



AGENDA

Ordinary Council Meeting Wednesday, 15 December 2021

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

Date: Wednesday, 15 December 2021

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 FORWARDING PETITION STRONGLY OPPOSING THE STATE GOVERNMENT COVID-19 MANDATORY VACCINATION

File Number: 15/12/2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Forwarding petition Forwarding petition strongly opposing the State Government COVID-19 Mandatory Vaccination

SUMMARY

A petition has been received Forwarding petition strongly opposing the State Government COVID-19 Mandatory Vaccination

OFFICER'S RECOMMENDATION

That the Petition be received and referred to the Chief Executive Officer to determine appropriate action.

BACKGROUND

N/A

ATTACHMENTS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 NOVEMBER 2021

File Number: 15/12/2021

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Council Meeting held on 24 November 2021 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 24 November 2021**



MINUTES

**Ordinary Council Meeting
Wednesday, 24 November 2021**

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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, 24 NOVEMBER 2021 AT 9.00AM**

PRESENT:

Councillors:

Cr Brett Otto (Mayor), Cr Gavin Jones (Deputy Mayor), Cr Kathy Duff, Cr Roz Frohloff, Cr Danita Potter, Cr Kirstie Schumacher, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Carolyn Knudsen (Acting General Manager Finance & Corporate), Peter O'May (General Manager Community), Ged Brennan (Acting General Manager Infrastructure), Lynelle Paterson (Coordinator Executive Services)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Kingaroy District Minister's Association, Pastor Andy Dunkin offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 14.8 - Coolabunia Saleyards - Working Group Report**

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

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

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest in relation to **Item 14.10 - Bunya Mountains Community Association Inc - Application under Stronger Communities Programme Round 7**

The nature of my interest is as follows:

This declarable conflict of interest arises due to owning a freehold property on the Bunya Mountains and I am a member of the Bunya Mountains Community Association.

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

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest in relation to **Item 19.1 - South Burnett Community Hospital – The nature of my interest is as follows:**

This declarable conflict of interest arises because I am a member of the South Burnett Community Hospital Board.

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

I, Cr Kathy Duff inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 14.8 - Coolabunia Saleyards - Working Group Report**

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

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

I, Cr Gavin Jones inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 14.8 - Coolabunia Saleyards - Working Group Report**

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

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

I, Cr Scott Henschen inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 14.8 - Coolabunia Saleyards - Working Group Report**

This declarable conflict of interest arises as I may have a perceived relationship with a cattle agent who operates at the site.

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

6 DEPUTATIONS/PETITIONS

6.1 DEPUTATION - STEVE DYER

Steve Dyer addressed Council regarding the pensioner discount for dog registrations.

6.2 DEPUTATION - ANN EDIE AND BARBARA HOCKEY

Ann Edie and Barbara Hockey addressed Council regarding maintenance of Whelan Street Hivesville.

6.3 MOTION - DOG REGISTRATIONS

RESOLUTION 2021/241

Moved: Cr Kathy Duff
 Seconded: Cr Danita Potter

That Council provide a 50% discount on all dog registration fees for eligible residents in receipt of a pension card.

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

Against: Crs Gavin Jones, Roz Frohloff and Scott Henschen

CARRIED 4/3

FORESHADOWED MOTION

Moved: Cr Danita Potter

That the discount provided to pensioners be added to the budget agenda for the 2022/2023 budget discussions.

The motion lapsed.

6.4 MOTION - WHELAN STREET HIVESVILLE

MOTION

Moved: Cr Kathy Duff
 Seconded: Cr Danita Potter

That on the basis of evidence that Whelan Street was a formed and maintained road under the previous Wondai Shire Council this Council continue to recognise the road as a formed road and allocate capital funding to upgrade the road to gravel standard and provide ongoing maintenance.

In Favour: Crs Brett Otto, Kathy Duff and Kirstie Schumacher

Against: Crs Gavin Jones, Roz Frohloff, Danita Potter and Scott Henschen

LOST 3/4

MOTION

RESOLUTION 2021/242

Moved: Cr Kathy Duff
 Seconded: Cr Gavin Jones

That Item 14.5 be brought forward and discussed.

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

Against: Nil

CARRIED 7/0

14.5 MONDURE HALL - FUTURE PLANS FOR MAINTENANCE AND TENURE ARRANGEMENTS.

RESOLUTION 2021/243

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That Council investigate the proposal put forward by the Mondure Hall Committee dated 5 November 2021 with regards to future tenure arrangements and maintenance of the hall and a report be brought back to the February Community Standing Committee.

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

Against: Nil

CARRIED 7/0

MOTION

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That Council:

1. Consult with the community to determine future use, asset management and tenure arrangements for Mondure Hall and
 2. Seek legal advice to finalise the preferred tenure arrangements which may include making application to the Supreme Court of Queensland to provide a ruling
-

AMENDMENT

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That Council:

1. Consult with the community to determine future use, asset management and tenure arrangements for Mondure Hall and a report be brought back to the February Community Standing Committee Meeting;
2. Seek legal advice to finalise the preferred tenure arrangements which may include making application to the Supreme Court of Queensland to provide a ruling; and
3. if that is the case then Council consider a draft MOU after the February Community Standing Committee Meeting with the committee to ensure that they can progress building works prior to the 30 June 2022.

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

Against: Nil

CARRIED 7/0

The Amendment became the resolution

RESOLUTION 2021/244

Moved: Cr Kathy Duff
 Seconded: Cr Gavin Jones

That Council:

1. Consult with the community to determine future use, asset management and tenure arrangements for Mondure Hall and a report be brought back to the February Community Standing Committee Meeting;
2. Seek legal advice to finalise the preferred tenure arrangements which may include making application to the Supreme Court of Queensland to provide a ruling; and
3. if that is the case then Council consider a draft MOU after the February Community Standing Committee Meeting with the committee to ensure that they can progress building works prior to the 30 June 2022.

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

Against: Nil

CARRIED 7/0

ADJOURN MORNING TEA

RESOLUTION 2021/245

Moved: Cr Brett Otto
 Seconded: Cr Scott Henschen

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2021/246

Moved: Cr Brett Otto
 Seconded: Cr Scott Henschen

That the meeting resume at 11.28am

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

Against: Nil

CARRIED 7/0

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 20 OCTOBER 2021

RESOLUTION 2021/247

Moved: Cr Danita Potter
 Seconded: Cr Scott Henschen

That the Minutes of the Council Meeting held on 20 October 2021 be received and the recommendations therein be adopted.

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

Against: Nil

CARRIED 7/0

7.2 MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 3 NOVEMBER 2021

RESOLUTION 2021/248

Moved: Cr Scott Henschen
 Seconded: Cr Roz Frohloff

That the Minutes of the Special Council Meeting held on 3 November 2021 be received and the recommendations therein be adopted.

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

Against: Nil

CARRIED 7/0

7.3 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 10 SEPTEMBER 2021

RESOLUTION 2021/249

Moved: Cr Danita Potter
 Seconded: Cr Gavin Jones

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 10 September 2021 be received.

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

Against: Nil

CARRIED 7/0

7.4 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 5 OCTOBER 2021

RESOLUTION 2021/250

Moved: Cr Scott Henschen
 Seconded: Cr Danita Potter

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 5 October 2021 be received.

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

Against: Nil

CARRIED 7/0

8 BUSINESS OUTSTANDING

8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2021/251

Moved: Cr Kirstie Schumacher
 Seconded: Cr Gavin Jones

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

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

Against: Nil

CARRIED 7/0

8.1.1 QUESTION ON NOTICE - CCTV CAMERAS AND SECURITY LIGHTING

Question on notice from Cr Duff:

The cameras and security lighting on the rail trail from Youngman Street to Meiers Road, when is that getting done? A report to be provided to the next Community Standing Committee

8.1.2 QUESTION ON NOTICE - PARKS & GARDENS ADVISORY COMMITTEE

Question on notice from Cr Duff:

With the Parks & Gardens Advisory Committee, what is happening to progress that. A report will be provided to the next Community Standing Committee.

8.1.3 QUESTION ON NOTICE - SIGNS

Question on notice from Cr Schumacher:

Has the Roundabout Name signage been progressed? There are two roundabout signs in Kingaroy that are starting to fall over – one in front of the Kingaroy town swimming pool and one in Moore street. Is there plans to replace those signs in accordance with the style guide?

8.1.4 QUESTION ON NOTICE - GREAT BARRIER REEF CATCHMENT

Question on notice from Cr Schumacher:

Cr Schumacher requested an update be provided in relation to her question on notice from 30 June 2021 on the Great Barrier Reef Catchment.

8.1.5 PETITION FROM WHEATLANDS STATE SCHOOL

RESOLVED 2021/252

Chief Executive Officer to provide an update to the December Executive & Finance & Corporate Standing Committee Meeting in relation to the petition from Wheatlands State School.

9 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT

9.1 NOTICE TO REPEAL SOUTH BURNETT BURNETT REGIONAL COUNCIL RESOLUTIONS - MINUTE NUMBERS 584 & 4291

RESOLUTION 2021/253

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That South Burnett Regional Council resolutions (Minute numbers 584 & 4291) adopting the South Burnett Regional Council South Burnett Tourism Advisory Committee Terms of Reference – Strategic029 and South Burnett Regional Council Disposal of Council Real Estate Policy – Statutory032 be repealed.

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

Against: Nil

CARRIED 7/0

9.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL HERITAGE COLLECTION POLICY - STRATEGIC003

RESOLUTION 2021/254

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

That the South Burnett Regional Council Heritage Collection Policy – Strategic003 be adopted as presented.

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

Against: Nil

CARRIED 7/0

9.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL MAGPIE BEHAVIOUR MANAGEMENT POLICY - STATUTORY061

RESOLUTION 2021/255

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the South Burnett Regional Council Magpie Behaviour Management Policy – Statutory061 be adopted as presented.

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

Against: Crs Gavin Jones, Roz Frohloff and Scott Henschen

CARRIED 4/3

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

RESOLUTION 2021/256

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

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

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

Against: Nil

CARRIED 7/0

9.5 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2021/257

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 31st October 2021 be received and noted.

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

Against: Nil

CARRIED 7/0

9.5.1 QUESTION ON NOTICE - RMPC CLAIMS

Question on notice from Cr Schumacher:

How do we monitor and audit RMPC Claims to ensure we are actually claiming all relevant expenditure during the year?

9.5.2 QUESTION ON NOTICE- RESTRICTED CASH

Question on Notice from Cr Schumacher:

With the Williams Road Benarkin project, was the \$450,000 from restricted funds in addition to the funds we had contributed through the CAPEX program or were we always planning to fund that project with this method. Requesting to understand unspent reseal program reserves better. Is this something we traditionally do if there are funds there that have been allocated for reseals that we haven't spent.

9.6 QUEENSLAND AUDIT OFFICE - FINAL MANAGEMENT REPORT FOR SOUTH BURNETT REGIONAL COUNCIL

RESOLUTION 2021/258

Moved: Cr Roz Frohloff

Seconded: Cr Kirstie Schumacher

That subject to Section 213 of the *Local Government Regulation 2012* the Auditor-General has presented to the Mayor of the South Burnett a copy of the Auditor-General's observation report about an audit of the South Burnett's financial statements that includes observations and suggestions made about issues arising out of the audit for adoption. It is recommended that Council adopt the Final Management Report as presented.

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

Against: Nil

CARRIED 7/0

9.7 LOANS TO COMMUNITY ORGANISATION - WONDAI PROSTON WOLVES RUGBY LEAGUE CLUB INC

RESOLUTION 2021/259

Moved: Cr Danita Potter
 Seconded: Cr Kathy Duff

That Council endorse the CEO's approval of a community loan for \$30,000 being for the upgrading of lighting over the main oval on the lease area based on the following conditions:

1. The Club is successful in securing the additional funding required for the upgrade
2. The loan being repaid in full within a two (2) year period
3. The loan will be interest free for this repayment period
4. Payments will be made on a quarterly basis
5. A personal guarantee from individuals is provided for the amount of the loan

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

Against: Nil

CARRIED 7/0

9.8 COUNCIL DEPOTS - ICE MACHINES

RESOLUTION 2021/260

Moved: Cr Roz Frohloff
 Seconded: Cr Gavin Jones

That South Burnett Regional Council:

1. Approve the purchase and installation of six new dispensing ice machines at Council's depots for the cost of \$63,000 (excluding GST).
2. A capital budget allocation of \$63,000 be provided for this project with funding sourced from unallocated 2021/22 annual depreciation (building asset class) and that the budget adjustment be included in the next capital budget review.

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

Against: Nil

CARRIED 7/0

10 PORTFOLIO – ROADS & DRAINAGE

10.1 OPTIONS ON GRADING WHELAN STREET HIVESVILLE

RESOLUTION 2021/261

Moved: Cr Kirstie Schumacher
 Seconded: Cr Gavin Jones

That a report be brought back to the May 2022 Infrastructure Standing Committee Meeting detailing all unformed roads in the South Burnett Region that have existing residential landholders who have

made enquiries to Council in relation to road maintenance so further planning can be undertaken to consider these issues.

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

Against: Nil

CARRIED 7/0

Attendance:

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

At 12:19 pm, Cr Danita Potter returned to the meeting.

10.2 CONSTRUCTION OF A FORMED ROAD TO LOT 29 RP36980 AND LOT 10 M5421 MEMERAMBI

RESOLUTION 2021/262

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That the requirement for the construction of a formed road to Lot 29 RP36980 and Lot 10 M5421, Memerambi is the developer's responsibility, that the current constructed road does not meet the standard and that this advice be reiterated in writing to the developer.

In Favour: Crs Brett Otto, Gavin Jones, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Cr Kathy Duff

CARRIED 6/1

MOTION

MOTION

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting adjourn.

During the adjournment a presentation was made to Wondai Timber Museum Volunteers for 20 years of service. A presentation was made to Council Employee Stacey Perrett for 10 years of service.

RESUME MEETING

RESOLUTION 2021/263

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 1.45pm.

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

Against: Nil

CARRIED 7/0

Attendance:

Acting General Manager Infrastructure Ged Brennan did not return to the meeting.
 Manager Water & Wastewater Tim Low was in attendance with the meeting resumed.

11 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION

11.1 APPLICATION FOR FUNDING UNDER THE STRONG AND RESILIENT COMMUNITIES ACTIVITY - INCLUSIVE COMMUNITIES GRANT

RESOLUTION 2021/264

Moved: Cr Roz Frohloff
 Seconded: Cr Danita Potter

That South Burnett Regional Council endorse the submission of an application under the Strong and Resilient Communities Activity grant.

