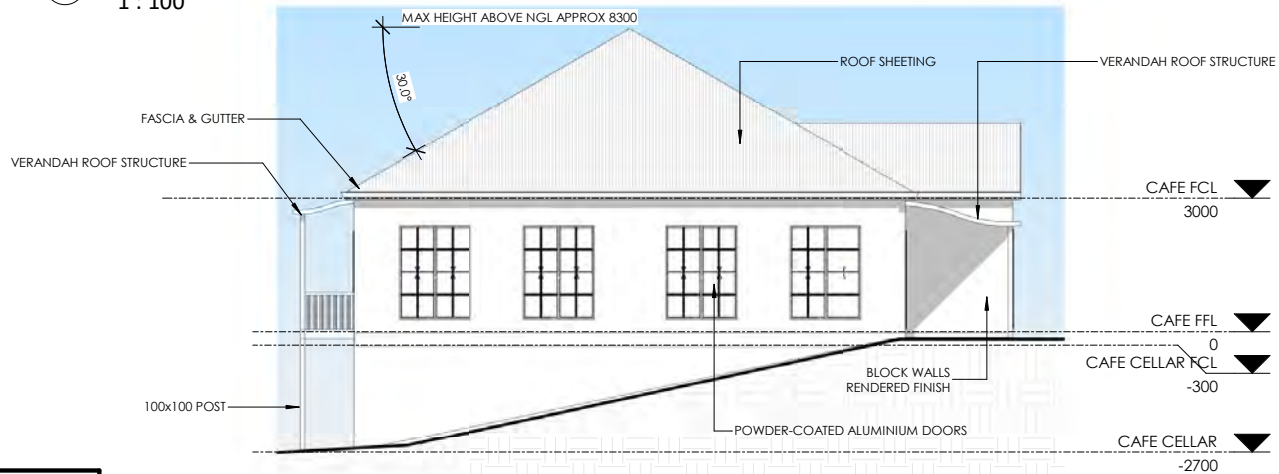
CAFE FLOOR PLAN		
PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY	CLIENT	A3
DRAWN BY	NM	
APPROVED BY	LRM	Scale 1 : 100

Document Set ID: 964362
 Version: 1, Version Date: 08/06/2023





① Cafe Elevation 1
1 : 100



② Cafe Elevation 2
1 : 100

IMPORTANT NOTE
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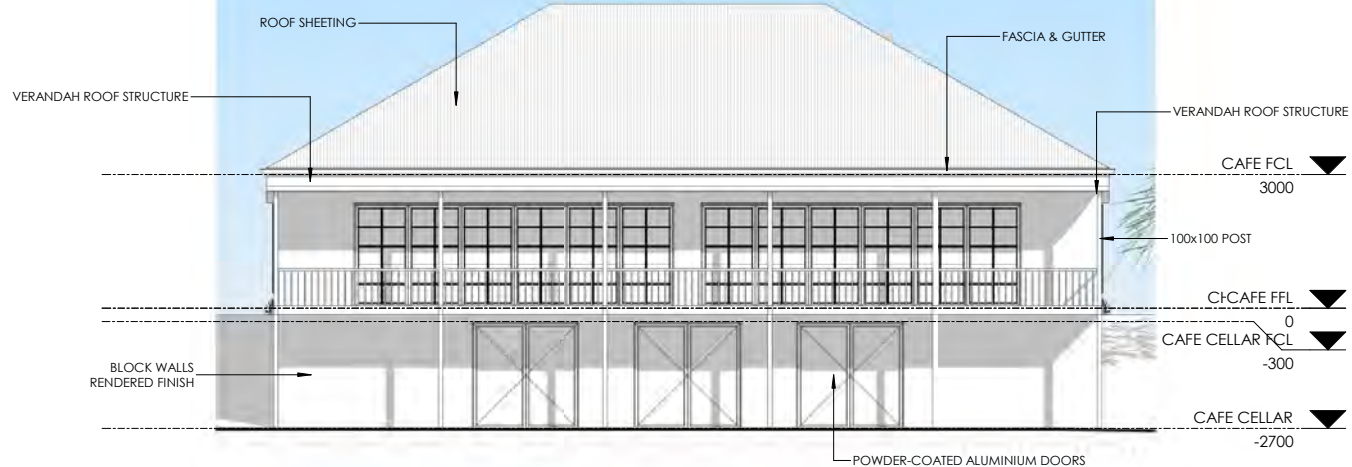
REV	DESCRIPTION	DATE
A	CONCEPT	23/11/2021
B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

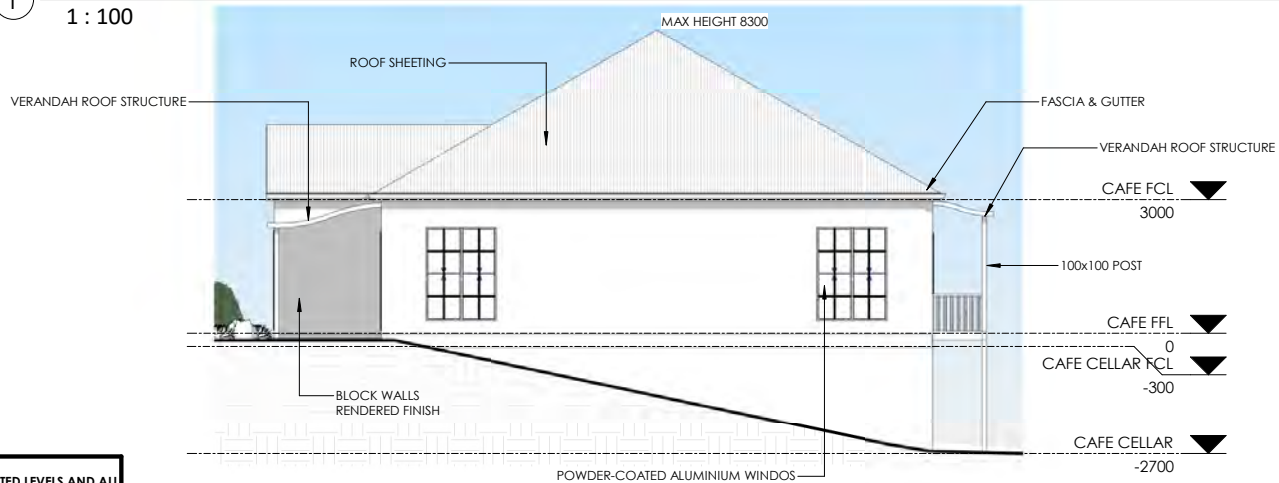
CAFE ELEVATIONS

PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE	29/05/2023	PROJECT NO: 21-053-DA
DESIGNED BY	CLIENT	A3 DACF 03
DRAWN BY	NM	
APPROVED BY	LRM	Scale 1 : 100

Document Set ID: 964362
 Version: 1, Version Date: 08/06/2023



① Cafe Elevation 3
1 : 100



② Cafe Elevation 4
1 : 100

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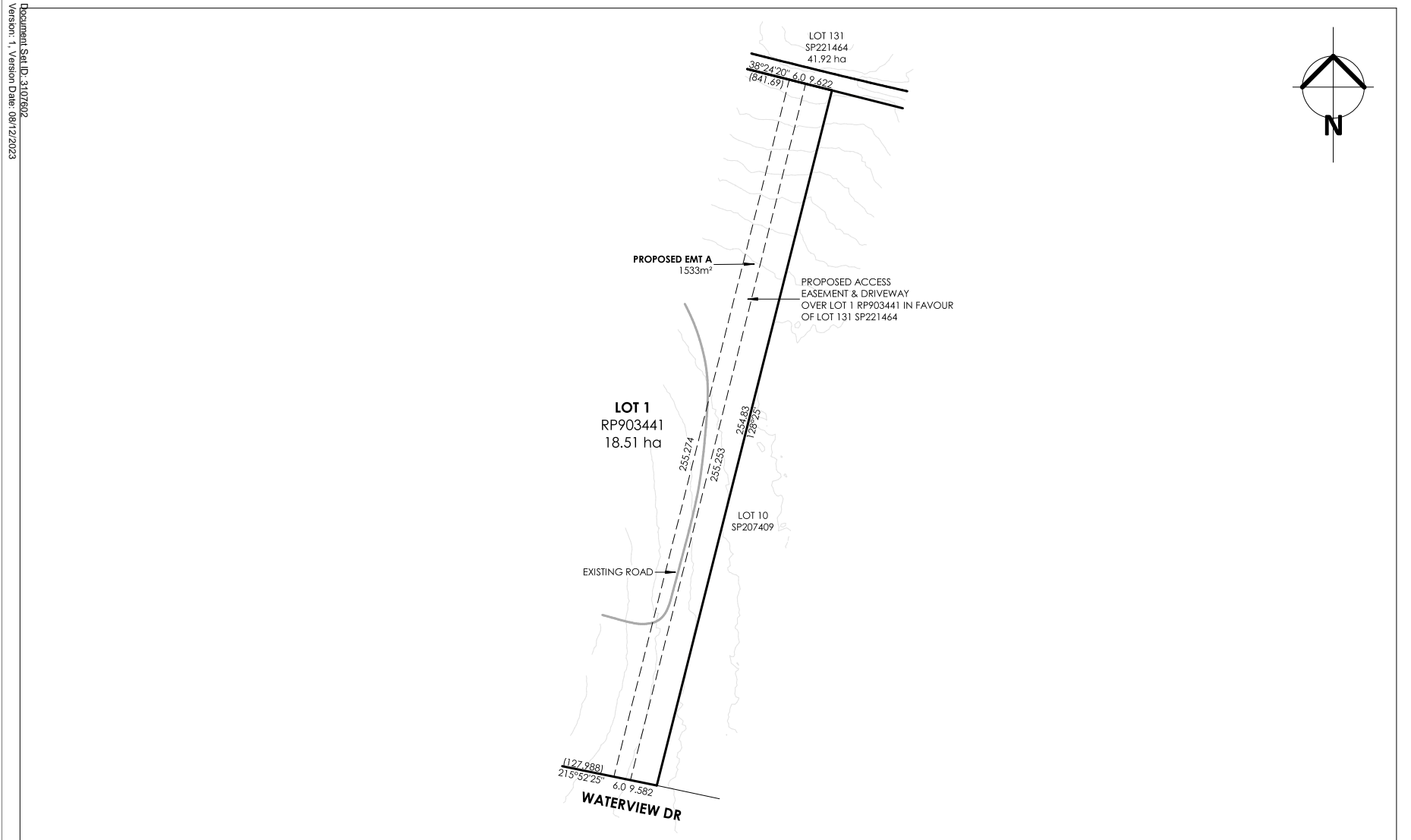
REV	DESCRIPTION	DATE
A	CONCEPT	23/11/2021
B	DA PLANS	29/05/2023

DUSTY HILL
 EXISTING DEVELOPMENT
 (HISTORIC APPROVALS)
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

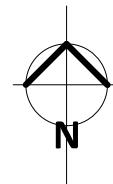
CAFE ELEVATIONS

PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658		
DATE	29/05/2023	PROJECT NO:	21-053-DA
DESIGNED BY	CLIENT	A3	DACF 04
DRAWN BY	NM		
APPROVED BY	LRM	Scale	1 : 100

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 Version: 1, Version Date: 08/06/2023



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Version: 1, Version Date: 08/12/2023



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REV	DESCRIPTION	DATE
A	CONCEPT	23/11/2021
B	DA PLANS	06/12/2021

DUSTY HILL
 HOTEL & ASSOCIATED
 DEVELOPMENT
 80 & 89 WATERVIEW DRIVE,
 MOFFATDALE

PROPOSED EASEMENT PLAN		
PROPERTY DESCRIPTION:	L131 SP221464, L1 RP903441, L94 SP210658	
DATE	06/12/2021	PROJECT NO: 21-053-DA
DESIGNED BY	CLIENT	A3 DAEMT 01
DRAWN BY	NM	
APPROVED BY	LRM	Scale 1 : 1200

INFRASTRUCTURE CHARGES NOTICE

(Section 119 of the Planning Act 2016)

APPLICANT: Dusty Joe's Pty Ltd
C/- JDBA Certifiers
PO Box 1365
MOOLOOLABA QLD 4557

APPLICATION: Combined application for Material Change of Use (Tourist Attraction - Agritourism) and Reconfiguring a Lot (Access Easement)

DATE: 24/04/2024

FILE REFERENCE: MCU23/0008

AMOUNT OF THE LEVIED CHARGE: **\$42,527.00** **Total**
(Details of how these charges were calculated are shown overleaf)

\$0.00	Water Supply Network
\$0.00	Sewerage Network
\$42,527.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$0.00	Stormwater Network

AUTOMATIC INCREASE OF LEVIED CHARGE: The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

LAND TO WHICH CHARGE APPLIES: Lot 131 on SP221464, Lot 1 on RP903441, and Lot 94 on SP210658

SITE ADDRESS: 20 Fork Hill Dr, Moffatdale and 88 & 89 Waterview Dr, Moffatdale

PAYABLE TO: **South Burnett Regional Council**

WHEN PAYABLE: Material Change of Use – When the change happens.
(In accordance with the timing stated in Section 122 of the Planning Act 2016)

OFFSET OR REFUND: Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Retail (Restaurant)	643	GFA	\$31.00	CR Table 2.2	\$19,933.00
Place of Assembly (Cooperage Reception Centre)	393	GFA	\$11.00	CR Table 2.2	\$4,323.00
Places of Assembly (Chapel)	297	GFA	\$11.00	CR Table 2.2	\$3,267.00
Commercial Retail (Café)	484	GFA	\$31.00	CR Table 2.2	\$15,004.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Nil	0	GFA	\$0.00	CR Table 2.2	\$0.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial Retail (Restaurant)	\$0.00	\$0.00	\$19,933.00	\$0.00	\$0.00	\$19,933.00
Place of Assembly (Cooperage Reception Centre)	\$0.00	\$0.00	\$4,323.00	\$0.00	\$0.00	\$4,323.00
Places of Assembly (Chapel)	\$0.00	\$0.00	\$3,267.00	\$0.00	\$0.00	\$3,267.00
Commercial Retail (Café)	\$0.00	\$0.00	\$15,004.00	\$0.00	\$0.00	\$15,004.00
Total	\$0.00	\$0.00	\$42,527.00	\$0.00	\$0.00	\$42,527.00

* In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.