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

Against: Nil

CARRIED 7/0

12 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES

12.1 ADOPTION OF MOST APPROPRIATE USE ASSESSMENT FOR 1 POUND STREET, KINGAROY

RESOLUTION 2021/265

Moved: Cr Kirstie Schumacher
 Seconded: Cr Danita Potter

That

1. The report prepared by AEC for the most appropriate use of Council-owned property at Pound Street, Kingaroy, described as Lot 13 on RP814986, be adopted by Council as the preferred development of the property
2. A suitably qualified and experienced contractor be engaged to prepare a masterplan for the property.

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

Against: Nil

CARRIED 7/0

13 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT

13.1 STORM DAMAGE TO MT WOOROLIN RESERVOIR ROOF

RESOLUTION 2021/266

Moved: Cr Roz Frohloff
 Seconded: Cr Danita Potter

That Council Officers investigate options for the roof replacement and arrange the replacement roof as a matter of urgency.

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

Against: Nil

CARRIED 7/0

13.2 GORDONBROOK DAM ACCEPTABLE FLOOD CAPACITY (AFC) CONCEPT DESIGN, SAFETY REVIEW WORKS AND BUDGET REVIEW

RESOLUTION 2021/267

Moved: Cr Roz Frohloff
 Seconded: Cr Gavin Jones

That Council:

1. Provide sufficient operational/capital budget during the 2021/2022 and 2022/2023 financial years to undertake the additional necessary assessment and reports (as stipulated in Additional AFC Works Requirements section) required by the regulator under the Gordonbrook Dam (#0657) Dam Safety Condition Schedule prior to the Gordonbrook Dam Spillway AFC works.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2021/268

Moved: Cr Roz Frohloff
 Seconded: Cr Danita Potter

That the following items be considered in the 2022/2023 budget considerations:

1. that Council adopt the recommended concept design for Gordonbrook Dam Spillway AFC works and corresponding reviewed budget estimate, and ensure sufficient budget is provided into Council’s Water and Wastewater Operational Budget and Forward Works Program to allow the AFC works to be completed by 1 October 2025;
 2. That Council ensure sufficient capital is maintained in the current forward works budget to allow for additional Dam Safety items to be rectified as identified in the report.
-

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

Against: Nil

CARRIED 7/0

13.3 INVITATION TO NOMINATE A COUNCILLOR TO BE PART OF THE PROJECT ADVISORY GROUP FOR THE DEVELOPMENT OF THE DARLING DOWNS AND SOUTH WEST REGIONAL WASTE MANAGEMENT STRATEGY AND INFRASTRUCTURE PLAN

RESOLUTION 2021/269

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That Council nominate Councillor Frohloff to be part of the Project Advisory Group for the development of the Darling Downs and South West Regional Waste Management Strategy and Infrastructure Plan.

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

Against: Nil

CARRIED 7/0

13.3.1 NOMINATION TO THE STEERING GROUP OF THE DARLING DOWNS SOUTH WEST REGIONAL WASTE MANAGEMENT STRATEGY AND INFRASTRUCTURE PLAN.

RESOLUTION 2021/270

Moved: Cr Brett Otto

Seconded: Cr Roz Frohloff

That Council nominate Cr Schumacher to be put forward as a nomination to the Steering Group of the Darling Downs South West Regional Waste Management Strategy and Infrastructure Plan.

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

Against: Nil

CARRIED 7/0

14 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS

14.1 LIONS PARK SIGNAGE - BIG PEANUT

RESOLUTION 2021/271

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

1. That South Burnett Regional Council approve the proposed signage on sides one (1) and two (2) of the plinths in Lions Park, depicting two major sponsors and the inclusion of community nut funders on the rear surface; and
2. That Council authorise the Chief Executive Officer to finalise arrangements for an official opening with the plaque to be installed pursuant to Queensland Government Funding Guidelines.

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

Against: Nil

CARRIED 7/0

14.2 WONDAI A P & I SOCIETY INC - SEEKING SUPPORT FOR THE RECONNECTION OF POWER

RESOLUTION 2021/272

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That South Burnett Regional Council contribute \$6,567.59 to the reconnection of electricity to the caller's box at the Wondai Showgrounds.

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

Against: Nil

CARRIED 7/0

14.3 PROSTON POOL MANAGEMENT

RESOLUTION 2021/273

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That in accordance with *Section 257 of the Local Government Act 2009* the Chief Executive Officer be delegated authority to finalise negotiations and enter a contract with the current applicant.

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

Against: Nil

CARRIED 7/0

14.4 RESOLUTION OF TENURE FOR COMMUNITY HALLS HELD IN TRUST BY COUNCIL

RESOLUTION 2021/274

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That South Burnett Regional Council consider the future management and ownership of the Tingoora and Cloyna Halls by:

1. Undertaking consultation with Hall Committees and the community to determine opportunities and preferred management and ownership options
2. Seek legal advice and progress with preferred management or tenure options
3. If required, make application to the Supreme Court of Queensland to provide a ruling on tenure or management arrangements.

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

Against: Nil

CARRIED 7/0

Attendance:

At 10:18.am, Cr Danita Potter left the meeting.
 At 10:21 am, Cr Danita Potter returned to the meeting.
 At 10:33 am, CEO Mark Pitt left the meeting.
 At 10:36 am, CEO Mark Pitt returned to the meeting.

14.6 LEASE - BLACKBUTT SPORTSGROUND OVAL TO TIMBERTOWN SPORTING AND COMMUNITY HUB INC.

RESOLUTION 2021/275

Moved: Cr Kirstie Schumacher
 Seconded: Cr Gavin Jones

That South Burnett Regional Council enter into a Lease with the Timbertown Sporting and Community Hub Inc. for Lot 33 on RP32391 and Lot 78 on RP167978

- a) For a term of 10 years
- b) For \$75.00 per annum (plus GST)

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

Against: Nil

CARRIED 7/0

14.7 UPDATE - STREET CLEANER DEMONSTRATION

RESOLUTION 2021/276

Moved: Cr Kathy Duff
 Seconded: Cr Kirstie Schumacher

That

1. the purchase and/or hire of a street cleaner and EcoVac be referred to the 2022/2023 budget deliberations;

2. the CBD Working Group be requested to establish service standards incorporating a street cleaner and EcoVac for operations throughout the region, including preparation of a business plan.

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

Against: Nil

CARRIED 7/0

Attendance:

At 2:14 pm, Cr Scott Henschen, having earlier informed the meeting of a declarable conflict of interest in Item 14.8 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

14.8 COOLABUNIA SALEYARDS - WORKING GROUP REPORT

RESOLUTION 2021/277

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

1. That the report be received, and South Burnett Regional Council adopt the Coolabunia Saleyards Working Group Action Plan, as amended; and
2. That the Working Group be directed to continue to develop and implement the Action Plan, with updates to Council on a regular basis.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Kirstie Schumacher

Against: Nil

CARRIED 6/0

Attendance:

At 2:15 pm, Cr Scott Henschen returned to the meeting.

14.9 WORKS FOR QUEENSLAND (W4Q) 2021-2024

MOTION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That Council endorse the following projects for completion under the 2021 - 2024 Works for Queensland Program with the program balance yet to be confirmed.

Project Type / Project Title	Description	Proposed allocation	21/22	22/23
CBD Renewal Infrastructure Upgrades	-	\$1,000,000		

Kumbia CBD	Improve entry aesthetics and accessibility on Bell St, Kumbia.			\$300,000
Community Building Upgrades and Maintenance		\$830,000		
Murgon			\$180,000	
Across Region	Operational maintenance		\$100,000	\$100,000
Open Space Refurbishments		\$1,800,000		
Aerodrome Fencing	Kingaroy and Wondai		\$370,000	
Murgon Park / Amenities Upgrades	QEII Park renewal		\$150,000	\$150,000
Proston Parks	Railway Park renewal		\$50,000	
Kingaroy Park / Amenities Upgrades	Kingaroy Park Redevelopment - Detailed design and delivery of master plan		\$100,000	
Wondai Park / Amenities Upgrades	Upgrade amenities x 3 [McKell, Dingo Creek & Coronation].		\$100,000	
Regional Park / Amenities Upgrades	Benarkin Park renewal		\$100,000	
Water Infrastructure Upgrades		\$2,000,000		
			\$1,150,000	\$550,000
	Allocation	\$5,630,000		
	Current Projects Total	\$1,600,000		
	Unconfirmed Balance	\$3,930,000		

AMENDMENT

MOTION

Moved: Cr Kirstie Schumacher
 Seconded: Cr Gavin Jones

That Council endorse the following projects for completion under the 2021 - 2024 Works for Queensland Program with the program balance yet to be confirmed.

Project Type / Project Title	Description	Proposed allocation	21/22	22/23
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CBD Renewal - Infrastructure Upgrades		\$1,000,000		
Kumbia CBD	Improve entry aesthetics and accessibility on Bell St, Kumbia.			\$300,000
Community Building Upgrades and Maintenance		\$830,000		
Murgon			\$180,000	
Across Region	Operational maintenance		\$100,000	\$100,000
Open Space Refurbishments		\$1,800,000		
Aerodrome Fencing	Kingaroy and Wondai		\$370,000	
Murgon Park / Amenities Upgrades	QEII Park renewal		\$150,000	\$150,000
Proston Parks	Railway Park renewal		\$50,000	
Kingaroy Park / Amenities Upgrades	Kingaroy Park Redevelopment of Lions Park		\$100,000	
Wondai Park / Amenities Upgrades	Upgrade amenities x 3 [McKell, Dingo Creek & Coronation].		\$100,000	
Regional Park / Amenities Upgrades	Benarkin Park renewal		\$140,000	
Water Infrastructure Upgrades		\$2,000,000		
Mt Wooroolin Reservoir	Design Phase			\$250,000
			\$1,190,000	\$800,000
	Allocation	\$5,630,000		
	Current Projects Total	\$1,600,000		
	Unconfirmed Balance	\$3,930,000		

CARRIED 7/0

The Amendment became the motion

RESOLUTION 2021/278

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That Council endorse the following projects for completion under the 2021 - 2024 Works for Queensland Program with the program balance yet to be confirmed.

Project Type / Project Title	Description	Proposed allocation	21/22	22/23
CBD Renewal - Infrastructure Upgrades		\$1,000,000		
Kumbia CBD	Improve entry aesthetics and accessibility on Bell St, Kumbia.			\$300,000
Community Building Upgrades and Maintenance		\$830,000		
Murgon			\$180,000	
Across Region	Operational maintenance		\$100,000	\$100,000
Open Space Refurbishments		\$1,800,000		
Aerodrome Fencing	Kingaroy and Wondai		\$370,000	
Murgon Park / Amenities Upgrades	QEII Park renewal		\$150,000	\$150,000
Proston Parks	Railway Park renewal		\$50,000	
Kingaroy Park / Amenities Upgrades	Kingaroy Park Redevelopment of Lions Park		\$100,000	
Wondai Park / Amenities Upgrades	Upgrade amenities x 3 [McKell, Dingo Creek & Coronation].		\$100,000	
Regional Park / Amenities Upgrades	Benarkin Park renewal		\$140,000	
Water Infrastructure Upgrades		\$2,000,000		
Mt Wooroolin Reservoir	Design Phase			\$250,000
			\$1,190,000	\$800,000
	Allocation	\$5,630,000		
	Current Projects Total	\$1,600,000		
	Unconfirmed Balance	\$3,930,000		

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

Against: Nil

CARRIED 7/0

Attendance:

At 2:37 pm, Cr Kirstie Schumacher, having earlier informed the meeting of a declarable conflict of interest in Item 14.10 and her decision to voluntarily not participate in the decision on this matter, left

the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

MOTION

RESOLUTION 2021/279

Moved: Cr Brett Otto
 Seconded: Cr Danita Potter

That Item 14.10 be dealt with at today’s meeting.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

CARRIED 6/0

14.10 BUNYA MOUNTAINS COMMUNITY ASSOCIATION INC - APPLICATION UNDER STRONGER COMMUNITIES PROGRAMME ROUND 7

RESOLUTION 2021/280

Moved: Cr Gavin Jones
 Seconded: Cr Kathy Duff

That Council endorse the Bunya Mountains Community Association Inc’s “*Allan Stirling Memorial Park Accessibility Project*” application under Round 7 of the Stronger Communities Programme.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

CARRIED 6/0

Attendance:

At 2:38 pm, Cr Kirstie Schumacher returned to the meeting.

15 PORTFOLIO - REGIONAL DEVELOPMENT

15.1 BOONDOOMA DAM FISH STOCKING ASSOCIATION - YELLOWBELLY COMPETITION 2022

RESOLUTION 2021/281

Moved: Cr Gavin Jones
 Seconded: Cr Kirstie Schumacher

That South Burnett Regional Council support the Boonooma Dam Fish Stocking Association with in-kind support for the 2022 Yellowbelly Competition and delegate the Chief Executive Officer to finalise the assistance.

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

Against: Nil

CARRIED 7/0

16 NOTICES OF MOTION

16.1 NOTICE OF MOTION - BATTLE OF THE BANDS/MUSICAL FESTIVAL

RESOLUTION 2021/282

Moved: Cr Danita Potter
 Seconded: Cr Roz Frohloff

That the South Burnett Regional Council support, by way of in-kind, facility and insurance, the “Burnett Bands Together” Music Festival which is a free concert for all.

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

Against: Nil

CARRIED 7/0

16.2 NOTICE OF MOTION - BLACKBUTT CBD

RESOLUTION 2021/283

Moved: Cr Gavin Jones
 Seconded: Cr Kirstie Schumacher

That South Burnett Regional Council commit \$300,000 from Local Roads and Community Infrastructure Program Round 3 to the Blackbutt CBD project in addition to the funding already allocated.

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

Against: Nil

CARRIED 7/0

16.2.1 QUESTION ON NOTICE - BLACKBUTT CBD

Question on notice from Cr Duff:

It was resolved at the October Infrastructure Standing Committee that an update of Blackbutt CBD works to be included in reporting each month. On 3 November 2021 there was an Infrastructure Standing Committee meeting and it just said that footpath renewal procurement currently underway in the portfolio report and amount of actual expenditure of \$96,891 and a budget amount of \$1,305,000. Why aren't we getting a more detailed breakdown of works? Is it possible for you to provide us with the costings of the project to date and what the additional money is being spent on? Report to the December Ordinary Meeting of Council.

17 INFORMATION SECTION

17.1 DELEGATED AUTHORITY REPORTS

RESOLUTION 2021/284

Moved: Cr Roz Frohloff
 Seconded: Cr Danita Potter

That the Delegated Authority report be received.