INFORMATION NOTICE

Authority and Reasons for Charge	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
Appeals	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
Automatic Increase Provision of charge rate (\$)	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
GST	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
Making a Payment	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au</p>

¹ 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

Enquiries

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at info@southburnett.qld.gov.au

INFRASTRUCTURE CHARGES NOTICE

(Section 119 of the Planning Act 2016)

APPLICANT: Dusty Joe's Pty Ltd
C/- JDBA Certifiers
PO Box 1365
MOOLOOLABA QLD 4557

APPLICATION: Combined application for Material Change of Use (Tourist Attraction - Agritourism) and Reconfiguring a Lot (Access Easement)

DATE: 17/04/2024

FILE REFERENCE: RAL23/0008

AMOUNT OF THE LEVIED CHARGE: **\$0.00** **Total**
(Details of how these charges were calculated are shown overleaf)

\$0.00	Water Supply Network
\$0.00	Sewerage Network
\$0.00	Transport Network
\$0.00	Parks and Land for Community Facilities Network
\$0.00	Stormwater Network

AUTOMATIC INCREASE OF LEVIED CHARGE: The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

LAND TO WHICH CHARGE APPLIES: Lot 131 SP221464, Lots 1 RP903441, Lot 64 SP210658

SITE ADDRESS: 20 Forkhill Dr, Moffatdale, and 88 & 89 Waterview Dr, Moffatdale

PAYABLE TO: **South Burnett Regional Council**

WHEN PAYABLE: Reconfiguring a Lot – When South Burnett Regional Council approves the Plan of Subdivision.
(In accordance with the timing stated in Section 122 of the Planning Act 2016)

OFFSET OR REFUND: Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot	3	allotments	\$4,419.00	CR Table 2.3	\$13,257.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Reconfiguring a Lot	3	allotments	\$4,419.00	CR Table 2.3	\$13,257.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Reconfiguring a Lot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

** In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

INFORMATION NOTICE

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Automatic Increase Provision of charge rate (\$)	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
GST	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
Making a Payment	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au</p>

¹ 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

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- via other methods identified on the Itemised Breakdown.

Enquiries

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Mark Pitt PSM

Chief Executive Officer

P 07 4189 9100
 PO Box 336 Kingaroy QLD 4610
www.southburnett.qld.gov.au

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From: [REDACTED]
Sent: Thursday, June 13, 2024 6:40 AM
To: [REDACTED]
Subject: [EXTERNAL] Dusty Hill Development

Please be cautious
 This email originated outside of SBRC..

Good Morning Mark,

I am still having difficulty with these issues as this project is fully built and ready to open. As you know I worked very closely with planners, state government and council to ensure this project was able to be built and operated. I know staff have left since and that is causing most of this issue. In our original meetings all of these items were ticked off and we were able to start the build that has been a total cost of [REDACTED] (95% being spent locally). This project will give the region 20-30 direct jobs and 15-20 indirect jobs on top of our current direct 52 people employed. Now we get to the end of the build and these conditions have been put on the development approval. As you can see with the current conditions on the approval we may as well not open.

These are the things I would like to have altered as per original discussions.

ADDITIONAL REPORTING

GEN8. The applicant is to submit to Council an acoustic assessment that considers all onsite

activities associated with development as referred in this approval only. The acoustic assessment is to be prepared by a suitably qualified professional in accordance with relevant laws, standards of practice, and reflect all primary/consequential activities inclusive of (but not limited to):

- Outdoor areas including, dining areas, formal and informal gathering spaces.
- Indoor areas including, dining areas, gathering spaces, accommodation, and amenities.
- Use of high volume/amplified music and or sound.
- Use of car park and bus set down areas, and subsequent vehicle movements into and out of the premises.
- Site servicing including waste collection, and delivery vehicles.
- Use of trafficable areas.

Timing: Prior to issue of a development permit for Building Work.

Please see letter attached from a liquor licence consultant once a liquor licence is held the governing body becomes QLD Liquor and Gaming, if the venue receives noise complaints action is taken by licensing and if not rectified the liquor licence can be conditioned, suspended or cancelled.

I propose that this condition be removed so that we can operate as per the existing approved liquor Licence on Dusty Hill Vineyard site. Please see letter attached from a liquor licence consultant

GEN9. The applicant is to submit to Council an acoustic assessment that provides a set of recommendations including acoustic treatments to control onsite and offsite noise emissions associated with development referred to in this approval. The acoustic assessment is to be prepared by a suitably qualified professional in accordance with relevant laws, standards of practice and where relevant make recommendations including (but not limited to):

- Construction materials.
- Decision Notice - MCU23/0008 Page 4 of 46
- Noise barriers (if determined as relevant).
 - Coatings & dampeners for trafficable surfaces.
 - Mechanical plant.
 - Hours of operation.

Timing: Prior to issue of a development permit for Building Work.

GEN9. As the major part of this development has already been built over the last 3.5 years we have had to be very considerate with noise while we were still operating our Hospitality and Accommodation onsite. We have had no noise complaints in that time.

I propose that this condition be removed.

HOURS OF OPERATION

GEN11. Hours of operation shall be limited from 6am to 6pm Monday to Saturday, and 10am to 6pm Sundays (inclusive of servicing) unless otherwise amended by recommendations in an acoustic assessment report.

GEN11. We have been operating Dusty Hill Vineyard for 24 years now and are a very popular and well regarded tourism operation in the area and Queensland. The new area is further away from any neighbouring dwellings, the closest being close to 1km away and that premise operates a similar business. The closest dwelling is over 1km away from the new development.

I propose that this condition be removed so that we can operate as the rest of the venue has operated since it opened in 2000.

AMPLIFIED SOUND

GEN13. There shall be no amplified sound (i.e. music, microphones or the like) installed within approved development as shown in condition GEN1 of this development permit, unless otherwise amended by recommendations in an acoustic assessment report submitted to Council.

Please see letter attached from a liquor licence consultant once a liquor licence is held the governing body becomes QLD Liquor and Gaming, if the venue receives noise complaints action is taken by licensing and if not rectified the liquor licence can be conditioned, suspended or cancelled. I propose that this condition be removed so that we can operate as per the existing approved liquor licence on Dusty Hill Vineyard site. Please see letter attached from a liquor licence consultant

ROADWORKS

ENG21. At no cost to Council, upgrade the unsealed section of Waterview Drive from the end of the existing bitumen seal, through to the Dusty Hill Winery access, with a 6.5m wide Double/Double bitumen seal on an 8m gravel formation to Council standards. The upgrade shall include any additional pavement required and any ancillary works (e.g. culverts).

Timing: Prior to commencement of use.

Comment: Any road upgrade shall be carried out under an Operational Work permit with plans prepared by a Registered Professional Engineer Queensland.

As per conversations at the meeting onsite 10/05/2024 the change of the Waterview Drive speed limit to 50km per hour will mitigate dust. This was the main concern and also the solution in the only submission by a neighbouring property owner.

INFRASTRUCTURE CHARGES

When this project was tabled in 2020 during covid I was told Infrastructure charges were being waived at the time? Can this be discussed in more depth.

Regards

Joe & Miranda Prendergast

Dusty Hill Vineyard - (07) 41684700
www.dustyhill.com.au

Joe's Grand Hotel - (07) 41684131
www.joesgrandhotel.com.au

The Goomeri Bakery - (07) 41684400
www.thegoomeribakery.com.au

Noise Regulation - Dusty Hill Vineyards

External

Expansion Project - Build

Search for all messages with label Expansion Project - Build

Remove label Expansion Project - Build from this conversation

R

Nov 17, 2023, 1:52 PM

to Joe

Joe,

We understand that a development Application is currently before Council for the abovementioned premises.

As discussed the premises are currently subject to a Commercial Hotel and Wine producer License under the Liquor Act 1992. I am directly familiar with the site having been on-premises during event and non-event days with amplified entertainment provided.

I am listed on the Office of Liquor and Gaming list of Acoustic Consultants [Acoustic consultants | Business Queensland](#) and have some 25 years' experience in this field.

As an ordinary part of a Development Approval (most of which are unlicensed premises) Council must be satisfied that compliance with Noise Regulation obligations is established as one element of ensuring the amenity of the locality is not unduly impacted by development. In this instance the premises are already subject to a Commercial Hotel Liquor License with specific noise conditions that relate to the premises and are under the jurisdiction of the State Office of Liquor & Gaming Regulation (see attached Liquor License/s and conditions). The purpose of Councils across Queensland seeking an acoustic report for developments is to ensure compliance with noise standards under the [Environmental Protection Act 1994](#) and two key definitions and sections apply:

licensed premises, for [chapter 8, part 3B](#), see [section 440K](#).

licensed premises means licensed premises under the [Liquor Act 1992](#).

indoor venue means a building used for musical, sporting or other entertainment or for cultural or religious activities, but does not include—

(a) licensed premises; or

(b) a building being used for an open-air event.

Examples of uses of a building for definition indoor venue—

tenpin bowling, concerts, indoor cricket, religious worship, squash

440W Indoor venues

(1) An occupier of a building must not use, or permit the use of, the building as an indoor venue on any day—

- (a) before 7a.m, if the use makes an audible noise; or
 - (b) from 7a.m. to 10p.m, if the use makes a noise of more than 5dB(A) above the background level; or
 - (c) from 10p.m. to midnight, if the use makes a noise of more than 3dB(A) above the background level.
- (2) However, subsection (1)(b) does not apply if—
- (a) the building is, or is part of, an educational institution; and
 - (b) the use of the building as an indoor venue is organised by or for the educational institution for non-commercial purposes of the institution.

440X Open-air events

- (1) An occupier of premises must not use, or permit the use of, the premises for an open-air event on any day—
- (a) before 7a.m, if the use causes audible noise; or
 - (b) from 7a.m. to 10p.m, if the use causes noise of more than 70dB(A); or
 - (c) from 10p.m. to midnight, if the use causes noise of more than the lesser of the following—
 - (i) 50dB(A);
 - (ii) 10dB(A) above the background level.
- (2) However, subsection (1) does not apply to licensed premises.
- (3) Also, subsection (1)(b) does not apply if—
- (a) the premises is, or is part of, an educational institution; and
 - (b) the use of the premises for an open-air event is organised by or for the educational institution for non-commercial purposes of the institution.

As you can see above it is arguably ultra-vires for Council to require compliance with an EPA noise standard under Chapter 8, Part 3B of the EPA Act when it is expressly excluded from application under that Act the moment the premises is issued a Liquor License.

This does not mean the premises are not subject to noise compliance obligations, merely that they are required to comply with the following obligations:

40 Prescription of limits for noise that if exceeded constitute unreasonable noise

For the definition *unreasonable noise* in section 4 of the Act, the limits for noise are as follows—

- (a) between 6a.m. and 10p.m.—the adjusted maximum sound pressure level LA10, plus adjustments for tonal and impulse components, exceeding the background level LA90 by more than 10dB(A);
- (b) between 10p.m. and 6a.m.—the sound pressure level LOCT10, in a full octave band with centre frequencies from 63HZ to 2,000HZ, exceeding the background level LOCT90 by more than 8dB in any octave band

In order to establish compliance with the legislated requirements above the Office of Liquor & Gaming Regulation require an acoustic report under the Commissioner's Guideline 51 (attached) which comprehensively outlines the strict requirements that apply to the provision of acoustic reports for licensed premises.

The application before the local Council as Planning Authority is directly relevant to a pending and related application to add the Brewery and Accommodation elements of the existing site onto the Liquor License for the entire premises. That application will absolutely require an acoustic report to be provided under Guideline 51 and OLGR will continue to be the sole regulator for any noise complaints emanating from the premises.

In the ordinary course of business if a noise complaint is received by Council they do not regulate licensed premises and refer the complaints direct to OLGR. The South Burnett Regional Council's own website makes the jurisdiction of noise complaints clear as follows [Noise Pollution – South Burnett Regional Council](#) and expressly refers to OLGR as being responsible for noise complaints.

In the circumstances we submit it is an appropriate step for Council in this DA to waive the requirement for an acoustic report given this requirement will be directly replicated against the actual legislated standards for noise that are relevant to the premises. Anything else is effectively duplicating the process in a different format that is technically not applicable as detailed above.

We trust this assists.

Regards



Russell Steele

Managing Director
RSA Liquor Professionals

**Whilst it suits me to email now, I don't expect a response or action outside of your own working hours.*

russell@rsapro.com.au

+61422595060

PO Box 3025
Cherside West Qld 4032

rsapro.com.au

13.2 TRUSTEE LEASE - BOOIE HALL AND RECREATION RESERVE ASSOCIATION INC**File Number: 19-06-2024****Author: Lease Officer****Authoriser: Chief Executive Officer****PRECIS**

The Booie Hall & Recreation Reserve Association Inc. have requested to enter a Trustee Lease for the Booie Hall Reserve.