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

Against: Nil

CARRIED 7/0

17.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2021/285

Moved: Cr Danita Potter
 Seconded: Cr Scott Henschen

That the List of Correspondence pending completion of Assessment Report be received.

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

Against: Nil

CARRIED 7/0

18 QUESTIONS ON NOTICE

Nil

Attendance:

At 2:50 pm, Cr Kirstie Schumacher, having earlier informed the meeting of a declarable conflict of interest in Item 19.1 and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

19 CONFIDENTIAL SECTION

RESOLUTION 2021/286

Moved: Cr Danita Potter
 Seconded: Cr Gavin Jones

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*:

19.1 South Burnett Community Hospital

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

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

CARRIED 6/0

RESOLUTION 2021/287

Moved: Cr Brett Otto
 Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

CARRIED 6/0

19.1 SOUTH BURNETT COMMUNITY HOSPITAL

RESOLUTION 2021/288

Moved: Cr Danita Potter
 Seconded: Cr Gavin Jones

Further to Council’s resolution no. 2021/236, Council resolves, under *Local Government Act 2009*, section 257, to delegate to the chief executive officer of Council the power under section 262(3) of the *Act* to negotiate, finalise and execute a contract for the sale of the Land and Assets as identified in the schedule between Council and South Bank Medical Group Limited, on terms and conditions generally in accordance with the terms and conditions of the draft REIQ commercial land and buildings sale contract and Annexures A, B and C (**draft sale contract**) tabled before Council together with such additional amendments as the chief executive officer, in his opinion, reasonably considers are satisfactory to Council.

**Schedule
 (The Land and the Assets)**

The **Land** comprising:

- (a) lot 4 on SP146001;
- (b) lot 5 on SP146001; and
- (c) lot 2 on RP7925.

The **Assets** comprising all of the plant, equipment, fixtures, fittings and chattels itemised in:

- (a) the worksheet tabbed “Council” (comprising 18 asset line items) within the Excel spreadsheet document entitled “Property Listing #1 Asset Listing – Hospital August 2021”, (comprising

2 active worksheets); and

- (b) each of the worksheets tabbed as follows: “Fixed Assets”; “Artwork Assets”; “Mobile Assets”; “IT Equipment” and “Small Surgical Equipment” that comprise the Excel spreadsheet document entitled “Property Listing #2 Hospital Asset Count – 3 September 2021”,

but excluding:

- (c) The Artwork Assets listed in the document entitled "Lady Bjelke-Petersen Community Hospital Asset Audit Artwork Assets", contained In Annexure B to the draft sale contract; and
- (d) Foundation Property being all plant, equipment, fittings, and chattels owned by the South Burnett Community Hospital Foundation Limited A.C.N. 099 686 647 (“Foundation”) or to which the Foundation is entitled to possession (other than Seller Property referred to in Item J of the draft sale contract, and the Artworks Assets listed in subparagraph (c) above) as itemised in the worksheet tabbed “Foundation” (comprising 87 Asset Line Items) within the Excel spreadsheet document entitled “Property Listing #1 Asset Listing – Hospital August 2021” (comprising 2 active worksheets).

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen

Against: Nil

CARRIED 6/0

RESOLUTION 2021/289

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

1. Council, the sole member of the company, South Burnett Community Hospital Foundation Limited A.C.N. 099 686 647 (**Company**), specially resolves that it approves the Company taking the action, under the Company’s constitution rule 3.8(2)(k), to dispose of more than 10% of the Business at one time, being the disposal of all plant, equipment, fittings and chattels owned by the Company situated within the premises located at lot 4 on SP146001, lot 5 on SP146001 and lot 2 on RP7925 (**the Land**), as itemised in the worksheet tabbed “Foundation” (comprising 87 asset line items) in the Excel spreadsheet document entitled “Property Listing #1 Asset Listing – Hospital August 2021” (comprising two active worksheets) but excluding, if listed in the foregoing Excel spreadsheet, any plant, equipment, fixtures, fittings and chattels situated within those premises either:
 - (a) owned by Council or to which Council is entitled to possession; or
 - (b) to which the Company is entitled to possession but does not own,
 which disposal is to be made to the South Bank Medical Group Ltd A.C.N. 614 558 235 (**SBMG**), in exchange for consideration to be paid by SBMG to the Company in an amount determined by the Company’s Board and agreed to by SBMG, and is to occur either contemporaneously with SBMG becoming, or after (but not before) SBMG becomes, the owner of the Land.
2. Further, Council resolves, pursuant to *Local Government Act* section 257, to delegate to the chief executive officer of Council the authority under *Local Government Act* section 236 to sign a record of the passage of the special resolution made by Council under paragraph 1, for the purpose of recording the special resolution in the Company’s minute books in accordance with the Company’s constitution rules 3.1 and 3.9.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott

Henschen

Against: Nil

CARRIED 6/0

South Burnett Community Hospital Foundation Limited
A.C.N. 099 686 647
Special Resolution under Constitution Rules 3.1, 3.8(2)(k) and 3.9 to
Dispose of More than 10% of the Business at one time

SPECIAL RESOLUTION:

South Burnett Regional Council, the sole member of the Company, resolves that it approves the Company taking the action, under the Company’s constitution rule 3.8(2)(k), to dispose of more than 10% of the Business at one time, being the disposal of all plant, equipment, fittings and chattels owned by the Company situated within the premises located at lot 4 on SP146001, lot 5 on SP146001 and lot 2 on RP7925 (**the Land**), as itemised in the worksheet tabbed “Foundation” (comprising 87 asset line items) in the Excel spreadsheet document entitled “Property Listing #1 Asset Listing – Hospital August 2021” (comprising two active worksheets) but excluding, if listed in the foregoing Excel spreadsheet, any plant, equipment, fixtures, fittings and chattels situated within those premises either:

- (a) owned by Council or to which Council is entitled to possession; or
 - (b) to which the Company is entitled to possession but does not own,
- which disposal is to be made to the South Bank Medical Group Ltd A.C.N. 614 558 235 (**SBMG**), in exchange for consideration to be paid by SBMG to the Company in an amount determined by the Company’s Board and agreed to by SBMG, and is to occur either contemporaneously with SBMG becoming, or after (but not before) SBMG becomes, the owner of the Land.

Date:, 2021.

South Burnett Regional Council (as the sole member of the Company) is in favour of the special resolution to dispose of more than 10% of the Business at one time as stated in this instrument.

South Burnett Regional Council

by its delegate pursuant to *Local Government Act*, section 236:

.....
Mark Pitt, Chief Executive Officer

20 CLOSURE OF MEETING

The Meeting closed at 3.17pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 December 2021.

.....
CHAIRPERSON

8 BUSINESS OUTSTANDING**8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING****File Number:** 15-12-2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Business outstanding table for the Ordinary Council Meeting

SUMMARY

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

OFFICER'S RECOMMENDATION

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

BACKGROUND

N/A

ATTACHMENTS

1. **Business Outstanding Table** [↓](#) 

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Meeting Date: 15 December 2021

Attachment No: 1

Meeting	Subject	Resolution	Notes
Council 24/02/2021	Overgrown Allotment Enforcement	<p>RESOLUTION 2021/270</p> <p>Moved: Cr Kathy Duff Seconded: Cr Roz Frohloff</p> <p>That Council approve a review into the Overgrown Allotment operations of Council with a view to a stricter enforcement protocol.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>21 May 2021 1:34pm Patch, Craig Compliance still awaiting some feedback from other Council's as to what their O/G Allotment Policy is. Compliance then to formulate a draft O/G Allotment position.</p> <p>22 Jul 2021 2:49pm Patch, Craig A lacklustre response from other Councils. However, presently developing a draft Policy position based upon comments made by some councillors. This document will then be circulated to the councillors for their information and then returned to the Community Standing Committee for Council's consideration.</p> <p>17 Nov 2021 12:24pm Donohue, Kimberley Proposed report to be bought back to the December Community Standing Committee Meeting -</p>
Council 24/02/2021	Illegal Occupation of Private Land	<p>RESOLUTION 2021/271</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That Council approve the development of an Illegal Occupation on Private Land Policy, Procedure and Enforcement Strategy.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>21 May 2021 1:43pm Patch, Craig Awaiting legal advice in relation to some technical questions/aspects concerning certain aspects of the illegal occupation policy position document</p> <p>22 Jul 2021 2:48pm Patch, Craig Still seeking legal clarification on some points for the Policy position.</p> <p>17 Nov 2021 12:23pm Donohue, Kimberley Currently in the process of working on a report to bring to the December Community Standing Committee Meeting.</p>
Council 24/02/2021	Update to Standard Street Name Sign and Style Guides	<p>RESOLUTION 2021/262</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Roz Frohloff</p> <p>That Council resolves to adopt a standard street blade and roundabout street sign</p> <p>1. That the revisions to the standard street name sign drawing, as specified in Attachment one (1)</p>	

		<p>(option 4), be adopted and implemented on all new and replacement street name signs;</p> <p>2. That the standard roundabout name sign drawing, as specified in Attachment two (2) (option 5), be adopted and implemented on all new and replacement roundabout name signs; and</p> <p>3. That the style guidelines be updated to reflect the change to the standard street name sign.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 28/04/2021</p>	<p>Independent Accounting Analysis</p>	<p>RESOLUTION 2021/335</p> <p>Moved: Cr Brett Otto Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council work with our Chief Executive Officer to develop a strategy which provides a pathway to surplus by 2023/2024 and that such work commence in July 2021 with a view to finalisation of the strategy by 30 June 2022.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>21 May 2021 8:54am Pitt PSM, Mark CEO met with QTC representative and presentation organised for 3 June 2021 with QTC representatives on Budget preparation.</p> <p>20 Aug 2021 9:02am Pitt PSM, Mark Expression of interest place for training through collaborative partnership, Queensland Treasury Corporation (QTC), the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) and the University of Queensland (UQ) for a program with a specific purpose to build capability across the local government sector.</p> <p>15 Oct 2021 4:11pm Pitt PSM, Mark Contact has been again made with QTC - agreed to meet at LGAQ State Conference to discuss path forward</p> <p>01 Nov 2021 5:37pm Pitt PSM, Mark CEO met with Anthony Ottaway from QTC at LGAQ State Conference to discuss proposal and way forward. QTC can assist but also recommended an external resource to help progress report by 30 June 2022.</p> <p>03 Nov 2021 8:23am Pitt PSM, Mark</p>

			<p>QTC Education Program is sponsoring the Financial Management for Elected Members Workshop for key priority Councils around QLD - contact made and training sessions in WBBROC area unable to be completed before end of 2021 year - working with QTC to reschedule in Feb. 2022.</p> <p>01 Dec 2021 5:30pm Pitt PSM, Mark Advise that a 1day workshop may be offered in February 2022 - accepted offer and waiting on confirmation</p>
<p>Council 26/05/2021</p>	<p>Development of Murgon to Proston to Rail Trail</p>	<p>RESOLUTION 2021/393 Moved: Cr Roz Frohloff Seconded: Cr Danita Potter That: 1. A Councillor workshop be held to review relevant documentation and formulate an assessment process including consultation plan as required, to assist Council make an informed decision on this matter. 2. the Deputation parties be advised that Council will not be in a position to provide a response until further consideration on this matter has been made. 3. A further report be presented to a future Standing Committee Meeting. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil CARRIED 7/0</p>	<p>20 Jul 2021 11:53am Watt, Mark A councillor workshop will be convened in the near future, but approx. 1 to 2 months. 23 Aug 2021 5:17pm Watt, Mark Email to Councillors providing background material and feasibility study.</p>
<p>Council 30/06/2021</p>	<p>Local Law Review</p>	<p>RESOLVED 2021/405 Report back to first quarter budget review with a cost estimate for the Local Law Review.</p>	<p>22 Jul 2021 10:20am Patch, Craig Identifying potential consultants who could undertake this task for Council and obtain quotes from them to report back to Council.</p>

<p>Council 30/06/2021</p>	<p>Question on Notice - Great Barrier Reef Catchment</p>	<p>Question on notice from Cr Schumacher: What is Council's role in relation to the Great Barrier Reef Catchment and regulations. Report to be brought back.</p>
<p>Council 28/07/2021</p>	<p>Future Energy Hub</p>	<p>RESOLUTION 2021/68 Moved: Cr Roz Frohloff Seconded: Cr Danita Potter That South Burnett Regional Council Chief Executive Officer be authorised to action the following items:</p> <ul style="list-style-type: none"> • A meeting with Mayor Nev Ferrier, Mayor Otto and Cr Schumacher be established with Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement Mick De Brenni be scheduled over the coming months to progress further discussions with him about opportunities to work together. • That Council advises RDA of its desire to be a participant in the sub-committee that is investigating the feasibility of an energy hub in the Wide Bay Burnett. <p><u>In Favour:</u> Crs Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 28/07/2021</p>	<p>Offer to Purchase Part of 1 Pound Street, Kingaroy and Offer to Lease 1/5 Banksia Drive Kingaroy</p>	<p>RESOLUTION 2021/82 Moved: Cr Danita Potter Seconded: Cr Roz Frohloff That South Burnett Regional Council note the offer to purchase part of 1 Pound Street, Kingaroy and the offer to lease 1-5 Banksia Drive, Kingaroy and advise the submitter:</p>

		<p>1. That Council is currently undertaking a Most Appropriate Use assessment of 1 Pound Street, Kingaroy, subsequently Council is not prepared to consider the disposal of this parcel at this time and that once a preferred land use is identified the potential disposal of the allotment will be considered; and</p> <p>2. That Council decline the offer for a lease for 1-5 Banksia Drive, Kingaroy.</p> <p><u>In Favour:</u> Crs Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>	
Council 25/08/2021	Kingaroy Community Garden	<p>RESOLUTION 2021/106</p> <p>Moved: Cr Danita Potter Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council calls for Expressions of Interests in the Kingaroy Community Garden from community groups and local residents and report back on status of the site to a future Community Standing Committee.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>18 Oct 2021 11:38am Hunter, Michael Contacted Cr Potter 18/10/21 - actions moving forward is to work with Property Lease Officer Jennifer Pointon to identify community garden area/map and costings for water connection. will consult with Cr Potter prior to presenting to Community Standing Committee.</p>
Council 25/08/2021	Application seeking Council Approval for Reprieve from Sale of Land Process	<p>RESOLUTION 2021/133</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p> <p>That Council:</p>	