SUMMARY

Council was made sole trustee of the Booie Hall Recreation Reserve after resignation and removal of existing and deceased trustees. The Booie Hall & Recreation Reserve Association Inc. (the Committee) have requested to enter a formal Trustee Lease with Council for Lot 129 on SP115387.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. In accordance with *section 236(1)(b)(ii)* of the *Local Government Regulation 2012* applies to dispose of a valuable non-current asset by way of entering a trustee lease for Lot 129 on SP115387 to the Booie Hall & Recreation Reserve Association Inc. for a term of 10 years.
2. Pursuant to *Section 257(1)(b)* of the *Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the trustee lease with the Booie Hall & Recreation Reserve Association Inc. on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Rent for the lease will be a concessional rent applied to all community and not for profit groups of \$75.00 per year (excluding GST).

Council will be responsible for any costs associated with the preparation of the lease including registration of the Trustee Lease.

LINK TO CORPORATE/OPERATIONAL PLAN

IN10: Investigate options for leasing opportunities to not-for-profit groups and organisations.

OPL/14: Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council has met with the Booie Hall & Recreation Reserve Association Inc. onsite to discuss trusteeship and the initial terms of the lease agreement. Council has also issued a draft Trustee Lease for the Booie Hall & Recreation Reserve Association Inc to review.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The land is a Reserve for Recreation with Council as the Trustee. The proposed Trustee Lease complies with the requirements of *section 7(2)* of *Land Regulation 2020* and the *Land Act 1994*.

An offer of a Trustee Lease to a community group is in accordance with *section 236(1)(b)(ii)* of *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Offering of a Trustee Lease is in accordance with Council's Property Lease Policy and Disposal of Assets Policy.

ASSET MANAGEMENT IMPLICATIONS

The Booie Hall & Recreation Reserve Association Inc. will be responsible for the maintenance and repairs to the property including slashing and mowing the grounds, vermin control and noxious weed control.

The Booie Hall will be added to Council's Asset Register, as sole trustee of the reserve.

REPORT

RDP: Lot 129 on SP115387

Land Address: 1226 Booie Road, Nanango

Area: 2.495 ha

Tenure: Reserve for Recreation

Trustee: South Burnett Regional Council

Background:

Booie Hall is located on 1226 Booie Road. The land is listed as a reserve for recreation and was in joint trust to Council and four (4) individual named trustees collectively known as 'the Trustees'. Under the title, the land is listed as a reserve for recreation and is known as the Booie Hall, being a community hall used for recreational purposes.







The Booie Hall & Recreation Reserve Association Inc. (the Committee) contacted Council in October 2023, seeking advice for the ongoing management of the hall. The Committee advised that three (3) of the trustees had passed away and the remaining trustee could no longer continue to manage the land as required under the *Land Act 1994*.

The Committee provided evidence to remove the deceased trustees from the title and supplied a letter of resignation from the remaining trustee which was submitted to the Department of Resource (DoR) for approval by the Minister as per *section 44 to 51* of the *Land Act 1994*.

On 13 May 2024, Council received advice from the DoR that Council was now the sole trustee of Lot 129 on SP115387. Council has subsequently been in contact with the Committee who are requesting a trustee lease for the Booie Hall reserve.

The Committee have advised Council that they are seeking to reinvigorate the Hall and have held open days to seek new volunteers and members to join the committee and utilise the hall to its full potential.

ATTACHMENTS

1. **Current Title - 129SP115387 - 2024**  
2. **Historic Title - 129SP115387 - 2023**  
3. **Smart Map - 129SP115387**  

INTERNAL CURRENT RESERVE SEARCH
QUEENSLAND TITLES REGISTRY PTY LTD

Search Date: 16/05/2024 09:32

Title Reference: 49001933
Date GAZETTED: 17/05/1930
PAGE: 1800Opening Ref: SG 30-16014
Purpose: RECREATION
Sub-Purpose:
Local Name: BOOIE HALL
Address: BOOIE RD., NANANGO
County (R) No: R503
File Ref: RES 4674

TRUSTEES

SOUTH BURNETT REGIONAL COUNCIL AMENDED on 03/05/2024

LAND DESCRIPTION

LOT 129 SURVEY PLAN 115387 Gazetted on 08/01/1999 Page 7-8
Local Government: SOUTH BURNETT

Area: 2.495000 Ha. (SURVEYED)

EASEMENTS AND ENCUMBRANCES

ADMINISTRATIVE ADVICES - NIL
UNREGISTERED DEALINGS - NIL

** End of Current Reserve Search **

INTERNAL CURRENT RESERVE SEARCH
QUEENSLAND TITLES REGISTRY PTY LTD

Search Date: 28/03/2023 10:20

Title Reference: 49001933
Date GAZETTED: 17/05/1930
PAGE: 1800Opening Ref: SG 30-16014
Purpose: RECREATION
Sub-Purpose:
Local Name: BOOIE HALL
Address: BOOIE RD., NANANGO
County (R) No: R503
File Ref: RES 4674

TRUSTEES

SOUTH BURNETT REGIONAL COUNCIL Gazetted on 17/12/1993
Page 1715
CLIFFORD STEPHEN HOOD Gazetted on 11/06/1983 Page 1069
JOHN NOEL WHITE Gazetted on 18/09/1998 Page 177
REUBEN HENRY PEARSON Gazetted on 18/09/1998 Page 177
WARREN LESLIE COCKBURN Gazetted on 18/09/1998 Page 177

MR G SENG, BOOIE, MS 537, KINGAROY 4610

LAND DESCRIPTION

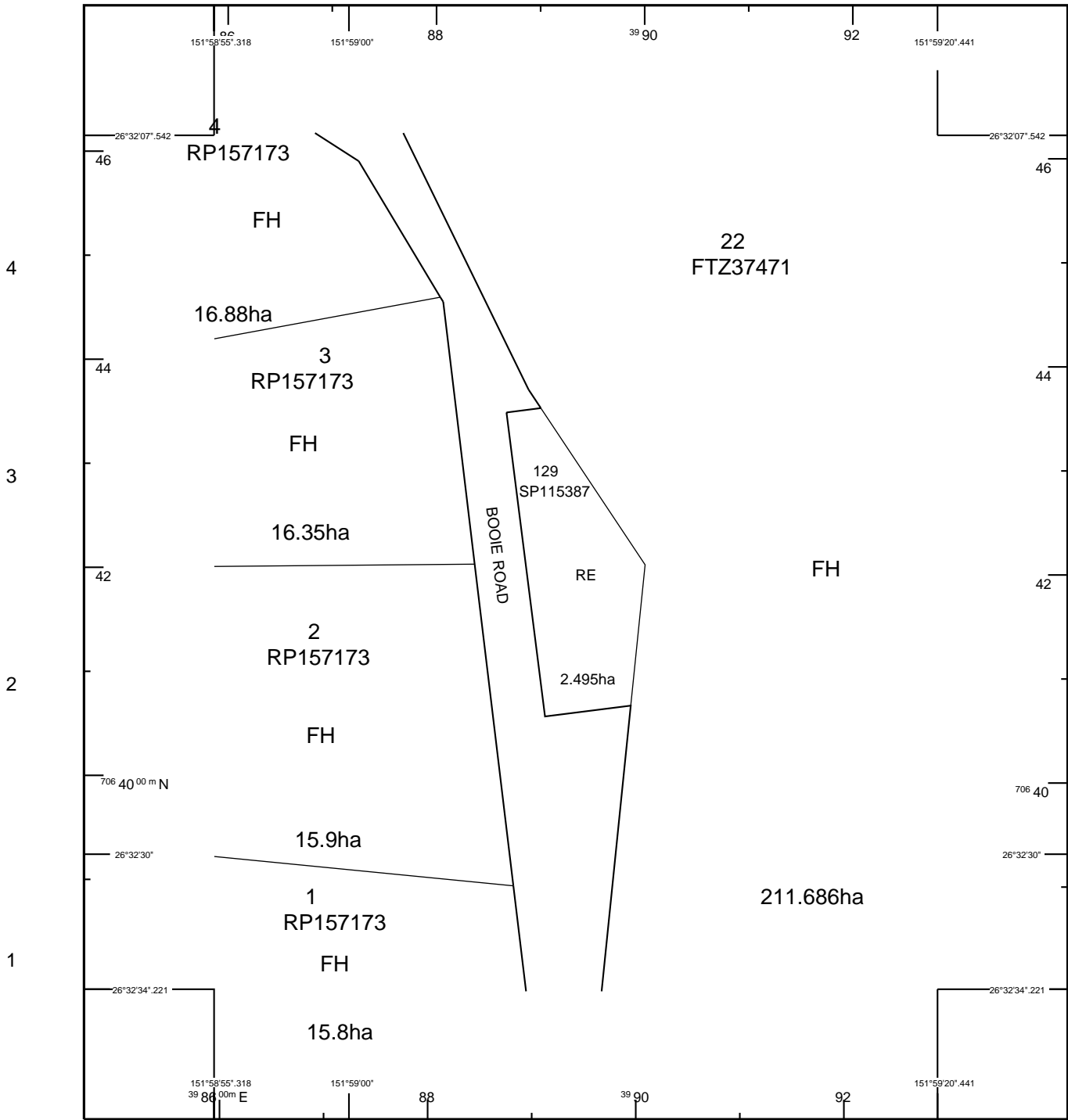
LOT 129 SURVEY PLAN 115387 Gazetted on 08/01/1999 Page 7-8
Local Government: SOUTH BURNETT

Area: 2.495000 Ha. (SURVEYED)

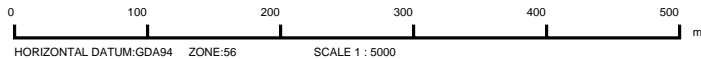
EASEMENTS AND ENCUMBRANCES

ADMINISTRATIVE ADVICES - NIL
UNREGISTERED DEALINGS - NIL

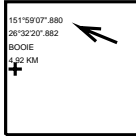
** End of Current Reserve Search **



STANDARD MAP NUMBER
9244-11121



MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	
Lot/Plan	129/SP115387
Area/Volume	2.495ha
Tenure	RESERVE
Local Government	SOUTH BURNETT REGIONAL
Locality	BOOIE
Segment/Parcel	42619/50

CLIENT SERVICE STANDARDS

PRINTED 06/06/2024

DCDB 05/06/2024

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SmartMap

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Based upon an extraction from the Digital Cadastral Data Base



Queensland Government
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13.3 LICENCE TO OCCUPY - CURTAIN CALL

File Number: 190624
Author: Manager Community & Lifestyle
Authoriser: Chief Executive Officer

PRECIS

To consider a Licence to Occupy for the Chapel at Ringsfield House.

SUMMARY

Consideration of the issuing of a Licence to Occupy for the Chapel at Ringsfield House and the use of the balance of the precinct to be tendered for community use and to enter into an agreement with the successful tenderer.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. In accordance with section 236(1)(b)(ii) of the *Local Government Regulation 2012*, enter a non-exclusive Deed of Licence to Occupy for use of the chapel located on part of Lot 5 on SP156194 with Curtain Call for a five (5) year term.
2. Pursuant to Section 257(1)(b) of the *Local Government Act 2009*, South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy with Curtain Call on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.
3. Council issues a tender for an expression of interest for the remainder of the precinct for Community Groups to occupy and maintain Ringsfield House and grounds.

FINANCIAL AND RESOURCE IMPLICATIONS

Rent for the Licence to Occupy will be a concession rate applied to all community and not for profit groups of \$75.00 per year (excluding GST).

LINK TO CORPORATE/OPERATIONAL PLAN

IN10: Investigate options for leasing opportunities for not for profit groups and organisations.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Curtain Call have been in discussions with the Divisional Councillor regarding a more permanent arrangement than they currently have with weekly bookings and to reduce their current hire fees.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

An offer for a Deed of Licence to Occupy to a community group is in accordance with s236 *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Offering the Deed of Licence to Occupy is in accordance with Council's Property Lease Policy and Disposal of Assets Policy

ASSET MANAGEMENT IMPLICATIONS

Council is the asset owner of the Chapel. Curtain Call will be responsible for the maintenance and cleaning of the building.

REPORT

Curtain Call are seeking to have tenable use of the chapel. They are currently using the chapel on a weekly basis for rehearsals, plays and morning melodies, which is booked and paid for according to use. Curtain Call would also like to be able to utilise the back room in the chapel for storage of equipment. They would also like to set up some equipment on a more permanent basis e.g. lighting, backdrops and speakers.

Prior to seeking Council endorsement for a Licence over the chapel, they had an agreement with the Nanango Theatre Company to use the Theatre (leased from Council).

This year we have several bookings in the chapel for weddings and it is becoming more popular, as we have been advertising and encouraging Ringsfield House Precinct to be used as a venue and to help generate some income to offset costs. There are currently bookings for September and December for weddings.

With the occupation of the schoolhouse and chapel, Council will need to restrict any further bookings for these buildings, especially the chapel and re-direct any hirers to the occupants.

As Council is issuing a further Licence to Occupy to an individual building for this site, on a first in first serve basis, it would be prudent to also seek further expressions of interest to occupy the remainder of the site, Ringsfield House and the Gardens, either as separate licences or an overall licence to enable community groups that are seeking lease space to have an opportunity to make an offer.

If the site is to be tendered to further groups, Council should consider removing any small and loose items from the House that are currently on display and store/preserve them for future use should they wish to restore it to an historical precinct and attraction.

ATTACHMENTS

1. **Aerial View - Chapel - Ringsfield House Precinct** [↓](#) 

Chapel – Ringsfield House

Licence Area



26°40'25\"/>

26°40'25\"/>

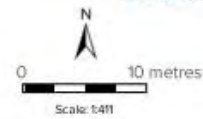
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Legend located on next page



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13.4 ADOPTION OF RADF ROUND 2 2024 GRANT APPLICATIONS

File Number: 04-06-2024

Author: Coordinator Community Development

Authoriser: Chief Executive Officer

PRECIS

Approval of the RADF Round 2 2024 grant applications.

SUMMARY

Applications for RADF Round 2 2024 grant applications closed on 28 February 2024. Total funding remaining for 2023/2024 is \$13,000.00.

Applications were assessed by the RADF Committee on 21 March 2024 and recommendations for approval for a total grant allocation of \$11,909.00 are provided below for Councils adoption.

OFFICER'S RECOMMENDATION

That the following recommendations for RADF Round 2 2024 grant approvals be adopted by Council:

No.	App ID	Applicant	Division	Project	Amount requested	Decision/ comments	Amount of funding approved
1	RADF11R2	SB CTC	3	Mural Project – Kingaroy Youth Park	\$3,000.00	Approved	\$3,000.00
2	RADF13R2	Wondai Woodworkers Inc	5	Wood & Resin Workshop	\$500.00	Not Approved Application did not meet guidelines	None
3	RADF1R2	Noosa Film Academy Pty Ltd	3	Youth Screenplay & Acting for Screen Production Workshop	\$3,000.00	Approved	\$3,000.00
4	RADF2R2	The Mobile Jewellery Tutor	2	Silversmithing Beginners workshops – Blackbutt & Surrounds	\$3,000.00	Not Approved Application did not meet guidelines	None
5	RADF4R2	Kingaroy State School P& C Assoc.	3	Textiles Workshop -0 Fabric Bookmark	\$2,909.00	Approved Note: materials to remain property of the school	\$2,909.00

6.	RADF5R2	Mrs Ruth Ellington (artist application)	6	The Imagination Studio	\$3,000.00	Approved	\$3,000.00
7	RADF6R2	Mr Tristan Pantarotto (Artist application)	2	WISP	\$3,000.00	Not Approved Application did not meet guidelines	None
Total grant approval allocation							\$11,909.00

FINANCIAL AND RESOURCE IMPLICATIONS

Total funding remaining is \$13,000.00 for 2023/2024. Grant allocation is within budget limitations.

LINK TO CORPORATE/OPERATIONAL PLAN

ENHANCING LIVEABILITY AND LIFESTYLE

EC16 Support community development and wellbeing through delivery of Council's Community Grants Programme

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Applications were assessed by the RADF Committee

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Community Grants Program Policy – ID Strategic005

Regional Art Development Fund Guidelines – ID 3047561

Arts QLD Funding Agreement – Deed of Variation – ID 3083676

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Applications for RADF Round 2 2024 grant applications closed on 28 February 2024. Total funding remaining is \$13,000.00 for 2023/2024.

Applications were assessed by the RADF Committee on 21 March 2024 and recommendations for approval for a total grant allocation of \$11,909.00 are provided (as attached) for Councils adoption.

ATTACHMENTS

1. RADF Advisory Committee Meeting DRAFT Minutes 21 March 2024 [!\[\]\(269ecda55a64d643f7a554661696c989_img.jpg\)](#) [!\[\]\(457b16d52067f602a9b1f53ec424662a_img.jpg\)](#)
2. RADF Assessment Summary - Round 2 2023_2024 [!\[\]\(c4b6c0dcf75b2a0ab0783a477d20536b_img.jpg\)](#) [!\[\]\(aec63bb4472517b6283acf82dacafc31_img.jpg\)](#)

RADF ADVISORY COMMITTEE

Meeting Minutes

Meeting Date:	21 March 2024	
Time:	9.00 am	
Location:	Warren Truss Chambers, Kingaroy	
Present:	Cr Danita Potter	Chair, SBRC
	Cr Jane Erkens	Deputy Chair, SBRC (part of meeting)
	Melanie Doheny	Community Development Officer, SBRC
	Robyn Dower	South Burnett Arts Inc.
	Andrew Maddern	South Burnett Community Orchestra
	Pam Kerr	Community Representative
	Craig Reiger	South Burnett Musical Comedy Society
	Elaine Madill	Wondai Art Gallery
Apologies:	Julia Jefferies	Kingaroy Art Gallery
	Russ Lebsanft	

1.	MEETING OPENING
1.1	WELCOME AND ACKNOWLEDGEMENT OF COUNTRY The Chair, Cr Potter opened the meeting at 9.03am
1.2	APOLOGIES As above
1.3	CONFIRMATION OF PREVIOUS MINUTES No minutes from previous meetings
2.	AGENDA ITEMS
	RADF APPLICATION & ASSESSMENTS
	<p>#1 Applicant: CTC Mural Project Description: Workshops and mural project Cost: \$3000.00 Discussion:</p> <ul style="list-style-type: none"> Committee discussed project and liked project to support improvements to the skate part at CTC. <p>Recommendation: This project be approved for full funding.</p> <p>#2 Applicant: Wondai Woodworkers. Description: Resin Workshops Cost: \$618.00 Discussion:</p> <ul style="list-style-type: none"> Although there was no CV provided of a professional artswoker to deliver the workshop, it was requested by the committee that further information be sought from the applicant.

	<p>Recommendation: Pending further information from applicant.</p> <p>#3Applicant: Noosa Film Academy Pty Ltd Description: Youth Action for Screen and Screen Production Workshop Cost: \$3000.00 Discussion:</p> <ul style="list-style-type: none"> • SBRC has supported project through RADF in 2022/23 at Proston and prior to that in Murgon. It was discussed however that this was a new project with another school. The outcomes of the previous sessions were positive. <p>Recommendation: This project is recommended for funding.</p> <p>#4Applicant: Mobile Jewellery Tutor Description: Silversmith workshops Cost: \$3000.00 Discussion:</p> <ul style="list-style-type: none"> • This was recommended as a non-compliant application as the letters of support were not letters of support. There were also concerns from a WHS perspective and not detailed in the project. <p>Recommendation: This project is not recommended for funding.</p> <p>#5Applicant: Kingaroy State School P&C Description: Textiles workshop – Fabric Bookmark Cost: \$2909.00 Discussion:</p> <ul style="list-style-type: none"> • Andrew Maddern left room as this was considered a conflict of interest as his role as a teacher at KSS • Committee discussed if this was external to usual school activities. • Discussion on the cost of the materials being eligible funded component • It was decided that these costs were commensurate with the level of engagement the workshops would deliver. • <p>Recommendation: Recommendation: This project is recommended for funding.</p> <p>#6Applicant: Ruth Ellington Description: The Imagination Studio – Creative Workshops Cost: \$3000.00 Recommendation: The committee requested further information on the budget for venue hire and the Stanwell Grant Application Support.</p> <p><i>Moved:</i></p>
--	---

	<p>#7Applicant: Mr Tristan Pantarotto Description: WISP Cost: \$3000.00 Discussion:</p> <ul style="list-style-type: none"> This grant does not meet RADF Guidelines and did not provide adequate evidence of local arts contribution. <p>Recommendation: This project is not recommended for funding</p>
4.	Meeting Close
4.1	<p>MEETING SUMMARY AND CLOSE The chair closed the meeting at 11.00 am.</p>
4.2	<p>NEXT RADF ASSESSMENT COMMITTEE MEETING Thursday, September 2024</p>

Attachment 1 – RADF Meeting Action Register

Agenda Submission / Meeting Actions	Item	Action to be taken	Responsible Officer	Completed Date
Meeting Action	2.1 RADF Review	Provide additional smarty grant training to committee members	Stacey Perrett	Before next round.
Meeting Action	2.1 RADF Review	Provide additional smarty grant training to committee members	Stacey Perrett	Before next round.
Meeting Action	2.1 RADF Review	Add question in regard to feasibility of project without RADF funding to smarty grants application	Stacey Perrett	Before next round



Department- Finance & Corporate

2023/2024 Regional Art Development Found 2 February 2024

No	App ID	Applicant	Project	User Organisation	Total Amount Requested	Total Project Cost	Internal Comments	Decision	Amount
1	RADF11R2-23/24	South Burnett CTC	Mural Project - Kingaroy Youth Park	South Burnett CTC Inc.	\$ 3,000.00	\$4,330.00	Compliant	Yes Full amount	\$ 3,000.00
2	RADF13R2-23/24	Wondai Woodworkers Incorporated	Wood & Resin Workshop	Wondai Woodworkers	\$ 500.00	\$618.00	Non - Compliant Grant does not employ professional artisan to run the workshop.	Please provide further information on professional CV and updated budget including Inkind support	Organisation withdrew application
3	RADF1R2-23/24	*Noosa Film Academy Pty Ltd	Youth Screenplay and Acting for Screen Production Workshop	Noosa Film Academy	\$ 3,000.00	\$16,074.00	Compliant	Yes	\$ 3,000.00
4	RADF2R2-23/24	The Mobile Jewellery Tutor	Silversmithing Beginners Workshops for Blackbutt and Surrounds	Outback Workshop Tours & Events		\$3,000.00	Non compliant - Letters of support do not meet requirements.	No. Feedback on budget income and expenses. Letters of Support.	nil
5	RADF4R2-23/24	Kingaroy State School P&C Association	Textiles Workshop - Fabric Bookmark	Kingaroy State School P&C Association	\$ 2,909.00	\$3,159.00	Compliant	Yes (with materials/pens remain the property of the School)	\$ 2,909.00
6	RADF5R2-23/24	Mrs Ruth Ellington	The Imagination Studio	Artists Application	\$ 3,000.00	\$8,200.00	Compliant	Pending funding and venue - budget details.	\$ 3,000.00
7	RADF6R2-23/24	Mr Tristan Pantarotto	WISP	Artists Application		\$20,528.00	Not compliant - Not local and has no letters of support from SBR to provide evidence of benefits to SBRC LGA	No	nil
Total Funding requested compliant				\$ 11,909.00	Total Funding available \$13,000				

Approved/Not Approved

DATE: _____

LEANNE PETERSON - GENERAL MANAGER LIVEABILITY

13.5 WAIVING OF BUILDING AND PLUMBING APPLICATION FEES - SOUTH BURNETT SAINTS AFL

File Number: 19.06.24
Author: Acting General Manager Liveability
Authoriser: Chief Executive Officer

PRECIS

Request to waive plumbing and building application fees.

SUMMARY

The South Burnett Saints AFL club have approached Council and request the 100% fee waiver of the building and plumbing application fees.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council waives 50% of the building and plumbing application fees as per the Consideration of Applications for reduction in Council's Fees and Charges – Building, Plumbing and Planning Applications Policy – Strategic017 and contributes the remaining 50% as in-kind support from the community grant process.

FINANCIAL AND RESOURCE IMPLICATIONS

Plumbing Application Fees - \$1249 + \$119 per fixture.

Building Application Fees - \$1653.00 – Class 9b

LINK TO CORPORATE/OPERATIONAL PLAN

EC6 - Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Meeting held with South Burnett Saints AFL club to discuss project, project funding and timeframes.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Requesting authorisation outside of the Consideration of Applications for reduction in Council's Fees and Charges – Building, Plumbing and Planning Applications Policy – Strategic017's framework.

ASSET MANAGEMENT IMPLICATIONS

The asset is not a Council owned building asset.

REPORT

The South Burnett Saints AFL club have approached Council and request the 100% fee waiver of the building and plumbing application fees relating to the extension of their changerooms, however as per the ***Consideration of Applications for reduction in Council's Fees and Charges – Building, Plumbing and Planning Applications Policy – Strategic017*** which allows for 50% fee waiver only.

The club has secured funding and are fundraising the rest, however there is still a short fall and therefore are requesting Council consideration in waiving the applicable fees.

ATTACHMENTS

Nil

13.6 PROTECTING THE GREAT BARRIER REEF - COMMUNITY STEWARDSHIP PROGRAM ROUND 1**File Number:** 19/06/2024**Author:** Acting General Manager Liveability**Authoriser:** Chief Executive Officer**PRECIS**

This grant is for funding large coordinated, community based on-ground Reef protection projects.

SUMMARY

South Burnett regional Council could apply for a grant – landholder focus on weed treatment in waterways from the Bunya Mountains to Boondooma Dam. This would take in Boyne River, Stuart River, Barkers Creek and Barambah Creek Catchments.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council apply for the Community Stewardship Gran Programme:

1. To assist landholders to target weed control in riparian areas, wetlands and ecosystems to care for the Great Barrier Reef; and
2. Build long term community stewardship and enhance commitment to protect and care for the reef.

FINANCIAL AND RESOURCE IMPLICATIONS

There is nil financial contribution from Council. Council will apply for 10% administration cost under the grant to support this project with report reporting, facilitation of grants to landholders, landholder progress reports and acquittals.

LINK TO CORPORATE/OPERATIONAL PLAN

EN7 Support initiatives that promote and protects biodiversity, natural resource management and caring and retaining our unique landscapes.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council officers have discussed project and grant guidelines with members of the Wengenville, Alice Creek, Glenclyff Wild Dog Syndicate group, Alan Broome Agricultural Extension Officer, South Burnett Grazing Network.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil Policy or local law implications

ASSET MANAGEMENT IMPLICATIONS

No direct link to Asset Management Implications

REPORT

South Burnett Regional Council could apply for a grant to assist landholders with riparian weed treatment in waterways from the Bunya Mountains to Boondooma Dam. This would take in Boyne River, Stuart River, Barkers Creek and Barambah Creek Catchments.

Stewardship would be landholders working alongside a Weed Team treating weeds in the creek and rivers – protecting biodiversity, protecting creek banks, and improving water quality in the catchments.

Intended outcomes of the grant;

- Local communities empowered to care for the Great Barrier Reef
- Reef protection to delivery of the Reef 2050 Plan

Project Activities must contribute to at least one of the Reef Trust Outcomes:-

Outcome 1: Improve the quality of water entering the Great Barrier Reef from broad-scale land use to increase the health and resilience of the Great Barrier Reef.