	<p>1. Notes that the 'Financial Hardship Policy – Statutory012' is not extended to include Company and Family Trusts; and</p> <p>2. A Formal Payment Arrangement and 12 months reprieve is not agreed to, and the Sale of Land process continues as per <i>Part 12</i> of the <i>Local Government Regulation 2012</i>; and</p> <p>3. Council supports an industry led initiative to develop a programme that links builders to landowners allowing Council to maintain independence in relation to individual developments.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff and Kirstie Schumacher</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 5/0</p>	
<p>Council 25/08/2021</p>	<p>Notice of Motion - National Water Infrastructure Development Fund (NWIDF) - Phase 2</p>	<p>RESOLUTION 2021/87</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Kathy Duff</p> <p>That Council further define its scope of works for the National Water Infrastructure Development Fund (NWIDF) Phase Two and a report detailing the costs to deliver the projects identified be brought back to Council in the September Ordinary Meeting for consideration.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 25/08/2021</p>	<p>Notice of Motion - CCTV Cameras and Security Lighting</p>	<p>RESOLUTION 2021/113</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter</p>

		<p>That capital funding be considered for the first quarter review to provide:</p> <ol style="list-style-type: none"> 1. CCTV cameras in strategic locations (subject to privacy legislation) on the Kingaroy rail trail from the Youngman street entry point to the intersection with Meiers Road; 2. Security lighting as appropriate. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 22/09/2021</p>	<p>Forwarding petition in relation to the changing climate and its effect on the future and requesting Council consider declaring a climate emergency</p>	<p>RESOLUTION 2021/139</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter</p> <p>That the Petition be received and referred to the Chief Executive Officer to determine appropriate action and report back to a meeting of Council..</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>15 Oct 2021 4:03pm Pitt PSM, Mark Concerned citizens – climate change met with Councillors and Snr Staff at the Community Engagement Day of 11 October 2021. Future meetings planned to progress issues raised.</p> <p>02 Nov 2021 8:09am Pitt PSM, Mark General Manager O'May and Chief Executive Officer met with Suzanne Mungall in regards to recycling options and the possibility of a community environment and sustainability reference group.</p>
<p>Council 22/09/2021</p>	<p>Petition from Students of Wheatlands State School</p>	<p>RESOLUTION 2021/140</p> <p>Moved: Cr Danita Potter Seconded: Cr Roz Frohloff</p> <p>That the Petition be received and referred to the Chief Executive Officer to determine appropriate action and report back to a meeting of Council.</p>	<p>29 Nov 2021 5:18pm Pitt PSM, Mark Acknowledgement sent which included Council resolution</p> <p>01 Dec 2021 7:53am Barry, Bronwyn - Reallocation Action reassigned to Petersen, Leanne by Barry, Bronwyn</p>

		<p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 22/09/2021</p>	<p>Formation of a South Burnett Regional Council Youth Council</p>	<p>RESOLUTION 2021/166</p> <p>Moved: Cr Danita Potter Seconded: Cr Roz Frohloff</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. support the establishment of a South Burnett Regional Council Youth Council; and 2. that a Terms of Reference be developed and brought back to Council for adoption. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 22/09/2021</p>	<p>Parks and Gardens Master Plan Advisory Committee</p>	<p>RESOLUTION 2021/172</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <ol style="list-style-type: none"> 1. That in accordance with section 264 of the <i>Local Government Regulation 2012</i>, Council establishes the South Burnett Botanical Advisory Committee; 2. That nominations be called for membership to the South Burnett Botanical Advisory Committee; and 3. That the Draft South Burnett Botanical Advisory Committee Terms of Reference be

		<p>reviewed and bought back to a future Standing Committee Meeting.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 22/09/2021</p>	<p>"A Day At The Dam' 20 November 2021.</p>	<p>RESOLUTION 2021/173</p> <p>Moved: Cr Roz Frohloff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Support in principle and undertake further investigation into bringing touring and local artists to Bjelke-Petersen Dam for "A Day at the Dam" music concert; and 2. Council's Chief Executive Officer be given delegated authority to provide approval and finalise arrangements. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>18 Oct 2021 11:12am Hunter, Michael Update regarding the Day at The Dam Festival - issue with finding a date that suits artist - the date previously arranged not suitable - and lead in time to short. Working with artist management for date early in new year.</p>
<p>Council 22/09/2021</p>	<p>Cities Power Membership</p>	<p>RESOLUTION 2021/180</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council become a member of the Cities Power Partnership, which is a free program that gives local governments the tools, connections and momentum to capitalise on the global shift to a clean economy, and that a workshop be schedule with Cities Power Partnership to</p>	

		<p>support Council in identifying and adopting its five key action pledges.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 22/09/2021	Climate Resilience Leadership Course	<p>RESOLUTION 2021/181</p> <p>Moved: Cr Danita Potter Seconded: Cr Roz Frohloff</p> <p>That Cr Schumacher, Cr Frohloff and Cr Potter be nominated to complete on behalf of Council the Climate Resilience Leadership Course provided by the Qld Climate Resilient Councils Group (QCRC) with Council meeting the normal cost of attendance.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>08 Nov 2021 10:38am Pitt PSM, Mark Contact made on 8 October with Peak Services to put in an EOI for 3 of our Councillors, Cr Kirstie Schumacher, Cr Roz Frohloff and Cr Danita Potter to attend Subsidy Program - Climate Resilient Leadership Workshop., Follow up made 8 November with Peak Services - EOI being progressed by Peak and they will advise in regards to potential dates.</p> <p>06 Dec 2021 2:19pm Pitt PSM, Mark Advised by Peak Services that course over subscribed and the subsidy for Cr Frohloff and Cr Potter was declined. If they wished to undertake the course it would be approx. \$1000 per councillor. Still awaiting advice on Cr Schumacher enrolment.</p>
Council 20/10/2021	Change to Australia Day/Anzac Day and School Awards Funding - Community Grant Program	<p>RESOLUTION 2021/217</p> <p>Moved: Cr Danita Potter Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council opens the Australia Day/Anzac Day and School Awards Community Grant Program funding categories year-round as opposed to inclusion in the current funding rounds and that the Community Grant Program Policy be updated accordingly.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p>	

		<u>Against:</u> Nil	CARRIED 7/0
Council 20/10/2021	Council Land Investigations - Proposed Divestment of Land Asset	<p>RESOLUTION 2021/220</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council offer for sale on the open market by way of tender:</p> <ul style="list-style-type: none"> - Lot 41 on RP57676 – 29 Jellicoe Street, Proston; and - Lot 30 on RP36983 – 14 Earl Street, Memerambi. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>	CARRIED 7/0
Council 20/10/2021	Question on Notice - Overgrown Allotments	<p>Question on Notice from Cr Duff:</p> <p>When will the Overgrown Allotment Policy be brought back to Council? Report to the November Community Standing Committee Meeting.</p>	17 Nov 2021 12:41pm Donohue, Kimberley Aiming to have the report taken to the December Community Standing Committee Meeting.
Council 20/10/2021	Motion	<p>RESOLUTION 2021/211</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p> <p>That a report be brought to the December Infrastructure Standing Committee meeting for the design and costing of George Street Carpark coinciding with completion of the Kingaroy Transformation Project.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>	

CARRIED 7/0			
Council 20/10/2021	Workshop - Visit South Burnett	RESOLVED 2021/227 A joint workshop be held to decide KPI's and how to measure success.	04 Nov 2021 11:35am Pitt PSM, Mark Invitation to attend workshop sent 041121 by email correspondence to President VSB
Council 24/11/2021	Loans to Community Organisation - Wondai Proston Wolves Rugby League Club Inc	RESOLUTION 2021/259 Moved: Cr Danita Potter Seconded: Cr Kathy Duff That Council endorse the CEO's approval of a community loan for \$30,000 being for the upgrading of lighting over the main oval on the lease area based on the following conditions: 1. The Club is successful in securing the additional funding required for the upgrade 2. The loan being repaid in full within a two (2) year period 3. The loan will be interest free for this repayment period 4. Payments will be made on a quarterly basis 5. A personal guarantee from individuals is provided for the amount of the loan <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil	01 Dec 2021 8:32am Anderson, Kerri Community group had letter mailed to them by CEO to advise it was successful as long as the additional funding was obtained. Once we have been advised if the funding was obtained, we will send out further documentation for them to sign with the terms etc and arrange for when payment of loan needs to be done.
CARRIED 7/0			
Council 24/11/2021	Council Depots - Ice Machines	RESOLUTION 2021/260 Moved: Cr Roz Frohloff Seconded: Cr Gavin Jones That South Burnett Regional Council: 1. Approve the purchase and installation of six new dispensing ice machines at Council's depots for the cost of \$63,000 (excluding GST). 2. A capital budget allocation of \$63,000 be provided for this project with funding sourced from	

		<p>unallocated 2021/22 annual depreciation (building asset class) and that the budget adjustment be included in the next capital budget review.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 24/11/2021</p>	<p>Storm Damage to Mt Wooroolin Reservoir Roof</p>	<p>RESOLUTION 2021/266</p> <p>Moved: Cr Roz Frohloff Seconded: Cr Danita Potter</p> <p>That Council Officers investigate options for the roof replacement and arrange the replacement roof as a matter of urgency.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 24/11/2021</p>	<p>Gordonbrook Dam Acceptable Flood Capacity (AFC) Concept Design, Safety Review Works and Budget Review</p>	<p>RESOLUTION 2021/267</p> <p>Moved: Cr Roz Frohloff Seconded: Cr Gavin Jones</p> <p>That Council:</p> <p>1. Provide sufficient operational/capital budget during the 2021/2022 and 2022/2023 financial years to undertake the additional necessary assessment and reports (as stipulated in Additional AFC Works Requirements section) required by the regulator under the Gordonbrook Dam (#0657) Dam Safety Condition Schedule prior to the Gordonbrook Dam Spillway AFC works.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p>	<p>02 Dec 2021 9:49am Kruger, Wendy Re-tasked to Kerri Anderson for Action and to be included in Budget Register for 2021/2022 & 2022/2023 Financial years.</p> <p>02 Dec 2021 9:51am Kruger, Wendy - Reallocation Action reassigned to Anderson, Kerri by Kruger, Wendy - Re-tasked to Kerri Anderson for Action and to be included in Budget Register for 2021/2022 & 2022/2023 Financial years.</p>

<p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p> <hr/> <p>RESOLUTION 2021/268</p> <p>Moved: Cr Roz Frohloff Seconded: Cr Danita Potter</p> <p>That the following items be considered in the 2022/2023 budget considerations:</p> <p>1. that Council adopt the recommended concept design for Gordonbrook Dam Spillway AFC works and corresponding reviewed budget estimate, and ensure sufficient budget is provided into Council's Water and Wastewater Operational Budget and Forward Works Program to allow the AFC works to be completed by 1 October 2025;</p> <p>2. That Council ensure sufficient capital is maintained in the current forward works budget to allow for additional Dam Safety items to be rectified as identified in the report.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>		
<p>Council 24/11/2021</p>	<p>Invitation to nominate a Councillor to be part of the Steering Group for the development of the Darling Downs and South West Regional Waste Management Strategy and Infrastructure Plan</p>	<p>RESOLUTION 2021/269</p> <p>Moved: Cr Danita Potter Seconded: Cr Kathy Duff</p> <p>That Council nominate Councillor Frohloff to be part of the Project Advisory Group for the development of the Darling Downs and South West Regional Waste Management Strategy and Infrastructure Plan.</p>

		<p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 24/11/2021</p>	<p>Lions Park Signage - Big Peanut</p>	<p>RESOLUTION 2021/271</p> <p>Moved: Cr Danita Potter Seconded: Cr Scott Henschen</p> <p>1. That South Burnett Regional Council approve the proposed signage on sides one (1) and two (2) of the plinths in Lions Park, depicting two major sponsors and the inclusion of community nut funders on the rear surface; and</p> <p>2. That Council authorise the Chief Executive Officer to finalise arrangements for an official opening with the plaque to be installed pursuant to Queensland Government Funding Guidelines.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 24/11/2021</p>	<p>Wondai A P & I Society Inc - Seeking Support for the Reconnection of Power</p>	<p>RESOLUTION 2021/272</p> <p>Moved: Cr Scott Henschen Seconded: Cr Kathy Duff</p> <p>That South Burnett Regional Council contribute \$6,567.59 to the reconnection of electricity to the caller's box at the Wondai Showgrounds.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>

CARRIED 7/0		
<p>Council 24/11/2021</p>	<p>Proston Pool Management</p>	<p>RESOLUTION 2021/273</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That in accordance with <i>Section 257 of the Local Government Act 2009</i> the Chief Executive Officer be delegated authority to finalise negotiations and enter a contract with the current applicant.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
<p>Council 24/11/2021</p>	<p>Resolution of tenure for community halls held in trust by Council</p>	<p>RESOLUTION 2021/274</p> <p>Moved: Cr Kathy Duff Seconded: Cr Scott Henschen</p> <p>That South Burnett Regional Council consider the future management and ownership of the Tingoora and Cloyna Halls by:</p> <ol style="list-style-type: none"> 1. Undertaking consultation with Hall Committees and the community to determine opportunities and preferred management and ownership options 2. Seek legal advice and progress with preferred management or tenure options 3. If required, make application to the Supreme Court of Queensland to provide a ruling on tenure or management arrangements. <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p>

CARRIED 7/0		
<p>Council 24/11/2021</p>	<p>Coolabunia Saleyards - Working Group Report</p>	<p>RESOLUTION 2021/277</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>1. That the report be received, and South Burnett Regional Council adopt the Coolabunia Saleyards Working Group Action Plan, as amended; and</p> <p>2. That the Working Group be directed to continue to develop and implement the Action Plan, with updates to Council on a regular basis.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Kirstie Schumacher</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 24/11/2021</p>	<p>Bunya Mountains Community Association Inc - Application under Stronger Communities Programme Round 7</p>	<p>RESOLUTION 2021/280</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kathy Duff</p> <p>That Council endorse the Bunya Mountains Community Association Inc's "<i>Allan Stirling Memorial Park Accessibility Project</i>" application under Round 7 of the Stronger Communities Programme.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
<p>Council 24/11/2021</p>	<p>Boondooma Dam Fish Stocking Association - Yellowbelly Competition 2022</p>	<p>RESOLUTION 2021/281</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p>