Outcome 2: Improve the health and resilience of coastal habitats.

Outcome 3: Improve and protect marine biodiversity, including the reduction of Crown-of-Thorns Starfish (*Acanthaster cf. solaris*) and protection of listed threatened and migratory species such as Dugongs and marine turtles.

Reef Trust funds may also be derived from the pooling of offset funds for actions that have a residual significant impact on matters of national and state environmental significance.

Outcome 4: Any new development maintains or improves the condition of matters of national and state environmental significance through the strategic delivery of offsets through the Reef Trust.

Minimum Grant \$500,000 and Maximum grant \$6.5 Million. Over a 3-year period.

Applications close: 19th of June

Projects must:

- be aimed at building long-lasting community stewardship across the Great Barrier Reef Catchments, to enhance commitment to protect and care for the Reef through environmentally responsible practices and strengthen coordination of delivery of protection activities by local communities.
- support a coordinated approach to community-based on-ground projects across the Reef that deliver tangible and reportable benefits, outcomes and improvement for key habitats for Reef ecosystem and species health, including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats.
- support the outcomes and objectives of the Reef 2050 Plan, one or more of the Reef Trust Outcomes, and the outstanding universal values of the GBR World Heritage Area
- have at least \$500,000 in eligible expenditure.

The project may be an extension of or build on an existing project, however you must clearly demonstrate the project is additional to any existing projects or grant activities.

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

- on-ground community stewardship actions that support improving the health and resilience of key Reef habitats for ecosystem and species health (including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats)
- on-ground enabling activities for community stewardship such as community engagement (including development of action plans, training, education, communication) that support improving the health and resilience of key Reef habitats for ecosystem and species health (including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats). On-ground enabling activities may include:
 - knowledge building activities including events, awareness raising initiatives and citizen science activities
 - promotion and development of leadership including skills development and training or workshops
 - networking and facilitation of partnerships including establishment of committees and working groups to develop and implement stewardship action, networking and planning to support or enable stewardship, and community engagement activities.

ATTACHMENTS

1. **Protecting the Great Barrier Reef - Grant Guidelines** [↓](#) 



Australian Government
Department of Industry, Science and Resources
Department of Climate Change, Energy, the Environment and Water

Grant Opportunity Guidelines

Protecting the Great Barrier Reef – Community Stewardship Program Round 1

Opening date:	8 May 2024
Closing date and time:	5:00pm Australian Eastern Standard Time on 19 June 2024 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Climate Change, Energy, the Environment and Water
Administering entity:	Department of Industry, Science and Resources
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	8 May 2024
Type of grant opportunity:	Open competitive

Template Version – April 2022

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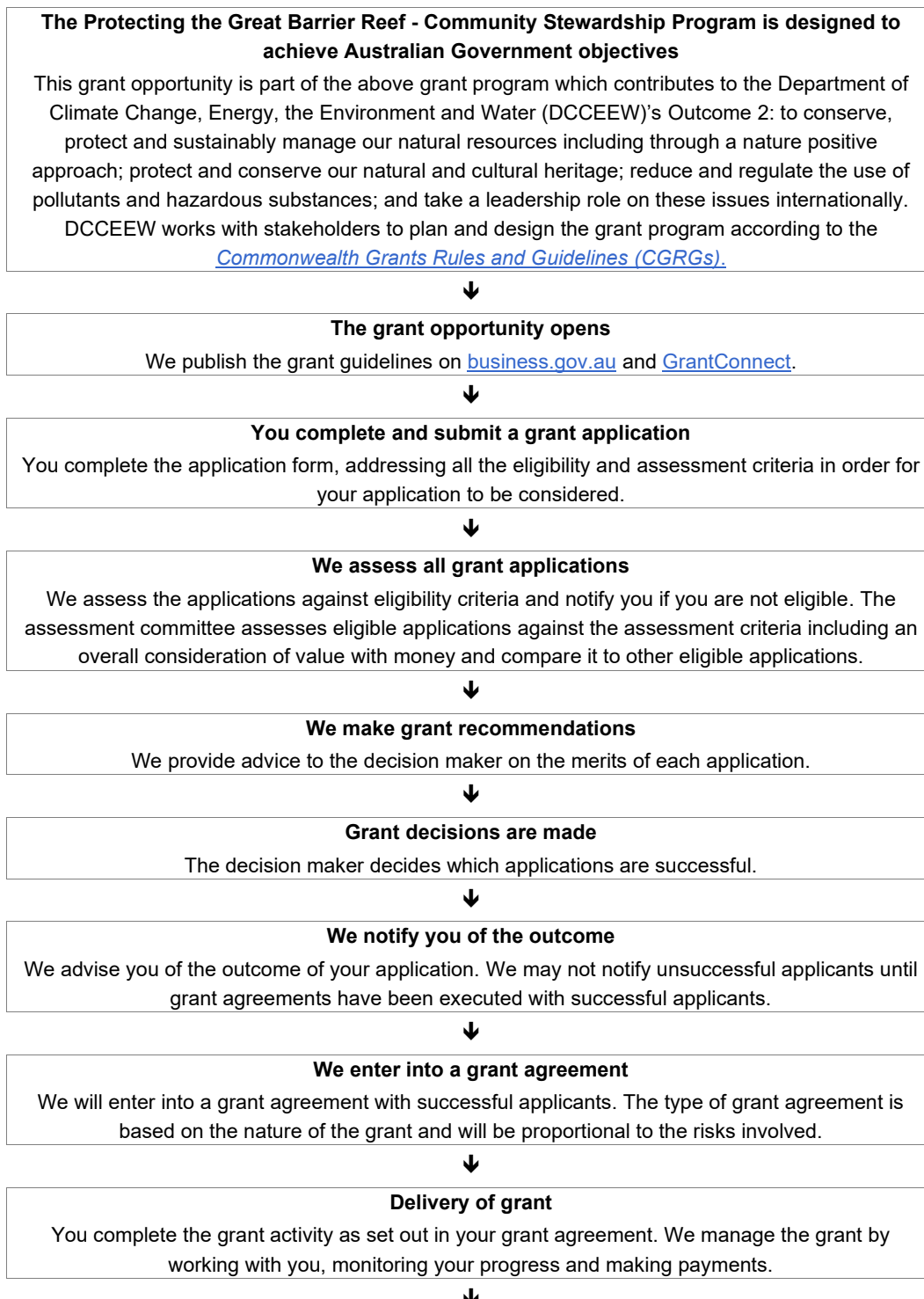
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1. Protecting the Great Barrier Reef - Community Stewardship Program Round 1 processes



**Evaluation of the Protecting the Great Barrier Reef - Community Stewardship Program
Round 1**

DCCEEW will evaluate the specific grant activity and Protecting the Great Barrier Reef - Community Stewardship Program Round 1 as a whole. We base this on information you provide to us and that we collect from various sources.

1.1. Introduction

These guidelines contain information for the Protecting the Great Barrier Reef - Community Stewardship Program Round 1.

This document sets out:

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

This grant opportunity and process will be administered by the Department of Industry, Science and Resources (the department/DISR/we) on behalf of Department of Climate Change, Energy, the Environment and Water (DCCEEW).

We have defined key terms used in these guidelines in the glossary at section 0.

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

2. About the grant program

The Protecting the Great Barrier Reef – Community Stewardship Program (the program) will run from 2023-2024 to 2029-30 across two rounds. The program seeks to support the delivery of the [Reef 2050 Long-Term Sustainability Plan](#) (Reef 2050 Plan) and [Reef Trust Outcomes](#), and to contribute to protecting the outstanding universal value of the Great Barrier Reef (Reef) World Heritage Area.

The objective of the program is to:

- contribute to Reef Trust Outcomes by improving the health and resilience of key habitats for Reef ecosystem and species health
- build greater community participation and stewardship in protecting the Reef through coordinated community based on-ground Reef protection projects.

The intended outcomes of the program are to:

- contribute to the delivery of the Reef 2050 Plan and support the health and resilience of the Reef through activities that protect key habitats for ecosystem and species health
- increase community-based protection of the Reef through environmentally responsible practices and strengthen coordination of Reef protection activities by local communities
- empower local communities, including traditional owners, to engage in a culture of stewardship that delivers positive outcomes for the Reef.

There will be other grant opportunities as part of this program and we will publish the opening and closing dates and any other relevant information on [business.gov.au](#) and [GrantConnect](#).

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)¹.

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

2.1. About the Protecting the Great Barrier Reef – Community Stewardship Program Round 1

The Protecting the Great Barrier Reef – Community Stewardship Program Round 1 will fund large coordinated, community based on-ground Reef protection projects that:

- target key habitats for ecosystem and species health
- build long-lasting community stewardship and enhanced commitment to protect and care for the Reef across the Great Barrier Reef Catchments.

Project activities will contribute to at least one of the following Reef Trust Outcomes:

- Reef Trust Outcome 1: Improve the quality of water entering the Great Barrier Reef from broad-scale land use to increase the health and resilience of the Great Barrier Reef
- Reef Trust Outcome 2: Improve the health and resilience of coastal habitats
- Reef Trust Outcome 3: Improve and protect marine biodiversity.

The objectives of the grant opportunity are to:

- improve the health and resilience of key Reef habitats
- enhance the commitment and participation of local communities, including traditional owners, to protect and care for the Reef through environmentally responsible practices
- strengthen coordination and delivery of Reef protection activities by local communities across the Great Barrier Reef Catchments.

The intended outcomes of the grant opportunity are:

- local communities empowered to care for the Reef, through community based on-ground Reef protection projects targeting key habitats for Reef ecosystem and species health, including:
 - refugial waterholes
 - wetlands
 - seagrass
 - bird habitats
 - fish nursery habitats.
- reef protection activities that contribute to the delivery of the Reef 2050 Plan to protect and manage the Reef
- contribution to at least one of the Reef Trust Outcomes.

3. Grant amount and grant period

3.1. Grants available

The Australian Government has announced a total of \$12.5 million over 7 years for the program. For Round 1, \$6.5 million is available from 2023-24 to 2026-27.

- The minimum grant amount is \$500,000.
- The maximum grant amount is \$6.5 million.

The grant amount will be up to 100 per cent of eligible expenditure.

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

If you enter into a grant agreement under the program, you cannot receive other grants for the same project activities from other Commonwealth, state or territory granting programs.

3.2. Project period

The maximum project period is 3 years.

4. Eligibility criteria

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

4.1. Who is eligible to apply for a grant?

To be eligible you must:

- have an Australian Business Number (ABN)

and be one of the following entities:

- an entity, incorporated in Australia
- an Aboriginal and Torres Strait Islander Corporation registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth)
- an incorporated association
- an incorporated not for profit organisation
- a publicly funded research organisation (PFRO) as defined in section 0
- an Australian local government agency or body as defined in section 0
- Queensland state government agency or body.

Joint applications are acceptable, provided you have a lead organisation who is the main driver of the project and is eligible to apply. For further information on joint applications, refer to section 7.2.

4.2. Additional eligibility requirements

We can only accept applications where projects will:

- have relevant permits and approvals in place, or the ability to obtain relevant permits and approvals, within an appropriate timeframe to deliver the objectives and outcomes by the end of the project period
- contribute to at least one of the Reef Trust Outcomes listed in Section 2.1

We cannot waive the eligibility criteria under any circumstances.

4.3. Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an organisation, or your project partner is an organisation, included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- an employer of 100 or more employees that has [not complied](#) with the *Workplace Gender Equality Act (2012)*
- an individual
- a partnership
- an unincorporated association
- an entity not included in section 4.1
- a trust (however, an incorporated trustee may apply on behalf of a trust).

5. What the grant money can be used for

5.1. Eligible grant activities

To be eligible your project must:

- be aimed at building long-lasting community stewardship across the Great Barrier Reef Catchments, to enhance commitment to protect and care for the Reef through environmentally responsible practices and strengthen coordination of delivery of protection activities by local communities
- support a coordinated approach to community-based on-ground projects across the Reef that deliver tangible and reportable benefits, outcomes and improvement for key habitats for Reef ecosystem and species health, including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats
- support the outcomes and objectives of the Reef 2050 Plan, one or more of the Reef Trust Outcomes, and the outstanding universal values of the GBR World Heritage Area
- have at least \$500,000 in eligible expenditure.

Your project may be an extension of or build on an existing project, however you must clearly demonstrate the project is additional to any existing projects or grant activities.

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

- on-ground community stewardship actions that support improving the health and resilience of key Reef habitats for ecosystem and species health (including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats)
- on-ground enabling activities for community stewardship such as community engagement (including development of action plans, training, education, communication) that support improving the health and resilience of key Reef habitats for ecosystem and species health (including refugial waterholes, wetlands, seagrass, bird habitats and fish nursery habitats). On-ground enabling activities may include:
 - knowledge building activities including events, awareness raising initiatives and citizen science activities
 - promotion and development of leadership including skills development and training or workshops
 - networking and facilitation of partnerships including establishment of committees and working groups to develop and implement stewardship action, networking and planning to support or enable stewardship, and community engagement activities.

We may also approve other activities where you can demonstrate that actions will increase community stewardship and support the outcomes and objectives of the Reef 2050 Plan.

5.2. Eligible locations

Your project can include activities at different locations, as long as they are all in the Great Barrier Reef Coast Marine Park, the Great Barrier Reef Natural Resource Management regions or habitats/ecosystems within the Great Barrier Reef Catchments that have a clear and direct effect on the Great Barrier Reef Coast Marine Park and wider Great Barrier Reef Marine Park.

5.3. Eligible expenditure

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

Eligible expenditure items include the following, where they are directly related to the project:

- labour and on-costs for personnel directly employed in delivering the project activities (this should be calculated on a pro-rata basis relative to their time commitment). This excludes project management or project co-ordination costs which are covered under administrative support below
- contractor costs for the delivery of eligible project activities. All contractors must have a written contract prior to starting any project work. Invoices from contractors must contain a detailed description and breakdown of the work including hours and hourly rates
- costs associated with administrative support activities up to a maximum of 10 per cent of total eligible expenditure incurred through the delivery of eligible project activities
- costs associated with purchase, lease or hire of equipment where needed to undertake eligible activities
- costs associated with monitoring and reporting (excluding grant reporting) activities up to a maximum of 5 per cent of total eligible expenditure
- domestic travel limited to the reasonable cost of accommodation and transportation required to conduct agreed project activities in Australia
- staff training that directly supports the achievement of project outcomes
- costs you incur in order to obtain planning, environmental or other regulatory approvals during the project period. However, associated fees paid to the Commonwealth, state, territory and local governments are not eligible
- the cost of an independent audit of project expenditure up to a maximum of 1 per cent of total eligible project expenditure.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

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

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project audit activities.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

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

5.4. What the grant money cannot be used for

Expenditure items that are not eligible are:

- activities that fall outside of the Great Barrier Reef Coast Marine Park, Great Barrier Reef Natural Resource Management regions or habitats/ecosystems within the Great Barrier Reef Catchments that do not have a clear and direct effect on the on the Great Barrier Reef Coast Marine Park and wider Great Barrier Reef Marine Park

- activities that are likely to have a significant adverse impact on any matter of national environmental significance under the *Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)*
- activities that do not support or contribute to the delivery of the Reef 2050 Plan and Reef Trust Outcomes
- cost of fencing that is a landholder's normal responsibility (for example stock fencing or boundary fencing)
- costs related to preparing the grant application, preparing any project reports (except costs of independent audit reports we require) and preparing any project variation requests
- fees paid to the Commonwealth, state, territory and local governments to obtain planning, environmental or other regulatory approvals
- the management of pests, diseases and/or weed species that legally require control
- research activities not directly supporting eligible activities
- activities, equipment or supplies that are already being supported through other sources
- costs incurred prior to the agreed project start date
- any in-kind contributions
- financing costs, including interest
- non-project-related staff training and development costs
- depreciation of plant and equipment
- recurring or ongoing operational expenditure (including insurance, maintenance, rent, water and rates, postage, legal and accounting fees and bank charges).

This list is not exhaustive and applies only to the expenditure of the grant funds. Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or that they are contrary to the objective of the program. You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

6. The assessment criteria

You must address all assessment criteria in your application. We will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays character limits for each response.

We will only award funding applications that score at least 50 per cent against each assessment criterion.

6.1. Assessment criterion 1

Alignment with the Program objectives and outcomes (50 points).

You must demonstrate this through identifying how:

- a. your project aligns with the Reef Trust Outcomes, including supporting the maintenance or enhancement of the outstanding universal value of the Great Barrier Reef (Reef) World Heritage Area

- b. your project contributes to the Reef 2050 Plan (in particular relating to Work Area 5 and Enabler A)
- c. your project will deliver increased protection and improved health and resilience of key habitats for ecosystem and species health across the Great Barrier Reef Catchments
- d. you intend to facilitate the development of long-lasting community stewardship, participation and involvement, to empower local communities and support them to manage and deliver activities
- e. you intend to use the grant funding to leverage support and funding opportunities from other partners and community stakeholders, to support the outcomes of the grant program (including ongoing monitoring and management) beyond the life of the grant.

6.2. Assessment criterion 2

Capacity, capability and resources to deliver the project (50 Points).

You must demonstrate this by identifying:

- a. your track record of successfully managing similar projects
- b. your access to personnel with the right skills and experience in delivering your project activities
- c. your readiness to commence the project (with appropriate insurance and approvals if applicable)
- d. how you plan to manage the delivery of the project including obtaining permits, approvals, methodology, budget, risk management and governance
- e. how you will monitor and evaluate the project, including baseline data, stewardship activities, the proposed measures of success/indicators and targets linked to the objectives and outcomes of the project and how this information will be used to assess, adapt and report progress.

7. How to apply

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

Applicants should read all eligibility and assessment criteria closely and attach detailed evidence that supports the assessment criteria.

To apply, you must:

- complete and submit the application through the online [portal](#)
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments.

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

After submitting your application, we can contact you for clarification if we find an error or any missing information, including evidence that supports your eligibility/merit. The acceptance of any additional information provided after the submission of your application is at the discretion of the

program delegate. Additional information should not materially change your application at the time it was submitted and therefore may be refused if deemed to be purely supplementary.

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

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

7.1. Attachments to the application

You must provide the following documents with your application:

- a detailed project plan
- a detailed project budget
- a risk management and mitigation plan
- a letter of support from project partners (where applicable) that includes the details outlined in section 7.2
- trust deed (where applicable).

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

7.2. Joint (consortia) applications

We recognise that some organisations may want to join together as a group to deliver a project. In these circumstances, you must appoint a lead organisation. Only the lead organisation can submit the application form and enter into the grant agreement with the Commonwealth. The application must identify all other members of the proposed group and include a letter of support from each of the project partners. Each letter of support should include:

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

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

7.3. Timing of grant opportunity processes

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your project around September 2024.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	6 weeks
Approval and announcement of successful applicants	4 weeks
Negotiations and award of grant agreements	4 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	September 2024
Project completion date	3 years from the agreed start date
End date of grant commitment	6 months after project completion date

7.4. Questions during the application process

If you have any questions during the application period, [contact us](#) at business.gov.au or by calling 13 28 46.

8. The grant selection process

8.1. Assessment of grant applications

We first review your application against the eligibility criteria.

If eligible, your application will be assessed against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.²

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

- the overall objectives of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought.

If applications are scored the same, the program delegate will consider value for money and alignment to the program objectives to recommend applications for funding.

8.2. Who will assess applications?

We will establish a committee comprised of employees from DCCEEW to assess applications. The committee may also seek additional advice from independent technical experts or advisors to inform the assessment process.

² See glossary for an explanation of 'value with money'.

The committee will assess your application against the assessment criteria and compare it to other eligible applications before recommending which projects to fund. The committee, and any expert or advisor, will be required to perform their duties in accordance with the CGRGs.

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

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

8.3. Who will approve grants?

The decision maker (who is a senior executive in DCCEE with policy responsibility for the program) decides which grants to approve taking into account the recommendations of the committee and the availability of grant funds.

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

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding.

We cannot review decisions about the merits of your application.

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

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

You can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it.

9.1. Feedback on your application

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us.

10. Successful grant applications

10.1. The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. A sample [grant agreement](#) is available on [business.gov.au](#) and GrantConnect.

We will manage the grant agreement through the online portal. This includes issuing and executing the grant agreement. Execute means both you and the Commonwealth have accepted the agreement. We are not responsible for any expenditure you incur and cannot make any payments until a grant agreement is executed.

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

If you enter an agreement under the program, you cannot receive other grants for the same activities from other Commonwealth, state or territory granting programs.

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

We will use a standard grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the decision maker.

10.2. Specific legislation, policies and industry standards

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

In particular, you will be required to comply with state/territory legislation in relation to working with children.

10.2.1. Child safety requirements

You must comply with all relevant legislation relating to the employment or engagement of anyone working on the project that may interact with children, including all necessary working with children checks.

You must implement the [National Principles for Child Safe Organisations](#)³ endorsed by the Commonwealth.

You will need to complete a risk assessment to identify the level of responsibility for children and the level of risk of harm or abuse, and put appropriate strategies in place to manage those risks. You must update this risk assessment at least annually.

You will also need to establish a training and compliance regime to ensure personnel are aware of, and comply with, the risk assessment requirements, relevant legislation including mandatory reporting requirements and the National Principles for Child Safe Organisations.

You will be required to provide an annual statement of compliance with these requirements in relation to working with children.

10.3. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)

³ <https://www.humanrights.gov.au/our-work/childrens-rights/national-principles-child-safe-organisations>

- any financial contribution provided by you or a third party.

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

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

10.4. Grant Payments and GST

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities⁴.

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

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of execution.

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#), Section 5.3, We may also publish this information on business.gov.au. This information may include:

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

12. How we monitor your grant activity

12.1. Keeping us informed

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

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

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

⁴ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

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

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

12.2. Reporting

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

- progress against agreed project milestones and outcomes
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

You may be required to report to DCCEEW using the Monitoring, Evaluation, Reporting and Improvement Tool (MERIT reporting tool) to help the Commonwealth evaluate environmental outcomes at a project and program level. The reporting required in MERIT will not be duplicative of information required in project reports.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

12.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

12.2.2. Ad-hoc reports

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

12.2.3. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project

- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

12.3. Audited financial acquittal report

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

12.4. Grant agreement variations

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

- changing project milestones
- extending the timeframe for completing the project
- changing project activities.

The program does not allow for:

- an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date. You can submit a variation request via our online portal.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

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

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

12.5. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. For large or complex projects, we may visit you after you finish your project. We will provide you with reasonable notice of any compliance visit.

12.6. Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7. Evaluation

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

We may contact you up to two years after you finish your project for more information to assist with this evaluation.

12.8. Acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

The program logo should be used on all materials related to grants under the program. Whenever the logo is used, the publication must also acknowledge the Commonwealth as follows:

‘Protecting the Great Barrier Reef – Community Stewardship Program – an Australian Government initiative’.

13. Probity

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

13.1. Enquiries and feedback

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

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

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

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

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

General Manager External Program Branch
Business Grants Hub and Integrity Division
Department of Industry, Science and Resources
GPO Box 2013
CANBERRA ACT 2601

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

13.2. Conflicts of interest

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

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel

- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

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

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

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

We publish our [conflict of interest policy](#)⁵ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

13.3. Privacy

Unless the information you provide to us is:

- confidential information as per below, or
- personal information as per below.

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

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

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

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

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

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

We, or the Minister, may:

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

You may read our [Privacy Policy](#)⁶ on the department's website for more information on:

- what is personal information

⁵ <https://www.industry.gov.au/publications/conflict-interest-policy>

⁶ <https://www.industry.gov.au/data-and-publications/privacy-policy>

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

13.4. Confidential information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

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

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

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

We may disclose confidential information:

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

We may also disclose confidential information if:

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

13.5. Freedom of information

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

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

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

14. Glossary

Term	Definition
administering entity	When an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
application form	The document issued by the program delegate that applicants use to apply for funding under the program.
assessment criteria	The specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application ranking.
Australian local government agency or body	Local government bodies and agencies are established by state and territory governments to take responsibility for a number of community services. Their powers are defined by the state or territory government which established them, and those state or territory governments have primary responsibility for funding and supervision of local councils.
Committee	The body established by DCCEEW to consider and assess eligible applications and make recommendations to the decision maker for funding under the program.
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.
Community	A range of types of organisations and sectors, including traditional owners, community organisations, local councils, local businesses and youth (GBRF <i>Community Climate Action for the Reef</i> grants, 2023 – FAQs: How is a community defined).
completion date	The expected date that the grant activity must be completed and the grant spent by.
date of effect	Can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
Department	The Department of Industry, Science and Resources.
decision maker	A Senior Executive in DCCEEW with policy responsibility for the program.

Term	Definition
eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
eligible application	An application or proposal for grant funding under the program that the program delegate has determined is eligible for assessment in accordance with these guidelines.
eligibility criteria	Refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.3.
General Manager	Position title for Senior Executive Service level staff within DISR.
grant	For the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ol style="list-style-type: none"> a. under which relevant money⁷ or other Consolidated Revenue Fund (CRF) money⁸ is to be paid to a grantee other than the Commonwealth; and b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	Refers to the project/tasks/services that the grantee is required to undertake.
Grant agreement	A legally binding contract that sets out the relationship between the Commonwealth and a grantee for the grant funding, and specifies the details of the grant.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
Grant opportunity	Refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
Grant program	A 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single DCCEEW Portfolio Budget Statement Program.

⁷ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

⁸ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
GrantConnect	The Australian Government’s whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The individual/organisation which has been selected to receive a grant.
Great Barrier Reef Catchments	Great Barrier Reef catchment and river basins regions map (www.qld.gov.au)
Great Barrier Reef Coastal Marine Park	About marine parks Environment, land and water Queensland Government (www.qld.gov.au)
Minister	The Commonwealth Minister for the Environment and Water.
On-ground	<p>On-ground refers to project activities that monitor, survey, or directly make a change to, the state of the natural biophysical environment, such as:</p> <ul style="list-style-type: none"> ▪ land / soil ▪ plants / animals and their habitats ▪ coasts / wetlands / waterways. <p>Stewardship activities where participant learning / training is undertaken as part of an on-ground activity, such as learning about tree planting while undertaking tree planting, are considered on-ground.</p> <p>Stewardship activities that involve participants visiting sites to learn how to appropriately address an environmental issue and where subsequent practice change forms part of the project may be considered on-ground.</p> <p>All costs associated with planning, advertising and undertaking an on-ground activity may be considered an on-ground cost.</p>
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program delegate	A manager within the department with responsibility for administering the program.

Term	Definition
Program funding or program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.
Publicly funded research organisation (PFRO)	All higher education providers listed at Table A and Table B of the <i>Higher Education Support Act 2003</i> (Cth) and corporate Commonwealth entities, and state and territory business enterprises which undertake publicly funded research.
Restoration	The process of assisting the recovery of damaged, degraded, or destroyed ecosystems.
Selection criteria	Comprises of eligibility criteria and assessment criteria.
Stewardship	Environmental stewardship refers to the actions taken by individuals, groups or networks to protect, manage, care for or responsibly use the environment in pursuit of positive environmental and social outcomes.
value with money	<p>Value with money in this document refers to ‘value with relevant money’ which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> ▪ the quality of the project proposal and activities; ▪ fitness for purpose of the proposal in contributing to government objectives; ▪ that the absence of a grant is likely to prevent the grantee and government’s outcomes being achieved; and ▪ the potential grantee’s relevant experience and performance history.