		<p>That South Burnett Regional Council support the Boondooma Dam Fish Stocking Association with in-kind support for the 2022 Yellowbelly Competition and delegate the Chief Executive Officer to finalise the assistance.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 24/11/2021	Notice of Motion - Battle of the Bands/Musical Festival	<p>RESOLUTION 2021/282</p> <p>Moved: Cr Danita Potter Seconded: Cr Roz Frohloff</p> <p>That the South Burnett Regional Council support, by way of in-kind, facility and insurance, the "Burnett Bands Together" Music Festival which is a free concert for all.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
Council 24/11/2021	Notice of Motion - Blackbutt CBD	<p>RESOLUTION 2021/283</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council commit \$300,000 from Local Roads and Community Infrastructure Program Round 3 to the Blackbutt CBD project in addition to the funding already allocated.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p>	<p>02 Dec 2021 9:32am Kruger, Wendy Retasked to Maxine Campbell to action & include in the 2nd Quarter Review.</p>

		<u>Against:</u> Nil	CARRIED 7/0
Council 24/11/2021	Motion - Dog Registrations	<p>RESOLUTION 2021/241</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That Council provide a 50% discount on all dog registration fees for eligible residents in receipt of a pension card.</p> <p><u>In Favour:</u> Crs Brett Otto, Kathy Duff, Danita Potter and Kirstie Schumacher</p> <p><u>Against:</u> Crs Gavin Jones, Roz Frohloff and Scott Henschen</p> <p>CARRIED 4/3</p>	<p>02 Dec 2021 9:52am Kruger, Wendy</p> <p>Re-Tasked to Michelle Calvert for action and to update the Fees and Charges accordingly and arrange for the updated fees and charges to be uploaded to the website.</p>
Council 24/11/2021	Question on Notice - CCTV Cameras and Security Lighting	<p>Question on notice from Cr Duff:</p> <p>The cameras and security lighting on the rail trail from Youngman Street to Meiers Road, when is that getting done? A report to be provided to the next Community Standing Committee</p>	
Council 24/11/2021	Question on Notice - Parks & Gardens Advisory Committee	<p>Question on notice from Cr Duff:</p> <p>With the Parks & Gardens Advisory Committee, what is happening to progress that. A report will be provided to the next Community Standing Committee.</p>	
Council 24/11/2021	Question on Notice - Signs	<p>Question on notice from Cr Schumacher:</p> <p>Has the Roundabout Name signage been progressed? There are two roundabout signs in Kingaroy that are starting to fall over – one in front of the Kingaroy town swimming pool and one in Moore street. Is there plans to replace those signs in accordance with the style guide?</p>	
Council 24/11/2021	Question on Notice - Great Barrier Reef Catchment	<p>Question on notice from Cr Schumacher:</p>	

		Cr Schumacher requested an update be provided in relation to her question on notice from 30 June 2021 on the Great Barrier Reef Catchment.
Council 24/11/2021	Question on Notice - RMPC Claims	Question on notice from Cr Schumacher: How do we monitor and audit RMPC Claims to ensure we are actually claiming all relevant expenditure during the year?
Council 24/11/2021	Question on Notice- Restricted Cash	Question on Notice from Cr Schumacher: With the Williams Road Benarkin project, was the \$450,000 from restricted funds in addition to the funds we had contributed through the CAPEX program or were we always planning to fund that project with this method. Requesting to understand unspent reseal program reserves better. Is this something we traditionally do if there are funds there that have been allocated for reseals that we haven't spent.
Council 24/11/2021	Nomination to the Steering Group of the Darling Downs South West Regional Waste Management Strategy and Infrastructure Plan.	RESOLUTION 2021/270 Moved: Cr Brett Otto Seconded: Cr Roz Frohloff That Council nominate Cr Schumacher to be put forward as a nomination to the Steering Group of the Darling Downs South West Regional Waste Management Strategy and Infrastructure Plan. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil CARRIED 7/0
Council 24/11/2021	Update - Street Cleaner Demonstration	RESOLUTION 2021/276 Moved: Cr Kathy Duff Seconded: Cr Kirstie Schumacher That

	<p>1. the purchase and/or hire of a street cleaner and EcoVac be referred to the 2022/2023 budget deliberations;</p> <p>2. the CBD Working Group be requested to establish service standards incorporating a street cleaner and EcoVac for operations throughout the region, including preparation of a business plan.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 24/11/2021</p> <p>Motion</p>	<p>MOTION</p> <p>Moved: Cr Kirstie Schumacher Seconded: Cr Gavin Jones</p> <hr/> <p>That Council endorse the following projects for completion under the 2021 - 2024 Works for Queensland Program with the program balance yet to be confirmed.</p> <p style="text-align: right;">CARRIED 7/0</p>	
<p>Council 24/11/2021</p> <p>Notice of Motion - Blackbutt CBD</p>	<p>RESOLUTION 2021/283</p> <p>Moved: Cr Gavin Jones Seconded: Cr Kirstie Schumacher</p> <p>That South Burnett Regional Council commit \$300,000 from Local Roads and Community Infrastructure Program Round 3 to the Blackbutt CBD project in addition to the funding already allocated.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>02 Dec 2021 9:32am Kruger, Wendy Retasked to Maxine Campbell to action & include in the 2nd Quarter Review.</p>

<p>Council 24/11/2021</p>	<p>Question on Notice - Blackbutt CBD</p>	<p>Question on notice from Cr Duff: It was resolved at the October Infrastructure Standing Committee that an update of Blackbutt CBD works to be included in reporting each month. On 3 November 2021 there was an Infrastructure Standing Committee meeting and it just said that footpath renewal procurement currently underway in the portfolio report and amount of actual expenditure of \$96,891 and a budget amount of \$1,305,000. Why aren't we getting a more detailed breakdown of works? Is it possible for you to provide us with the costings of the project to date and what the additional money is being spent on? Report to the December Ordinary Meeting of Council.</p>
<p>Council 24/11/2021</p>	<p>Adoption of Most Appropriate Use Assessment for 1 Pound Street, Kingaroy</p>	<p>RESOLUTION 2021/265 Moved: Cr Kirstie Schumacher Seconded: Cr Danita Potter That 1. The report prepared by AEC for the most appropriate use of Council-owned property at Pound Street, Kingaroy, described as Lot 13 on RP814986, be adopted by Council as the preferred development of the property 2. A suitably qualified and experienced contractor be engaged to prepare a masterplan for the property. <u>In Favour:</u> Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen <u>Against:</u> Nil CARRIED 7/0</p>
<p>Council 24/11/2021</p>	<p>Application for Funding under the Strong and Resilient Communities Activity - Inclusive Communities Grant</p>	<p>RESOLUTION 2021/264 Moved: Cr Roz Frohloff Seconded: Cr Danita Potter</p>

That South Burnett Regional Council endorse the submission of an application under the Strong and Resilient Communities Activity grant.

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

Against: Nil

CARRIED 7/0

9 NOTICES OF MOTION

9.1 NOTICE OF MOTION - ROUND 7 OF STRONGER COMMUNITIES PROGRAMME - PARKS PROJECT

File Number: 15/12/2021

I, Councillor Kirstie Schumacher, give notice that at the next Ordinary Meeting of Council to be held on 15 December 2021, I intend to move the following motion:

MOTION

That South Burnett Regional Council select a shovel ready project from its project pipeline or current CAPEX program for community owned buildings or parks that aligns with the project guidelines for the Federal electorates of Flynn and Maranoa and submit an expression of interest to Round 7 of the Stronger Communities Program for a co-contribution from the Federal Government of \$20,000 per project before 19 January 2022.

RATIONALE

Expressions of interest for the Federal electorates of Flynn and Maranoa are currently open until 19 January 2022. Unfortunately, a search of Federal Member for Wide Bay Llew O'Brien MP webpage has found the EOI for Wide Bay projects has since closed ([Stronger Communities Programme – Round 7 – Llew O'Brien MP \(llewobrien.com.au\)](#)).

Round 7 of the Stronger Communities Programme provides grants up to \$20,000 to local governing bodies, being 50 per cent of the eligible project costs, for small capital projects that encourage and support participation in local projects, improve local community participation and contribute to vibrant and viable communities.

As per the attached guidelines, eligible projects might include (but are not limited to):

- *upgrades, construction and fit-out of community spaces, such as men's sheds or community halls*
- *equipment purchases such as computers, TVs and furniture, fixtures and fittings*
- *bike paths, skate parks or sporting facilities upgrades*
- *streetscapes and park furniture upgrade or installation including shade/shelters, BBQs, toilets etc*
- *purchase of equipment for local State Emergency Service and rural fire brigades*
- *upgrade of facilities to provide disabled access*
- *purchase of vehicles and trailers for community transport/services, surf lifesaving, medical transport*
- *portable equipment to be operated/used within the Wide Bay electorate.*

Noting Council's exhaustive list of capital projects identified for funding and consideration, these funding streams while minimal could support Council to leverage its existing funding program to deliver improved outcomes for the community and stretch every dollar a little further. As community consultation is a critical element of the program it is recommended Council officers nominate a project that has been scoped and is supported by the broader community.

Supporting information:

- Further information about Round 7 – Stronger Communities Program can be found here: [Stronger Communities Programme – Round 7 | business.gov.au](#)

- Expression of Interest form for Federal Member for Flynn, can be found here: [Ken O'Dowd MP – Federal Member For Flynn - Grants - Ken O'Dowd MP - Federal Member For Flynn \(kenodowd.com.au\)](https://kenodowd.com.au)
- Expression of Interest form for Federal Member for Maranoa can be found here: [Opportunity for community organisations to apply for funding under the Stronger Communities Programme Round 7 – Maranoa Regional Council](#)

LINK TO CORPORATE PLAN:

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

GR3: Work with key stakeholders to create a pipeline of priority shovel ready projects that aim to improve the quality of life experienced by all residents, invest in strategic infrastructure and create a prosperous future for all.

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

BUDGET CONSIDERATIONS:

That the EOI is submitted for a project that Council has already committed funding or budget to completing this financial year. Should the grants be awarded, the Council funding that has been saved in the project, e.g. \$40,000 can be redirected to another project in the pipeline.

I commend this Notice of Motion to Council.

ATTACHMENTS

1. **Grant Opportunity Guidelines** [↓](#) 
2. **Ken O'Dowd SCO EOI Form Round 7** [↓](#) 
3. **David Littleproud SCP EOI Form Round 7** [↓](#) 
4. **LRCI Phase 4 Funding Guidelines & November Project List** [↓](#) 



Grant Opportunity Guidelines

Stronger Communities Programme Round 7

Opening date:	26 October 2021
Closing date and time:	5:00pm AEDT on 19 January 2022 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development and Communications
Administering entity:	Department of Industry, Science, Energy and Resources
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	11 October 2021
Type of grant opportunity:	Closed non-competitive

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1. Stronger Communities Programme Round 7 processes



2. About the grant program

The Stronger Communities Programme (the program) supports the Australian Government's commitment to deliver social benefits in communities across Australia by funding small capital projects in each of the 151 Federal electorates. The program is part of the government's 2021-22 budget initiatives focussed on making local economies stronger and boosting community organisations.

The objective of the program is to deliver social benefits for local communities. The intended outcomes of the program are to:

- encourage and support participation in local projects
- improve local community participation and
- contribute to vibrant and viable communities.

Community consultation is a critical element of the program. In consultation with their community, each Member of Parliament (MP) must identify potential applicants and projects in their electorate and invite them to apply for a grant. We will assess invited applications against the program's eligibility criteria through a closed non-competitive process.

Round 7 of the program will continue to support Australia's economic recovery from the COVID-19 pandemic. For this special round, grant funding will be up to 100 per cent of eligible project costs except for local governing bodies where grant funding will be up to 50 per cent of eligible project costs. Local governing bodies must provide matched funding contributions towards their eligible project.

We will publish the opening and closing dates for MP nominations and for the nominated organisations to apply for a grant 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.

2.1. About the Stronger Communities Programme Round 7 grant opportunity

These guidelines contain information for the Stronger Communities Programme grants.

This document sets out:

- 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.

The Department of Industry, Science, Energy and Resources (the department) is responsible for administering this grant opportunity on behalf of the Department of Infrastructure, Transport, Regional Development and Communications (DITRDC).

We have defined key terms used in these guidelines in the glossary at section 13.

You should read this document carefully before you fill out an application.

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

2.2. Community consultation

Each MP must either consult with an existing consultation committee or establish a new consultation committee comprised of representatives from the local community, to identify potential applicants and projects in their electorate. The identified projects must be consistent with the intended program outcomes and criteria. MPs must advise the department of the basis for project selection and provide a detailed list of nominated applicants and projects.

The MP will invite identified potential applicants to apply for a grant for identified projects by sending them a link to apply via the grant portal. Only applicants invited to apply can submit an application. Invited applicants must not forward the link to the application form to anyone else.

Invited applicants must submit a completed application via the portal. We assess all applications for eligibility and completeness.

An invitation to submit an application by your MP does not guarantee that your application will be successful.

MPs and their consultation committees are not responsible for the administration of the grants program.

3. Grant amount and grant period

The Australian Government has announced a total of \$22.7 million in 2021-22 for the Round 7 grant opportunity to provide up to \$150,000 in each of the 151 Federal electorates.

3.1. Grants available

Each electorate has total funding of up to \$150,000 that can be allocated to successful applications. A maximum of 20 projects will be funded in each electorate.

The grant amount will be up to 100 per cent of eligible project expenditure (grant percentage) except for local governing bodies where the grant amount will be up to 50 per cent of eligible project expenditure.

- The minimum grant amount is \$2,500.
- The maximum grant amount is \$20,000.

You are responsible for the remaining eligible project expenditure (where applicable).

For local governing bodies, total Commonwealth funding for the project cannot exceed 50 per cent of the total eligible project expenditure. Local governing bodies can fund their matched funding contribution from any other source including from state government.

3.2. Project period

You must complete your project no later than 31 December 2022.

You may start your project from the date you submit your application. Any project expenditure incurred prior to the date you submit your application is not eligible. We are not responsible for any expenditure you incur until a grant agreement is executed. If you choose to start your project before you have an executed agreement, you do so at your own risk.

When calculating the duration of the project, you should factor in additional time for product sourcing and purchasing delays, obtaining approvals, contracting tradespeople, possible weather

delays and any other unforeseen circumstances that may prevent you completing your project on time.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible?

To be eligible you must:

- be invited to apply by your MP
- have an Australian Business Number (ABN)

and be one of the following incorporated entities:

- an incorporated not for profit organisation including:
 - incorporated associations, such as:
 - Police and Citizen Youth Clubs
 - child care centres
 - surf clubs
 - local aged care bodies
 - Parents and Citizens, Parents and Friends groups and equivalent bodies
 - local rural fire services
 - local state emergency services
 - non-distributing co-operatives
 - companies limited by guarantee
 - Indigenous corporations
 - religious organisations incorporated under legislation.
- a Commonwealth, state or territory government agency or entity that is a fire service, rural fire service, country fire authority, state emergency service or similar.
- an incorporated trustee on behalf of a trust with responsibility for a community asset or property. You will be required to provide relevant trust documents.
- a local governing body as defined by the *Local Government (Financial Assistance) Act 1995*.

For the purpose of this program, we also consider the following organisations to be local governing bodies:

- Anangu Pitjantjatjara, Maralinga, Gerard, Nepabunna and Yalata local governing bodies in SA
- Cocos (Keeling) Islands Shire Council
- Lord Howe Island Board
- Norfolk Island Regional Council
 - The Outback Communities Authority
 - The Shire of Christmas Island
 - The Silverton and Tibooburra villages in NSW
 - The Trust Account in the NT and

- ACT Government.

As a not for profit organisation you must demonstrate your not for profit status through one of the following:

- state or territory incorporated association registration number or certificate of incorporation, e.g. clubs and other associations
- current Australian Charities and Not for profits Commission's (ACNC) registration, e.g. for organisations registered as a charity
- constitutional documents that demonstrate the not for profit character of the organisation
- legislation that demonstrates the not for profit nature of the organisation, e.g. religious organisations incorporated under legislation.

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 6.2.

4.1.1. Project sponsor

If you are an organisation that may not be able to incorporate, including parish churches, scout groups, Parents and Citizens (P&C's) or equivalent bodies, you may be able to nominate an eligible project sponsor. The project sponsor will need to meet all eligibility criteria and be nominated by your MP.

The project sponsor will need to submit the application on behalf of your organisation, be authorised to enter into a grant agreement and be responsible for any obligations under the agreement with the Commonwealth. If you are a local governing body applying in the capacity of a project sponsor, refer to section 3.1 of the guidelines for additional information about grants available and project expenditure.

4.2. Additional eligibility requirements

In order to be eligible you must also:

- apply for the project and grant amount as agreed to and nominated by your MP
- have a plan for how you will carry out the project
- if you are a local governing body, be able to meet your share of the matching funds contribution for the project (at least 50 per cent) as outlined in section 3.1
- provide the relevant mandatory attachments as outlined in section 6.1.

We cannot waive the eligibility criteria under any circumstances.

4.3. Who is not eligible?

You are not eligible to apply if you are:

- a for profit organisation
- an individual
- partnership
- a Regional Development Australia Committee
- a university, technical college or school
- a hospital

- a Commonwealth, state, territory or local government body (including government business enterprises) unless specified and listed in section 4.1
- 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' (www.nationalredress.gov.au)
- an employer of 100 or more employees that has not complied with the *Workplace Gender Equality Act (2012)*.

5. What the grant money can be used for

5.1. Eligible activities

To be eligible your project must:

- be a small capital works or capital expenditure project that delivers social benefits to your community
- be nominated by your MP
- be located at an address in your MP's electorate. (Federal electorate boundaries for the purposes of Round 7 of the program as at the 2019 Federal election. Refer to the Glossary for more information on determining project location eligibility in electorates)
- be used in your MP's electorate if it includes portable equipment
- include eligible activities and eligible expenditure
- have at least \$2,500 in eligible expenditure unless the applicant is a local governing body which requires at least \$5,000 in eligible expenditure
- be undertaken in the project period.

Eligible activities can include:

- fit out, alterations and/or extensions to existing premises e.g. air-conditioning, kitchen upgrades, fixtures and fittings, painting
- acquisition and installation of equipment, including ICT hardware and associated operating software. Examples may include:
 - software to support and operate eligible purchased equipment e.g. software required for camera equipment, virtual reality equipment, electronic information boards
 - initial software license, purchase, customisation and installation of customer relationship management (CRM), database, booking and scheduling software
 - creation of a website that facilitates community access to information or services provided by the organisation
- modifications and refurbishments to leased buildings or grounds, providing approval has been given by the owner
- upgrades, construction and fit-out of community spaces, e.g. men's sheds, community centres, scout halls etc.
- development or upgrade of bike paths, streetscapes, skate parks or community gardens
- upgrades of sporting facilities and fields including new scoreboards, spectator seating, goalposts, fit-out of change rooms, new canteen, new lights, medical equipment, upgrade drainage and water systems, gymnasiums

- the purchase of musical instruments, sports equipment and uniforms that remain the property of the organisation
- upgrade of facilities to provide inclusive access
- upgrade or installation of park furniture including shade/shelters, BBQs, toilet facilities, drinking fountains
- acquiring equipment for the local State Emergency Service and rural fire brigades
- acquiring vehicles and trailers (and their modification) for community transport/services, surf lifesaving, medical transport.

If your project will be located on school grounds or involves school property, the project must deliver social benefits to the broader community. Projects that involve upgrades or provide equipment and other items to be used within the school, must be able to demonstrate social benefits to the broader community outside the school.

We may also approve other activities.

5.2. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure items are:

- the cost of suppliers, consultants and contracted labour undertaking eligible project activities
- the cost of obtaining planning, environment or other regulatory approvals as part of an approved eligible capital works or capital expenditure project such as architecture, engineering, planning, design and consultants fees
- the purchase of assets such as office furniture, TVs and equipment, motor vehicles
- purchase or upgrade of ICT hardware including computers and associated software and user licenses including tablets, printers or photocopiers
- the purchase or lease or hire of equipment required to complete eligible project activities
- the purchase of materials required to complete eligible project activities.

The above list is not exhaustive.

We may update the guidance on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

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 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.

You must incur the project expenditure between the project start and end date for it to be eligible. You may start your project from the date you submit your application. Any project expenditure incurred prior to the date you submit your application is not eligible. We are not responsible for any expenditure you incur until a grant agreement is executed. If you choose to start your project before you have an executed agreement, you do so at your own risk.

5.3. What you cannot use the grant for

Expenditure items that are not eligible are:

- in-kind expenditure
- the cost of delivering the services of your community organisation, including:
 - volunteer and paid staff time to provide training, education, transport, advisory, respite support, and outreach programs and services
 - volunteer and paid staff time to run organisations and to plan and develop events, programs and services
- the cost of business as usual activities including:
 - staff salaries, overheads, and consumables such as paper, printer cartridges, office supplies, brochures and other marketing materials, kitchen supplies including food and beverages
 - ongoing upgrades, updates and maintenance of existing ICT systems including websites, customer relationship management systems, databases etc.; the cost of ongoing subscription based software; and IT support memberships and warranties for purchases
 - recurring or ongoing operational expenditure (including annual maintenance, rent, water and rates)
- funding to stage events, exhibit a display or for filming (includes activities such as marquee hire, guest presenter costs and catering)
- funding to develop or deliver ongoing training or educational courses
- funding to undertake studies, including feasibility studies, or investigations
- the cost of obtaining planning, environmental or other regulatory approvals that are not part of an approved eligible capital works or capital expenditure project such as architecture, engineering, planning, design and consultants
- fees to obtain planning, environmental, building or other regulatory approvals paid to the Commonwealth, state, territory and local governments
- purchase of land or buildings
- funding for the development of private or commercial ventures
- capital expenditure on private residential property
- funding to purchase items that will not remain the property of the organisation including items to be given away.

6. 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.

You can only submit an application during a funding round.

To apply, you must:

- be invited by your MP to submit an application
- complete the online [application form](#) on the grants portal
- provide all the information requested
- address all eligibility criteria

- include all necessary attachments.

We may ask you to substantiate your project expenditure. You should have evidence for the costs that you include in your project budget to provide upon request.

You will receive confirmation when you submit your application. You should retain a copy of your application for your own records.

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* (Cth). 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.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

If you need further guidance around the application process, or if you are unable to submit an application online, [contact us](#) at business.gov.au or by calling 13 28 46.

6.1. Attachments to the application

You must provide the following documents with your application (if applicable):

- evidence of your not for profit status
- trust deed
- letters of support from project partners for joint application.

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

6.2. Joint 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 should 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.

6.3. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	4-6 weeks
Approval of outcomes of selection process	4-6 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	The date you submit your application
End date of grant commitment	31 December 2022

7. The grant selection process

Your MP, with the help of their community consultation committee, will identify potential projects, with a total value of up to \$150,000 in their electorate that are consistent with the program outcomes and eligibility criteria.

The MP will invite identified potential applicants to apply and send them a link to the online application form. It is important to note that being invited to submit an application by your MP does not guarantee that your application will be successful.

We will assess your application for completeness and against all the eligibility criteria. To be recommended for funding, your project must meet all eligibility criteria, provide value for money and be considered a proper use of public resources.

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 to your application.

7.1. Replacement nominations

If a nominated organisation is not eligible or the nominated project is not in the MPs electorate, we may seek a further nomination from the relevant MP for an alternative project in their electorate or for the same project from an eligible sponsor organisation to replace the ineligible nomination during the application open period.

The nominated organisation and replacement project must meet all the eligibility criteria to be recommended for funding.

For this round of the program, the replacement nomination process runs concurrently within the application opening and closing dates. There is no additional opportunity for replacement nominations after the round closes.

7.2. Who will approve grants?

The Program Delegate decides which grants to approve taking into account the application assessment, availability of grant funds and whether funding a project will be a proper use of public resources. When assessing whether the application represents value with relevant money, the Program Delegate will have regard to the overall objectives of the grant opportunity, the evidence provided to demonstrate how your project contributes to meeting those objectives and the relative value of the grant sought.

The Program Delegate'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 Program Delegate will not approve funding if there is insufficient program funds available across relevant financial years for the program.

8. Notification of application outcomes

Your MP may advise you of the outcome of your application and we will provide you with notification in writing. If you are successful, we will advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us.

9. Successful grant applications

9.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We use two types of grant agreements in this program. Our selection will depend on the size and complexity of your project. Each grant agreement has general terms and conditions that cannot be changed. Sample [grant agreements](#) are available on [business.gov.au](#) and GrantConnect.

We will manage the grant agreement through the portal. This includes issuing and executing the agreement. Execute means both you and the Commonwealth have accepted the agreement. We 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 funding.

If you enter an agreement under the program, you cannot receive other grants for the same activities from other Commonwealth granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

9.2. Approval letter grant agreement

We will use an approval letter grant agreement when we have no need to clarify or amend any details in your application form. This grant agreement comprises your completed application and the letter of agreement we provide with attached terms and conditions. We consider the agreement to be executed (take effect) from the date of our letter of agreement.

9.3. Exchange of letters grant agreement

We will use an exchange of letters grant agreement when we need to clarify or amend details in your application form. We will provide you with a letter of agreement with attached terms and conditions. You accept the agreement through the portal.

You will have 30 days from the date the grant agreement is issued to execute the grant agreement with the Commonwealth. The offer may lapse if both parties do not accept the grant agreement within this time.

9.4. Project/Activity specific legislation, policies and industry standards

You must comply with all relevant laws and regulations 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.

9.5. 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)

We will pay 100 per cent of the grant on execution of the grant agreement. At the completion of the project you will be required to report how you spent the grant funds. For local governing bodies, you will also need to report how you spent your matching funds contribution.

9.6. Tax obligations

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 entities².

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.

10. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. 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.

² See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

11. How we monitor your grant activity

11.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

11.2. 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.

11.2.1. 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.

11.2.2. 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.

11.3. Independent audits

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.

11.4. 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. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

11.5. 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:

- extending the timeframe for completing the project
- changing project activities

Note the program does not allow for an increase of grant funds.

If you want to propose changes to the grant agreement, you must request the change through the portal. We will only consider a request for a variation submitted before the project end date.

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
- availability of program funds.

11.6. Evaluation

The DITRDC will evaluate the grant program to measure how well the outcomes and objectives have been achieved. They may use information from your application and project reports for this purpose. They may also interview you, or ask you for more information to help them understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

The DITRDC may contact you up to two years after you finish your project for more information to assist with this evaluation.

11.7. Grant acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

12. 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.

12.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if 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
- 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\(7\)\)³](#) of the *Public Service Act 1999* (Cth). Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our [conflict of interest policy](#)⁴ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

MPs must declare any conflicts of interest to the community consultation committee and the department.

12.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 12.2.1, or
- personal information as per 12.2.3,

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.

12.2.1. How we handle your confidential information

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.

12.2.2. When we may disclose confidential information

We may disclose confidential information:

- to our Commonwealth employees and contractors, to help us manage the program effectively

³ <https://www.legislation.gov.au/Details/C2019C00057>

⁴ https://www.industry.gov.au/sites/default/files/Lub%202016/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to the Member of Parliament representing the Federal electorate where the project is located.
- 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.

12.2.3. How we use your personal information

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, 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](#)⁵ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

12.2.4. 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.

⁵ <https://www.industry.gov.au/data-and-publications/privacy-policy>

12.3. 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:

Chief Financial Officer
 Department of Industry, Science, Energy and Resources
 GPO Box 2013
 CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](#)⁹ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

13. Glossary

Term	Definition
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Community consultation committee	Committee either established or identified by the MP who assist the MP to identify the projects for consideration by the department.
Department	The Department of Industry, Science, Energy and Resources.
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.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 2.

⁹ <http://www.ombudsman.gov.au/>

Term	Definition
Electorate	<p>The project must be located within the MP nominating electorate. The electorate boundaries are the 2019 Federal electorate boundaries. Determining whether the project location is in the MPs electorate can be done by using the mapping tool</p> <p>How to use National Maps to check a project location is in the nominating electorate:</p> <ul style="list-style-type: none"> ▪ Click on the Nationalmap.gov.au mapping tool <i>The Commonwealth Electoral Divisions (2019) data is pre-loaded in this link.</i> ▪ Enter a project site address in the white box on upper left of the screen "Search for Locations"/ Key "Enter" ▪ Click on the closest address match in either "Locations" or "Addresses" in the column on the left side of the screen. ▪ Click on the blue dot Location Marker on the map – the electorate information for that address will be displayed in a dialogue box on the upper right of the screen. <p>We recommend that you use the following browsers for optimum functionality:</p> <ul style="list-style-type: none"> ▪ On Windows: The latest versions of Mozilla Firefox and Google Chrome ▪ On Mac: The latest versions of Safari and Google Chrome
Federal electorate	A geographical area of Australia (known as an electoral division) represented by a member of Parliament elected at a House of Representatives election.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.