13.7 MINUTES OF THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**File Number:** 10-06-2024**Author:** Coordinator Community Development**Authoriser:** Chief Executive Officer**PRECIS**

The minutes of the Art, Culture and Heritage Advisory Committee be received for information.

SUMMARY

The minutes of the Art, Culture and Heritage Advisory Committee be received for information.

OFFICER'S RECOMMENDATION

That the minutes of the South Burnett Regional Council; Arts, Culture and Heritage Advisory Committee meetings listed below be received and noted:

1. Meeting Minutes November 2023
2. Meeting Minutes February 2024
3. Meeting draft minutes April 18, 2024

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

ENHANCING LIVEABILITY AND LIFESTYLE

EC4 Develop and implement a regionally themed Arts, Culture and Heritage Strategic Plan incorporating all of our communities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Arts, Culture and Heritage Advisory Committee

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Arts, Culture and Heritage Advisory Committee Policy – ID 2787778

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

The minutes of the Art, Culture and Heritage Advisory Committee be received for information.

ATTACHMENTS

1. **ACHAC Meeting Minutes_November 2023**  
2. **ACHAC Meeting Minutes_February 2024_FINAL**  
3. **ACHAC MeetingAPRIL18 _ DRAFT MINUTES**  



Minutes

Of the

Art Culture and Heritage Advisory Committee

Held in the
South Burnett Regional Council Chambers, Kingaroy

9 November 2023

Minutes of the South Burnett Art, Culture and Heritage Advisory Committee Meeting, held at the Warren Truss Chambers, Kingaroy on Thursday, 9 November at 9 am.

PRESENT:

- Cr. Danita Potter – South Burnett Regional Council
- Cr. Jane Erkins – South Burnett Regional Council
- Leisa Wilson – South Burnett Regional Council
- Debra Moore – South Burnett Regional Council
- Robyn Dower – South Burnett Arts
- Fan Van Vegchel – Kingaroy Art Gallery
- Elaine Madill – Wondai Art Gallery
- Andrew Maddern – South Burnett Musical Comedy Society
- Craig Reiger - South Burnett Musical Comedy Society
- Valerie Matthews – Nanango Theatre Company
- Pam Kerr – Community Representative
- Kerry Lloyd – Community Representative

1.	OPENING
1.1	Welcome and acknowledgement of country. The Chair, Cr Potter opened the meeting at 9.08am
1.2	Apologies Jon Fearnley, Maureen Addenbrooke
1.3	Confirmation of minutes of previous meetings That the minutes of the previous meeting held on Thursday, 13 July 2023 be confirmed. <p style="text-align: right;">Moved: Second:</p> Minutes were not tabled. Leisa to send minutes via email.
1.4	Confirm Quorum A quorum was present at the meeting.
2.	ACTIONS FROM PREVIOUS MEETING
2.1	Agenda Submission and Meeting Action Register There were no outstanding items.
3.	GUEST SPEAKER
3.1	Regional Arts Service Network (RASN) Trudie Leigo (Regional Arts Manager) provided a RASN update. Trudie gave an overview of the outcomes and participation numbers of the program. Ironing maidens report. Pilot project with 4 regional councils. Feedback – the project held in Kingaroy was not as successful as they had hoped. Coincided with relay for life and other activities. Year 12 exams were on and more lead in time is needed and not to do these events in term 3.

	<p>KSHS & St Marys have been offered follow up programs. Andrew will follow up with St Mary’s and provide a response to Trudie.</p> <p>Trudie will be doing more work in this space to deliver more projects within the region.</p> <p>Public art development program Trudie – Gave an overview of the program to the committee.</p> <p>Bundaberg Regional Council has contributed 20k to the project. An Arts Summit will be run in Bundaberg on 22 & 23 February 24. The 2 day Summit will have guest speakers from national bodies (national arts org) and people that run festivals.</p> <p>A follow up from the Summit is that a Master class workshop may tour the region for 2 days in the South Burnett up to 15 participants. It may cover how to develop a proposal, maintain artwork etc. Some bursaries have also been included for 4 people to be able to attend the Master Class.</p> <p>Committee to discuss the Summit and will have an answer to Trudie within 4 weeks. Leisa to follow up with Trudie to get more information on the Summit and distribute to the committee.</p> <p>Valerie asked if there was any funding available to engage youth into the performing arts and how can they kickstart their programs. Trudie will talk directly to Valerie to assist her with this program.</p>
<p>4.</p>	<p>MATTERS FOR DISCUSSION</p>
<p>4.1</p>	<p>Public Art Strategy</p> <p>Discussion: \$10k allocated through the committee in the last meeting. This figure has not been confirmed.</p> <p>Motion Agree to the RASN Public Art Development Program 2024 and the committee supports this with \$10k from the RADF funding.</p> <p style="text-align: right;">Moved: Elaine Madill Seconded: Robyn Dower Unanimous.</p>

4.2	<p>Quick response round – must align to previous committee meetings</p> <p>That the committee support and offer up to \$1k for each approved application. A total of \$5k will be allocated to this funding and once expended.</p> <p>No motion was moved. Motion was from previous meeting.</p> <p>Moved: Seconded: Unanimous</p>
4.3	<p>Art, Culture and Heritage Advisory Committee</p> <p>Secretary proposed change to the Terms of Reference.</p> <p>Discussion: Leisa to review TOR to see if it changes were sent to Council for approval.</p>
4.4	<p>Art, Culture and Heritage Strategic Plan</p> <p>Discussion: The committee discussed the feedback from the community consultations.</p> <p>Leisa to develop a survey to determine the committees' priorities for strategic plan. Then this information is to go out to the general public for feedback.</p>
5	GENERAL BUSINESS
5.1	<p>Upcoming Events</p> <ul style="list-style-type: none"> - Leaving Jackson, Friday 8 December
6.	MEETING CLOSE
6.1	Meeting Summary and close 11.15am
6.2	<p>Next Meeting – 15 Feb 2024</p> <p>9 am to 11 am. Meetings dates are approved for 2024.</p>



Minutes

Of the

Art Culture and Heritage Advisory Committee

Held in the
South Burnett Regional Council Chambers, Kingaroy

8 February 2024

Minutes of the South Burnett Art, Culture and Heritage Advisory Committee Meeting, held at the Warren Truss Chambers, Kingaroy on Thursday, 8 February 2024

PRESENT:

- 1. Cr. Danita Potter – South Burnett Regional Council
- 2. Cr. Jane Erkens – South Burnett Regional Council
- 3. Leisa Wilson – South Burnett Regional Council
- 4. Melanie Doheny – South Burnett Regional Council
- 5. Robyn Dower – South Burnett Arts
- 6. Andrew Maddern – South Burnett Community Orchestra
- 7. Craig Reiger - South Burnett Musical Comedy Society
- 8. Valerie Matthews – Nanango Theatre Company
- 9. Pam Kerr – Community Representative
- 10. Jon Fearnley – Nanango Theatre Company

Apologies

Cr Jane Erkens
Debra Moore – Manager Community & Lifestyle SBRC

1.	OPENING
1.1	Welcome and acknowledgement of country. The Chair, Cr Potter opened the meeting at 9.06am
1.2	Apologies: Cr Jane Erkens
1.3	Confirmation of minutes of previous meetings That the minutes of the previous meeting held on 9 th November 2023 be confirmed. Moved: Second: Minutes were not tabled. Leisa to send minutes via email.
1.4	Confirm Quorum A quorum was present at the meeting.
2.	ACTIONS FROM PREVIOUS MEETING
2.1	
3.	Terms of Reference - ACHAC
3.1	Public Art Proposal \$10K request by RASN from SBRC. Public Art Summit bursary for travel to event too late to support. Possible that Masterclass could be supported. Action: MD To contact TL to discuss. RD and MD will be attending Public Art Summit in Bundaberg.
4.	MATTERS FOR DISCUSSION

4.1	<p>Valerie Matthews attending a Jute Theatre Company event in Cairns representing the South Burnett.</p> <p>Noted</p>
4.2	<p>Ringsfield House</p> <p>DP updated committee on activities at Ringsfield House on behalf of JE. Palace Players and monthly art exhibitions as a trail to activate spaces.</p>
4.3	<p>Terms of Reference (TOR)</p> <p>Discussion:</p> <p>Current committee term ends 30 June 2024. Terms of reference will need to be updated with consideration of engaged representation from the ACH community.</p> <p>Action: MD to review current TOR and email prior to April meeting for confirmation at April meeting. Consideration of town representation, attendance and commitment to meetings.</p> <p>Call for nominations for new representatives in May.</p> <p>Mailing list to be developed for the EOI for nominations</p>
4.4	<p>ACH Strategic Plan - See general business.</p>
5	<p>GENERAL BUSINESS</p>
5.1	<p>Art, Culture and Heritage Strategic Plan</p> <p>Discussion:</p> <ul style="list-style-type: none"> • The committee discussed the feedback from the community consultations. Notes taken on the draft ACH Strategic Plan. • Key recommendations to add to the Plan. • Appointment of a ACH Officer within SBRC to drive actions. • Branding and marketing better communication actions. • Build on what we have already such as • Festivals or activation of spaces – precincts and 10 year artistic plans. • Showcases of the region and towns ACH – Regional Showcase • More Storytelling • Public and Heritage trails • RADF support ongoing and more applications to grow the fund and support. <p>LW to amend plan with ACHAC recommendations and send via email to receive feedback and finalise.</p>
6.	<p>MEETING CLOSE</p>
6.1	<p>Meeting Summary and close 11.11am</p>
6.2	<p>Next Meeting – 18 April 2024</p>

DRAFT MINUTES
South Burnett Art, Culture and Heritage Advisory Committee
Meeting held at
Warren Truss Chambers, Kingaroy
Thursday 18 April 2024

Attendees

	Name	Position/Department
1.	Cr Danita Potter	Councilor, South Burnett Regional Council
2.	Cr Jane Erkens	Councilor, South Burnett Regional Council
3.	Melanie Doheny	Community Development Officer
4.	Robyn Dower	South Burnett Arts Inc.
5.	Fran Van Vegchel	Kingaroy Art Gallery
6.	Elaine Madill	Wondai Art Gallery
7.	Andrew Maddern	South Burnett Community Orchestra
8.	Craig Reiger	South Burnett Musical Comedy Society
9.	Valerie Mathews	Nanango Theatre Company
10.	Pam Kerr	Community Representative

1.	OPENING – 9.03am
1.1	Welcome and acknowledgement of country.
1.2	Apologies: Debra Moore Jon Fernley Kerry Lloyd Leisa Wilson Russ Lebsanft
1.3	Confirmation of minutes of previous meetings That the minutes of the previous meeting held on 8 th February 2024 moved as true and correct. Andrew Maddern – Seconded Elaine Madill
1.4	Confirm Quorum
2.	ACTIONS FROM PREVIOUS MEETING
2.1	Terms of Reference - ACHAC Draft new TOR tabled for review and discussion. Current committee term ends 30 June 2024. Terms of reference draft for consideration of engaged representation from the ACH committee. To be presented to SBRC at next meeting so nominations can be called by next meeting on 13 June.
2.2	ACH Strategic Plan – Final Draft presented. One photo to be updated. Committee has recommended a marketing campaign be implemented as part of the release of the document. MD to send a draft media release to Committee for comment.
3.	Matters for discussion
3.1	Policies in review <ul style="list-style-type: none"> • Heritage Collection Policy – update no major changes • Arts Culture and Heritage Policy – update – inclusion of new ACH Strategy • RADF Policy – Discussion on the new rounds <ul style="list-style-type: none"> • 1. Quick Response – up to \$1000 2-week turnaround • 2. Project – from \$1000 - \$3000 • 3. Major Project Round – Regional focussed project up to \$15,000 • Regional Arts Development Fund Committee Terms of Reference – changes read. To be sent to Committee for final review. • SBRC Art Collection Policy – new policy. Discussion on criteria of how to assess collection. MD to contact Qld Art Gallery for a curation to visit and discussion curation, exhibition and restoration program. • Suggestion of the SBRC appointing a Collection Manager. • New draft policy to be presented to SBRC and ACH.
3.2	Grant SBRC Update <ul style="list-style-type: none"> - FRRR – Grant application of \$20k for Summits - Regional Arts Fund - \$30k for project staff for delivery of CREATIVE South Burnett. - New RADF Smarty Grants criteria to be reviewed by MD. Must include consultation with RADF officer as a mandatory criteria. - Marketing Plan for RADF rounds to be drafted for ACH Committee – MD - Showcase of RADF projects to be promoted on SBRC Website - MD

	<ul style="list-style-type: none"> - QASP – Arts Queensland - \$130k for delivery of Find your Path Framework. - SBRC RADF Application – 2nd May 2024
3.3	<p>CREATive hubs delivery Framework and Artistic Plan 2024 – 2025 DRAFT ONLY</p> <p>Document final draft to committee for comment for presentation to SBRC as the delivery framework for the SBRC ACH Strategic Plan.</p>
5.	Other matters arising
	Ringsfield House – JE update on exhibitions once a month. Opportunity for SBRC drive events for networking and social events. Jo Newberry previous Ukraine exhibition as template. Curtain Call Morning Melodies in the Chapel.
	NAIDOC Week draft program of events SBRC support through cross council 9am participation with raising of the flag ceremony. Other events discussed in attached.
6.	Meeting Summary and close – 10.33am
6.1	<p>Next Meeting – June 13, 2024</p> <p>Morning tea</p> <p>Presentation by Simone Eisler</p> <p>Conclusion of ACH Presentation - 12pm</p>

13.8 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**File Number: 10-06-2024****Author: Coordinator Development Services****Authoriser: Chief Executive Officer****PRECIS**

List of correspondence pending completion of assessment report.