Term	Definition
Local governing body	As defined by the <i>Local Government (Financial Assistance) Act 1995</i> . For the purposes of the program additional local governing bodies are identified in 4.1 of the grant opportunity guidelines.
Minister	The Commonwealth Minister for Infrastructure, Transport and Regional Development
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> <ul 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 Senior Responsible Officer (who can be a General Manager or Program Manager) within the Department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.
Project Sponsor	A sponsor is an entity that meets the eligibility requirements of the program who agrees to sponsor an organisation (sponsor organisation) to apply for the grant opportunity. The sponsor enters into a grant agreement with the Commonwealth. The sponsor must be nominated by the MP for the grant opportunity.
Sponsor organisation	A sponsor organisation is the organisation undertaking the project for the purposes of the grant, but is not the organisation entering into the grant agreement with the Commonwealth. Organisations that require sponsorship are usually groups that cannot meet the entity eligibility requirements for the grant program and cannot submit applications in their own right.



EXPRESSIONS OF INTEREST FORM

Your Details: *(Please complete the following details so I can keep you informed)*

Title:	Name:		
Mobile:	Email:		
Organisation:	ABN:		
Address:			

Proposal Details: *(What is your proposal/project? - 50 words or less)*

Criteria:

Grant applications can be made for funding between \$2,500 – \$20,000, for up to 100 per cent of eligible project costs, depending on your organisation's classification under Round 7 guidelines.

How does this project meet the eligibility criteria?

Total cost of the project?

What is your funding "in kind" component?

Does it require council approval? Yes No Unsure

What is the expected start date of your project?

What is the expected completion date of your project?

Why is the project important to the organisation and/or community?

All applications will be assessed by an independent panel. Grants are not ongoing and recommendations from the panel will be assessed by the Department of Infrastructure, Transport, Regional Development and Communications. **Please attach any supporting documentation i.e. plans, prices etc.**

I declare that the details provided above, to the best of my knowledge, are true and correct (Authorised Representative Signature Required)

Expressions of Interest applications close 5pm, Friday 3 December 2021.
 Please return to: Ken O'Dowd MP, PO Box 432, Emerald QLD 4720 [Email. ken.odowd.mp@aph.gov.au](mailto:ken.odowd.mp@aph.gov.au)

- 76 Goondoon Street, Gladstone QLD 4680 07 4972 5465
- ken.odowd.mp@aph.gov.au kenodowd.com.au KODowdMPFlynn

Authorised by K. O'Dowd, Liberal National Party of Queensland, 76 Goondoon Street | Gladstone QLD 4680



EXPRESSIONS OF INTEREST FORM

Your Details: *(Please complete the following details so I can keep you informed)*

Title:	Name:		
Mobile:	Email:		ABN:
Organization:	Address:		

Proposal Details: *(What is your proposal/project, including project title? - 50 words or less)*

Criteria:

The grant amount will be up to 100 per cent of the eligible project expenditure (grant percentage) except for local governing bodies (LGA's) where the grant amount will be up to 50 per cent of eligible project expenditure. Grant applications can be made for funding between \$2,500 - \$20,000.

How does this project meet the eligibility criteria?

Total cost of the project?

Grant amount sought? (excluding GST)

What is your funding "in kind" component? (LGA's only)

Does it require council approval? Yes No Unsure

What is the expected start date of your project?

What is the expected completion date of your project?

What type of entity are you? You may be required to provide proof of incorporation if applicable.

- Incorporated Not-for-profit Organisation
- State government agency that is a fire service, country fire authority, state emergency service or similar
- Local Governing Body e.g. Local council (This will limit your grant to 50% of eligible project expenditure)

Are you a trustee on behalf of a trust? If yes, please provide both the Trust and the Trustee's ABN Yes No

Trust ABN:

Trustee ABN:

Are you charity registered with the Australian Charities and Not-for-profits Commission (ACNC)? Yes No

Are you registered for GST? Yes No

57 Cunningham Street, Dalby QLD 4405 07 4662 2715
 david.littleproud.mp@aph.gov.au davidlittleproud.com.au Littleproud4Maranoa

Authorised by D. Littleproud, Liberal National Party/nt Assembly, 57 Cunningham Street, Dalby QLD 4405



Why is the project important to the organisation and/or community?

Have you read the Stronger Communities Programme Round 7 guidelines? Yes No

Is your project an eligible grant activity (5.1)? Yes No

Are you applying as a sponsor on behalf of an unincorporated organisation? Yes No

Sponsored organisation name:

All applications will be assessed by an independent panel. Grants are not ongoing and recommendations from the panel will be assessed by the Department of Infrastructure, Transport, Regional Development and Communications. **Please attach any supporting documentation i.e. plans, prices etc.**

I declare that the details provided above, to the best of my knowledge, are true and correct (Authorised Representative Signature Required)

Expressions of Interest applications close 5pm, Wednesday, November 10, 2021. Please note, no late EOIs will be accepted.

Please return to: David Littleproud MP, 57 Cunningham Street, Dalby QLD 4405 Email: david.littleproud.mp@aph.gov.au

57 Cunningham Street, Dalby QLD 4405
 07 4662 2715
 david.littleproud.mp@aph.gov.au
 davidlittleproud.com.au
 Littleproud4Maranoa

Authorised by D. Littleproud, Liberal National Party of Queensland, 57 Cunningham Street, Dalby QLD 4405

From: [James DArcy](#)
To: [Brett Otto](#); [Danita Potter](#); [Gavin Jones](#); [Kathy Duff](#); [Kirstie Schumacher](#); [Roz Frohloff](#); [Scott Henschen](#)
Cc: [Mark Pitt](#); [Ged Brennan](#); [Susan Jarvis](#); [Peter OMay](#); [Cody Granger](#)
Subject: LRCI Phase 3 Funding Guidelines & November Project List
Date: Tuesday, 30 November 2021 8:44:56 PM
Attachments: [SocialLink_Facebook_32x32_14bbded4-35a5-42f5-97ee-4954a962be74.png](#)
[As Presented_November 2021 - LRCI W4Q - Project List.xlsx](#)
[local-roads-and-community-infrastructure-grant-guidelines-phase-3.pdf](#)

Good evening Councillors,

As discussed at our workshop earlier this month, we were asked to forward out the listing of projects for possible funding offered through the Works for Queensland and Local Roads and Community Infrastructure programmes as well as its associated guidelines on eligible projects. Please find attached both of these documents for further review.

From this workshop and as requested we will seek to advance the development of a project prioritisation tool (PPT) to create an objective analysis on projects that meet outcomes of value based on set criteria. This is still under development and proposed to be workshopped with Council this Wednesday afternoon to assist in providing officers with direction on how items can be comparatively measured based on a finite budget.

If you have any further questions, then feel free to make contact.

Thanks



James DArcy
Manager Infrastructure Planning

P 07 4189 9100
PO Box 336 Kingaroy QLD 4610
www.southburnett.qld.gov.au



southburnettregion

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Prioritised Projects - Works for Queensland - W4Q

Project Type	Project Title	Description	Value	Construction Year	21/22	22/23	23/24	Total
CBD Renewal - Infrastructure Upgrades			\$ 1,000,000					
	Kumbia CBD	Improve entry aesthetics and accessibility on Bell St, Kumbia.	\$ 300,000	22/23		\$ 300,000		\$ 300,000
	Wondai CBD	Scott St (Roundabout to Edward St)	\$ 700,000	23/24			\$ 700,000	\$ 700,000
Community Building Upgrades and Maintenance			\$ 830,000					
	Murgon	Regional facility upgrades to recreational, commercial and disaster management buildings - bathroom upgrades, abesto's removal and repainting. (PCYC bathroom upgrade \$380K, Murgon Shop removal of abesto's and repainting \$140K, Blackbutt SES removal or abesto's and repainting \$40K)	\$ 560,000	21/22	\$ 180,000	\$ 380,000		\$ 560,000
	Across Region	Regional repainting program - i.e. Nanango Energy Centre	\$ 70,000	22/23		\$ 70,000		\$ 70,000
	Across Region	Opex maintenance	\$ 200,000	21/22	\$ 100,000	\$ 100,000		\$ 200,000
Open Space Refurbishments			\$ 1,800,000					
	Aerodrome Fencing	Kingaroy and Wondai	\$ 370,000	21/22	\$ 370,000			\$ 370,000
	Murgon Park / Amenities Upgrades	QEII Park renewal	\$ 300,000	21/22 (150k), 22/23 (150k)	\$ 150,000	\$ 150,000		\$ 300,000
	Murgon Dog Park	Dog Park (50k)	\$ 50,000	22/23		\$ 50,000		\$ 50,000
	Proston Parks	Railway Park renewal	\$ 50,000	21/22	\$ 50,000			\$ 50,000
	Murgon Park	Install ball sports half-court	\$ 50,000	22/23		\$ 50,000		\$ 50,000
	Kingaroy Park / Amenities Upgrades	Kingaroy Park Redevelopment - Detailed design and delivery of master plan	\$ 680,000	21/22 (100k Lions Park), 22/23 (580k Master Plan)	\$ 100,000	\$ 580,000		\$ 680,000
	Wondai Park / Amenities Upgrades	Upgrade amenities x 3 [McKell, Dingo Creek & Coronation].	\$ 100,000	21/22	\$ 100,000			\$ 100,000
	Public Amenities Refurbishments	Priority 1 - Butter Factory (Nanango) - New Amenities Priority 2 - Lions Park (Kingaroy) - New Amenities + Dump Point Upgrade	\$ 100,000	22/23		\$ 100,000		\$ 100,000
	Regional Park / Amenities Upgrades	Benarkin Park renewal	\$ 100,000	21/22	\$ 100,000			\$ 100,000
Water Infrastructure Upgrades			\$ 2,000,000			design	construct	
	Kingaroy Water Security Trunk Infrastructure Upgrades - Priority Projects	Mount Wooroolin Reservoir - \$5M total project cost (\$3M borrowing)	\$ 2,000,000	23/24		\$ 250,000	\$ 1,750,000	\$ 2,000,000
Total			\$ 5,630,000		\$ 1,150,000	\$ 2,030,000	\$ 2,450,000	\$ 5,630,000

Allocation	\$	5,630,000
Balance	\$	-

Council List				Project Rsk		
Mayer Otto	Attercliffe Park - William St Parking Upgrade	William St - to be removed and replaced with parking, signage, lighting, reconfiguration. William St will be protected by a raised curb.	1	220000	Alternative Funding Applied for - SafeT 21/26	
D Pinner	Harris Road / O'Connell Hwy / Millers	Right of way from Harris Road to Millers, funded under high risk road project			Community funded by TMK	
D Pinner	Alcock St - Student parking - SafeT project				Community funded by SBAC	
D Pinner	Marshall St - William St Intersection	traffic upgrades			Community funded by SBAC	
D Schumacher	Tasman Road	Footpaths by or close to Cooke to Youngman			funded / funded under SafeT 21/24	
D Frohloff	Walsh Road, Runnymede	Seal 185m section of road to a sealed rural standard.		\$ 1245000	concept scoping, concept estimate	Medium Risk
D Frohloff	Lanigan Road, Glen Devon	Upgrade 1.2km to sealed rural standard. This upgrade will provide a street off to 40 properties along section of the road.		\$ 820000	concept scoping, concept estimate	Medium Risk
D Frohloff	Bright Road	Seal 800m section of road to a sealed rural standard.		\$ 700000	concept scoping, concept estimate	Medium Risk
D Frohloff	Old Rifle Range Road, East Narengo	Upgrade 620m (335m) on Old Rifle Range Road, 480m on Old Rifle Range Road) to a sealed rural standard. Associated drainage upgrades and signage included.		\$ 600000	concept scoping, concept estimate	Medium Risk
G Duff	Silverdale Road, Byes - Pavement Rehabilitation (multiple sections)	Sealed road pavement rehabilitation and seal		\$ 260000	Minimal Scoping - concept estimate	Medium Risk
G Patter	Weeks Road, Elsmere	Full width pavement area of 200m to sealed rural standard with required drainage upgrades.		\$ 220000	Minimal scope, concept estimate	Medium Risk
G Jones	Burya Mounts - Footpath	Boardwalk through drain to walking track and garden.		\$ 380000	Minimal Scoping - estimate only	Medium Risk
G Duff	Narengo Footpath	480m @ 1.5m concrete footpath, including raised floodway with stormwater pipe & headwalls (drain flood survey required)		\$ 360000	Minimal Scoping - concept estimate	Medium Risk
G Duff	Blake St Footpath			\$ 90000	Minimal Scoping - concept estimate	Medium Risk
Mayer Otto	Fisher St median refurb			\$ 90000	Minimal scope, concept estimate	Medium Risk
G Jones	Kingsway @ Double - Haul Routes	Clark Swenden / Eldersvale North / Macfar Rd		\$ 2000000	Minimal Scoping - concept estimate	High Risk
G Jones	Narengo CBD	Dreyton St footpath (both side), drainage upgrades required including RBC. Further scoping required to understand extent of footpath		\$ 1,500,000	Concept Scoping - concept estimate	High Risk
G Jones	Kingsway @ Double - Haul Routes	King St - Intersection upgrade (TMR Intersection @)		\$ 1,300,000	concept scoping, concept estimate	High Risk
G Jones	Kingsway @ Double - Haul Routes	Redmans Road Intersection Upgrade (TMR Intersection)		\$ 1,000,000	Minimal Scoping - concept estimate	High Risk
G Patter	George St - New Garage			\$ 800,000	Concept scoping, concept estimate	High Risk
G Patter	New Rail Trail - Hely to Youngman	Including rail trailer crossing. Must work in with King St upgrade (3-lane dual config)		\$ 300,000	Refer to alternative funding - TMR Cycle Grant Program	High Risk
D Schumacher	Apes Park Kingsway - Existing Garage - new seal	Upgrade existing Apes Park carpark to sealed standard.		\$ 45000	Minimal scope, concept estimate	High Risk
G Jones	Middlewell Hill - Resturging				Concept Scoping - no estimate	Low Risk
G Jones	Frazer Lookout				Minimal Scoping - no estimate	Medium Risk
	Blackburn connection between CBD and Rail trail	North side of Hart St to Rail trail			Minimal Scoping - no estimate	Medium Risk
G Duff	Margan Dog Park				no scope or estimate	Medium Risk
G Duff	Margan Hill Scout				Minimal scope, no estimate	Medium Risk
G Duff	Roundabout Dam - carpark seal				no scope or estimate	Medium Risk
G Patter	Marshall St Footpath	first row construction (paved)			No scoping or estimate	Medium Risk
G Hennehan	Collier St Turn off - upgrade to sealed road	100m upgrade			No scoping or estimate	Medium Risk
G Hennehan	Tingone - RBC	RBC throughout town			No scoping or estimate	Medium Risk
G Duff	Gares at widening and parking				concept scoping, concept estimate	Medium Risk
G Schumacher	Redmans Road Footpath - McQuibby Dr to Bella Vista / Harris Road				Concept scope, concept estimate	Medium Risk
G Schumacher	Taylor Road - Moore to Tassman				Concept scope, concept estimate	Medium Risk
	First Ave, Kingsway - flood damage	pavement rehab (over Rd to Millers)			Concept scope, concept estimate	Medium Risk
Mayer Otto	Changing facility at Durong	Potential to replace tennis court with covered parking. Community consult required.			No scoping or estimate	Medium Risk
Mayer Otto	Kumbla Changing Grounds - possible dump point	New tennis court land Management Report. Could be an extension to Kumbla CBD project.			No scoping or estimate	Medium Risk
G Duff	Frazer Park				Minimal Scoping - no estimate	High Risk
G Duff	Mandure Hill Resurf				Minimal Scoping - concept estimate	High Risk
G Duff	Margan (SE)				no scoping or estimate	High Risk
G Duff	Margan/Median Strip	fill up, seal & maintain			Concept scope & estimate	High Risk
G Patter	Semenet / Alfred St Turn - Truck parking hardstand	TMR raised land - approval required			No scoping or estimate	High Risk
G Hennehan	Wasoonin Skatepark	new skatepark, Park			No scoping or estimate	High Risk
G Patter	Milns Road / West / West Intersection				concept scoping, concept estimate	High Risk
G Patter	Kingsway BMR area at OTC	consult needed with youth council			No scoping - consultation required	High Risk
G Schumacher	Kingsway Youth Park - redevelopment	Determination to update park, bike tracks, youth space. As the tennis court no longer interesting to youth. Improve the space for youth, better suits their needs.			no scope or estimate	High Risk
G Schumacher	Moore & Munny Roundabout	Rebuildment of roundabout in fill and supporting facilities			Concept scope, no estimate	High Risk