SUMMARY

Reports pending completion of assessment as of 10 June 2024

OFFICER'S RECOMMENDATION

That the List of correspondence pending completion of assessment report as of 10 June 2024 be received and noted.

REPORT**Reconfiguration of a Lot (RAL) applications**

1. RAL23/0002 – Reconfiguration of a lot – Boundary Realignment at 858 Memerambi Gordonbrook Road GORDONBROOK
2. RAL23/0023 – Reconfiguration of a Lot – Subdivision (5 Lots into 25 Lots), New Road and Drainage Easements at 70, 84 & 104 Crumpton Drive BLACKBUTT NORTH
3. RAL23/0034 – Reconfiguration of a Lot – Subdivision (1 Lot into 2 Lots) at Haager Drive MOFFATDALE
4. RAL24/0001 – Reconfiguration of a Lot – Subdivision (1 Lot into 31 Lots) at 22-30 Bridget Carroll Road KINGAROY
5. RAL24/0002 – Reconfiguration of a Lot – Boundary Realignment (3 Lots into 3 Lots) at 866 Manumbar Road & Scotts Lane RUNNYMEDE
6. RAL24/0003 – Reconfiguration of a Lot – Boundary Realignment (3 Lots into 3 Lots) at Runnymede Estate Road & 1354 Runnymede Road RUNNYMEDE
7. RAL24/0007 – Reconfiguration of a Lot – Boundary Realignment (2 Lots into 2 Lots) at 591 Ellesmere Road & Druce Road ELLESMERE
8. RAL24/0009 – Reconfiguration of a Lot – Subdivision (1 Lot into 2 Lots) at 281 Haly Street KINGAROY
9. RAL24/0010 – Reconfiguration of a Lot – Subdivision (1 Lot into 2 Lots) at 271 Radunzs Road BOOIE
10. RAL24/0011 – Reconfiguration of a Lot – Subdivision (1 Lot into 2 Lots) at 41 Elouera Drive SOUTH NANANGO
11. RAL24/0012 – Reconfiguration of a Lot – Subdivision (1 Lot into 3 Lots) at 38 Couchmans Road KINGAROY (not properly made)

Material Change of Use (MCU) Applications

1. MCU21/0017 – Material Change of Use – Expansion of the existing piggery (57,000SPU) at 592 Morgans Road, WINDERA (and described as Lot 49 on MZ555 & Lot 203 on SP251979)
2. MCU21/0019 – Other Change to Existing Approval – Material Change of Use (Master Planned Community and Development Permit for Reconfiguration of a lot (1 lot into 6 lots plus parkland dedication) at Corner Bunya Highway & Taylors Road KINGAROY
3. MCU22/0011 – Motorsport and Ancillary Facilities and Caretakers' Residence and ERA (63) for Sewerage Treatment at Lewis Duff Road BALLOGIE

4. MCU23/0008 – Material Change of Use – Food & Drink Outlet and Function Facility (associated with RAL23/0008) at 20 Fork Hill Drive MOFFATDALE
5. MCU23/0018 – Material Change of Use – Multiple Dwelling (15 Units) at 44 Stephens Street West MURGON
6. MCU23/0025 – Material Change of Use – High Impact Industry (Wooden & Laminated Manufacturing) & ERA at 2-30 Kemp Street WONDAI
7. MCU23/0031 – Material Change of Use – Extension of Feedlot at 1344 Memerambi Barkers Creek Road WATTLE CAMP
8. MCU23/0034 – Material Change of Use – Sawmill at 157 Boonenne Road GOODGER
9. MCU24/0002 – Preliminary Approval (including Variation Request) at 22-30 Bridget Carroll Road KINGAROY
10. MCU24/0009 – Material Change of Use – Hotel Extension (Carrollee Hotel) and Shop Extension (Bottle Shop) at 2, 4 & 6-12 King Street and 2 Mary Street KINGAROY
11. MCU24/0012 – Minor Change for “Direct to Boot” Service for Woolworths Kingaroy at 29-45 Alford Street KINGAROY
12. MCU24/0013 – Material Change of Use – Multiple Dwelling (3 x 2-bedroom units) at 10 Agnes Street KINGAROY
13. MCU24/0014 – Material Change of Use – Dual Occupancy at 171 Izzards Road SOUTH NANANGO
14. MCU24/0015 – Material Change of Use – medium Impact Industry (Glass & Aluminium Manufacturing) at 60 King Street NANANGO
15. MCU24/0016 – Material Change of Use – Major Electricity Infrastructure (BESS) at Ellesmere Road ELLESMERE
16. MCU24/0017 – Material Change of Use – Short-term Accommodation (4 x Cabins) at 297 Birt Road CORNDALE
17. MCU24/0018 – Minor Change to Existing Approval – Material Change of Use – Motor Vehicle (Showroom) at 77-81 & 75 Kingaroy Street KINGAROY
18. MCU24/0019 – Material Change of Use – Short-term Accommodation (3 x Cottages) at 40 Steinhardts Road MOFFATDALE

Operational Work (OPW) Applications

1. OPW24/0001 – Operational Work – Bulk Earthworks at 95 Markwell Street KINGAROY
2. OPW24/0004 – Operational Work – Bulk Earthworks (Cut & Fill) at 1 Kelvyn Street KINGAROY

ATTACHMENTS

Nil

13.9 DELEGATED AUTHORITY REPORTS (28 NOVEMBER 2023 TO 10 JUNE 2024)**File Number: 10-06-2024****Author: Coordinator Development Services****Authoriser: Chief Executive Officer****PRECIS**

This report provides a list of all planning and development related reports signed by the Chief Executive Officer under delegated authority from the end of November 2023 to 10 June 2024.

SUMMARY

This report comprises a listing of reports approved by delegated authority from 29 November 2023 until 10 June 2024. The department will provide more regular updates from July 2024.

OFFICER'S RECOMMENDATION

That the Delegated Authority report be received.

BACKGROUND**Approved December 2023**

1. MCU23/0021 – Material Change of Use for Multiple Dwellings (3 x 2-bedroom units) at 1 Kelvyn Street KINGAROY (and described as Lot 101 on SP257227)
2. RAL23/0021 – Reconfiguration of a Lot for Subdivision (1 Lot into 3 Lots) and New Road at 20-28 Glendon Street KINGAROY (and described as Lot 2 on SP334465)
3. RAL23/0031 – Reconfiguration of a Lot for Boundary Realignment (4 Lots into 2 Lots) at 100-102 & 102B Drayton Street NANANGO (and described as Lots 1 & 3 on RP50634 and Lots 4 & 5 on RP4266)
4. RAL23/0033 – Reconfiguration of a Lot for Boundary Realignment (4 Lots into 4 Lots) at 524 Brooklands Pimpimbudgee Road, Brooklands Peron Road, 171 Paky Creek Back Road & Brooklands Peron Road BROOKLANDS (and described as Lots 1 & 2 on RP50450 and Lots 21 & 22 on FY2569)
5. RAL23/0036 – Reconfiguration of a Lot for Boundary Realignment (2 Lots into 2 Lots) at 11301 & 11319 Bunya Highway CRAWFORD (and described as Lots 2 & 4 on SP305471)

Approved January 2024

1. RAL23/0040 – Minor Change to Existing Approval (RAL22/0026) for Reconfiguration of a Lot for Subdivision (1 Lot into 3 Lots) at 163 Bowman Road BLACKBUTT NORTH (and described as Lot 94 on RP891602)

Approved February 2024

1. MCU23/0022 – Material Change of Use for Utility Installation (Waste Transfer Station) at 91 Maidenwell Bunya Mountains Road MAIDENWELL (and described as Lot 159 on FY2744)
2. MCU23/0028 – Material Change of Use for Short-Term Accommodation (10 x Units) at 32, 34 & 36 Knight Street KINGAROY (and described as Lots 1, 2 & 3 on RP57507)
3. RAL23/0026 – Reconfiguration of a Lot for Subdivision (1 Lot into 3 Lots) at 92 Anita Road BLACKBUTT NORTH (and described as Lot 14 on RP206873)
4. RAL23/0029 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 2 Moore Street KINGAROY (and described as Lot 6 on RP168371)
5. RAL23/0030 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 4 Gilliland Crescent BLACKBUTT NORTH (and described as Lot 57 on RP206873)

6. RAL23/0032 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 91 Maidenwell Bunya Mountains Road MAIDENWELL (and described as Lot 159 on FY2744)
7. RAL23/0036 – Reconfiguration of a Lot for Boundary Realignment (2 Lots into 2 Lots) at 11301 & 11319 Bunya Highway CRAWFORD (and described as Lots 2 & 4 on SP305471)
8. RAL23/0038 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) and Access Easement at 5368 Kingaroy Burrandowan Road CHAHPINGAH (and described as Lot 9 on BO148)
9. RAL23/0042 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 383 Crumpton Drive BLACKBUTT NORTH (and described as Lot 3 on RP174020)
10. OPW23/0016 – Extension to Currency Period to Existing Approval (OPW19/00011) for Internal Operational Work for at 1 Kelvyn Street KINGAROY (and described as Lot 2 on SP265824)
11. OPW23/0017 – Extension to Currency Period to Existing Approval (OPW19/0007) for External Operational Work for at 1 Kelvyn Street KINGAROY (and described as Lot 2 on SP265824)

Approved March 2024

1. MCU23/0027 – Material Change of Use for Shop at 75-79 Haly Street and 72 Edward Street WONDAI (and described as Lots 1 & 2 on RP6088 and Lot 3 on RP185328)
2. MCU23/0033 & RAL23/0041 – Material Change of Use for Hotel & Shop (Bottle Shop) and Reconfiguration of a Lot for Access Easement as 153-155 Kingaroy Street KINGAROY (and described as Lot 66 & 67 on RP7914)
3. RAL23/0039 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 2 Waterview Drive MOFFATDALE (and described as Lot 1 on SP207409)

Approved April 2024

1. MCU23/0032 – Material Change of Use for Multiple Dwelling (14 x 2-bedroom units) over 4 Stages at 103, 105 & 105A Alford Street KINGAROY (and described as Lots 26, 27 & 28 on SP27285)
2. MCU24/0001 – Minor Change to Existing Approval (3/353/118) for Material Change of Use (Food & Drink Outlet) at 209-211 Haly Street KINGAROY (and described as Lot 17 on RP850947)
3. OPW24/0002 – Operational Work for Carpark at 84-94 Ivy Street KINGAROY (and described as Lot 165 on SP261287)

Approved May 2024

1. MCU24/0004 – Other Change to Existing Use to include Short-Term Accommodation Use at 27-31 Pound Street KINGAROY (and described as Lot 25 on RP213857)
2. RAL24/0004 – Reconfiguration of a Lot for Subdivision (1 Lot into 3 Lots) at 17 Gipps Street NANANGO (and described as Lot 1 on RP52020)
3. RAL24/0005 – Reconfiguration of a Lot for Subdivision (1 Lot into 2 Lots) at 15 George Street NANANGO (and described as Lot 11 on SP339120)
4. RAL24/0008 – Minor Change and Extension of Currency Period to Existing Approval (RAL17/0006) for Reconfiguration of a Lot for Subdivision (1 Lot into 4 Lots) at 53 Logan Street KINGAROY (and described as Lot 200 on SP303240)
5. OPW24/0003 – Operational Work for Bulk Earthworks and Landscaping Works at 233-253 Haly Street KINGAROY (and described as Lot 7 on RP47277)

Approved June 2024

1. MCU23/0026 & OPW23/0015 – Material Change of Use for Showroom and Operational Work for Road Work, Stormwater, Drainage Work, Earthworks, Landscaping and

Access/Driveway) at 5-13 Rogers Drive KINGAROY (and described as Lots 9, 26, 27, 28 & 29 on SP180642)

ATTACHMENTS

Nil

14 QUESTIONS ON NOTICE**14.1 QUESTION ON NOTICE - MURGON LANDFILL****File Number:** 19.06.2024**Author:** Acting General Manager Liveability**Authoriser:** Chief Executive Officer

The following question on notice was received from Mayor Duff.

Question

How many more trucks are going to be going through Borcharts Hill Road in the next two or three months?

Response

The below answers have been based on the tonnages taken at Nanango Landfill in the last four (4) week period.

How many additional trucks will be entering Murgon Landfill while the weighbridge installations are progressing at Nanango and Wondai?

The below figures are estimates only, as figures vary daily.

- There will be an estimated 22 single truck loads or 10-15 Truck and Dog combination loads per week.
- It is predicted that the current Murgon loads and the additional combined will be 7-10 per day (the current movements are between 3-4 loads a day).

How much extra tonnes of rubbish?

- Total 'deemed' weight will be estimated around 470 tonnes.

RECOMMENDATION

That the response to the question regarding Murgon Landfill raised by Mayor Duff be received and noted.

ATTACHMENTS

Nil

15 INFORMATION SECTION

Nil

16 CONFIDENTIAL SECTION

OFFICER'S RECOMMENDATION

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*:

16.1 South Burnett Community Hospital Foundation Limited - Constitutional Amendments

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

16.2 South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 30 April 2024

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.

16.3 Waste Strategy and Management - Waste Disposal Options

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.

16.4 Customer phone-calls, after-hours calls and lone-worker monitoring

This matter is considered to be confidential under Section 254J - b and 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 industrial matters affecting employees and 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.

16.5 Coolabunia Clearing facility and Saleyards Cattle and Horse Tick Inspection Contract Arrangements

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.

17 CLOSURE OF MEETING