© Schumacher	Kingary RTP - Stage 3 scoping	Kingary Pt - Demons land - added to Maxwell combination (Design & Concept 2020/21) (potential contract 2020-24/25)	Concept scope, no estimate	High Risk
© Schumacher	Apex Park, Kingary - redevelopment	playground & carpenter's work. Site preparation required. Stability assessment to follow	Minor scope, concept estimate	High Risk
© Schumacher	Apex Park, Koroitika			High Risk
© Schumacher	Rotary Park, Kingary	Concrete removal for netball court and playground	major scope estimate	High Risk
© Schumacher	Water Infrastructure T		MSP	High Risk
Mayor Ota	Kingfield House	Tree removal and shade rail	Open - Properties	
© Duff	Mandure - Village Entry Sign		Open/next works	
© Patten	RV & car care items	Fencing storage	Open - works / assets	
© Frohloff	Nawaga CBD tree removal		Open - parks	

Draft project list - Local Roads and Community Infrastructure Program - LRCI Phase 3

Project Type	Project Title	Description	Value	Officers Comments
Key Infrastructure for Towns & Villages				
CBD Treatments				
	Blackbutt CBD	Gap in funding from current project.	\$ 300,000	Scope and unit rate increase. Endorsed by Council Resolution.
	George Street Carpark, Kingaroy	Upgrade and formalisation of George Street Carpark to provide increased parking numbers to service the Kingaroy CBD. This facility will connect to the King Street Off-street parking and interconnect the Kingaroy CBD and the Kilkivan to Kingaroy Rail Trail.	\$ 820,000	This facility will provide a safe and formalised off-street parking facility to service the Kingaroy CBD and KKRT. This carpark will offset parking losses within the CBD and provide new facilities.
Road Upgrade				
	Flats Road, Chelmsford	Full width road rehabilitation from Bye Road through to Jacksons Road	\$ 438,930	Project in Transport 10 Year Capital Works Program.
	Bilboa Road, Boyneside	Resheet eastern entry and formalise entry into turn around area for tourism traffic.	\$ 50,000	Safe access for visitors to windfarm lookout.
	Morris Street, Blackbutt	Sealing last remaining unsealed urban road in Blackbutt. Reduced maintenance management costs associated. Project includes sealing 420m to a sealed urban standard. Associated kerb and channel	\$ 500,000	
	Birt Road, Crawford	Upgrade 1500m of road to a sealed urban road standard. Reason for upgrade is to alleviate dust affecting properties due to increased agricultural operations.	\$ 940,000	
	Gore St - Widening & Parking Upgrades	Widening, K&C and formalised parking to support adjoining school.	\$ 180,000	
Subtotal			\$ 2,748,930	
Enhancing Liveability & Lifestyle				
Parks				
	Carpark Reseal & Design - Renewal Program	Carpark Renewal Program - design & construct. Improved public safety through rehabilitation of carpark and access assets throughout our region.		Reseal existing bitumen carparks at Aerodromes [Wondai & Kingaroy], Cemeteries [Kingaroy, Nanango, Wondai, Blackbutt, Murgon]
Subtotal			\$ -	
Building Upgrades				
Facilities				
	Wondai Grandstand - Asbestos Removal	Removal of Asbestos from Wondai Grandstand changerooms.	\$ 120,000	High WHS risk to organisation. Wondai Rugby League Club would like to use the change rooms and very concerned about the amount of Asbestos that has broken as result of building movement.
	Carpark Reseal & Design - Renewal Program	Design and construct additional 12 vehicular carparks within staff parking area of Kingaroy Depot.	\$ 120,000	2 reported Workplace Health and Safety Incidents (near misses). High WHS risk to organisation. Staff parking on Ivin St, which is the entrance to Kingaroy Depot. Large yellow plant and trucks exiting Kingaroy Depot at the same time staff are entering Depot. Listed on Councils Corrective Action Register.
Subtotal			\$ 240,000	
Total			\$ 3,468,930	
Available Funding			\$ 3,288,930	
Remaining Allocation			-\$ 180,000	

Projects to consider;

Key Infrastructure for Towns & Villages			
Councillor Requested Road Upgrade			
Old Rifle Range Road, East Nanango	Upgrade 620m (135m Mercer Springgate Road, 485m on Old Rifle Range Road) to a sealed rural standard. Associated drainage upgrades and signage included.	\$ 600,000	
Lanigan Road, Glan Devon	Upgrade 1.2km to a sealed rural standard. This upgrade will provide dust relief to 10 properties along a section of the road.	\$ 825,000	Customer petition to seal road to reduce dust affecting 10 houses along road. Recommend Council is funded from the future resheeting with additional funding to upgrade to seal.
Brights Road	Seal 800m section of road to a sealed rural standard.	\$ 700,000	
Weeks Road, Ellesmere	Full width pavement seal of 200m to a sealed rural standard with required drainage upgrades.	\$ 220,000	Seal road to increase road safety, and associated drainage works. Recommend further investigation & consultation with TMR. Also recommend that Council fund from the future resheeting with additional funding to upgrade to seal.
Harris Road / Edenvale North / Clark and Swenson Road Intersection Upgrade	Harris Rd, Clark and Swenson Rd, and Edenvale North Rd intersection realignment.	\$ 2,200,000	Upgrade heavy vehicle route to Swickers and other industrial businesses to detour vehicles from CBD.
Meiers Road, Kingaroy	West Street intersection realignment and full width seal through to Bunya Hwy.	\$ 1,350,000	Safety upgrade for intersection and Rail Trail crossing. Further investigation and full design required; recommend consideration for future capital works program.
Bilboa Road, Boyneside	Resheet eastern entry and formalise entry into turn around area for tourism traffic.	\$ 50,000	Safe access for visitors to windfarm lookout.
Walsh Road, Runnymede	Seal 1650m section of road to a sealed rural standard.	\$ 1,400,000	

Building Upgrades			
Community Security and Safety Program	Renewal of security fencing	\$ 265,000	Renewal of security fencing at Murgon Town Hall, Murgon Depot, Murgon Showgrounds, Kingaroy Depot and Nanango Depot.
Carpark Resheet and Design program	Carpark Renewal Program - design & construct. Improved public and employee safety through rehabilitation of carpark and access assets.	\$ 400,000	Murgon Library - front carpark reseal, design and construct rear car park to address WHS, Kingaroy Depot, Kingaroy Glendon to Youngman Laneway design and construct new pavement to address WHS, Murgon Depot, carpark reseal and design and construct additional parking area.
Mondure Hall Reroofing	Renewal of Mondure Hall Roof.	\$ 350,000	Mondure Insurance Claim \$114,000. - go towards reroofing, Mondure Hall Committee have a grant of \$36,000 to go towards bathroom refurbishment. Additional funding for roof and additional funding for restumping.

Road - Renewal & Rehabilitation			
Road Rehabilitation Program	see attached rehabilitation program	\$200,000 to \$1,000,000	
Bitumen Reseal Program	see attached reseal program	\$200,000 to \$1,000,000	

Gravel Resheeting Program	see attached ressheeting program	\$200,000 to \$1,000,000	
Bridge Renewal Program	see attached bridge renewal program	\$ 350,000	
Concrete Floodway Renewal Program	see attached concrete floodway renewal program	\$ 100,000	

Kerb & Channel - Renewal

Regional K&C Renewal Program	See attached K&C program	\$ 300,000	
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Road Upgrade - Seal Widening

Stuart Valley Drive, Ellesmere; Ch4737 - Ch6295	Widen & overlay	\$ 825,000	
Blackbutt Crows Nest Road, Blackbutt; Ch3180 - Ch6268	Road widening and strengthening from Corcoran Rd to Nukku Rd intersection (3180 - 6268)	\$ 1,750,000	
Beresford St, Proston; Ch302 - Ch415	Widen seal and provide Kerb and Channel 302 - 354 RHS;302-415 LHS	\$ 70,000	
Berlin Road, South Nanango; Ch2940 - Ch4070	Widen & overlay to a 7m sealed standard	\$ 600,000	
Booie Road, Booie; Ch1620 - Ch4370	Widen sealed road from 4m to 6.5m. Possible resumption required. Visibility issues involved with property fence line blocking view of oncoming traffic on narrow seal.	\$ 1,700,000	
Booie Crawford Road, Crawford; Ch3061 - Ch5277	Widen to 7m sealed standard with associated drainage upgrades	\$ 550,000	
Couchmans Road, Memermabi; Ch1968 - Ch6125	Widen & overlay narrow seal road to reduce shoulder maintenance.	\$ 2,300,000	
Crumpton Drive, Blackbutt; Ch2230 - Ch3200	Widen & overlay	\$ 225,000	
Farrington Road, Benarkin; Ch0 - Ch390	Widen and seal shoulders to a 7m sealed standard	\$ 100,000	
Haly Creek Road, Ellesmere; Ch0 - Ch3850	Widen & overlay	\$ 2,150,000	
Industrial Avenue, Kingaroy; Ch179 - Ch476	Upgrade to 10.5m seal to support large truck configurations. Design required to understand K&C and stormwater upgrade requirements.	\$ -	
Mondure Wheatlands Road, Wheatlands; Ch4650 - Ch6150	Widen & overlay	\$ 825,000	
Mount Wooroolin Access Road, Kingaroy; Ch0 - Ch1471	widen to two lane with kerb & channel	\$ 970,000	
Old Esk Road, Benarkin; Ch770 - Ch5478	Widen & overlay	\$ 2,600,000	

Scott Street, Benarkin; Ch0 - Ch420 & Ch630 - Ch1430	Widen & overlay	\$ 300,000	
Starr St, Hivesville; Ch0 - Ch284	Widen & overlay	\$ 220,000	
Weens Road, Kingaroy; Ch880 - Ch3650	West of Mt Wooroolin road - Widen & overlay 3 sections to a 7m sealed standard	\$ 1,400,000	
Wondai Charlestown Road, Charlestown; Ch1330 - Ch1530	Widen and overlay to a 6.5m seal to the tip entrance	\$ 100,000	

Sub-total \$ 16,685,000

Footpath / Kerb & Channel

Fisher St Medians, Kingaroy	Median rehabilitation and surfacing including linemarking along Fisher St between Haly St and Moore St.	\$ 45,000	INS Operational Plan Item.
Blake Street, Proston	Design and Construct concrete footpath along Blake Street.	\$ 550,000	Supply pedestrians a safe method of travel along Blake Street in Proston CBD.
Walter Road Median Renewal	Replace broken kerb, clean and repaint discoloured kerb and concrete infill.	\$ 35,000	TMR infrastructure.
Hivesville Footpath (Wondai Proston Road)	460m @ 1.5m concrete footpath, including raised floodway with stormwater pipe & headwalls (basic flood survey required)	\$ 175,000	Potential SafeST project.
Bunya Mountains	Boardwalk through drain to walking tracks and past café.	\$ 165,000	Drainage reconfiguration, carpark and footpath works
William Street (north) - K&C Replacement	Replace K&C between Queen & Sawtell Street. Chunks of guttering along William. Falling onto road, unstable underfoot. 250m both sides of road (9 property entries)	\$ 50,000	Give priority in K&C replacement (capital works). Consider resurfacing works in coordination.
Kent St, Kingaroy - new footpath between Carinya St & Albert St	St Mary School	\$ 50,000	Potential SafeST project
Haly St - new footpath between PCA & Jarrah	150m of 1.5m wide new concrete footpath & removal of paperbark trees. Thickening required for PCA entry.	\$ 80,000	15k for telstra.
Moore and Murray Pde Roundabout	Needs trees and sign replaced. Refurbishment	\$ 20,000	Signage replacement only. Very difficult to accommodate trees with overhead power.
William Street Center Parking - K&C Replacement			
Tingoora - K&C upgrade	Gibson St between Magnusson Dr & Home St	\$ 70,000	Urban street profile with stormwater inlet. Recommend project is considered for future Capital Works Program.

Sub-total \$ 1,195,000

Sealed Road Rehabilitation

Tingoora Chelmsford Road - Pavement Rehabilitation (multiple sections)	Sealed road pavement rehabilitation and reseal	\$ 2,700,000	Future TIDS funding as Tingoora Chelmsford Road is a LRRS road.
Crumpton Drive, Blackbutt Pavement Rehabilitation	Sealed road pavement rehabilitation and reseal	\$ 225,000	
Greenview Road, Wondai - Pavement Rehabilitation	Sealed road pavement rehabilitation and reseal	\$ 660,000	

Hicken Way, Nanango - Pavement Rehabilitation	Sealed road pavement rehabilitation and reseal	\$ 100,000	
Hivesville Road, Kawi Kawi - Pavement Rehabilitation (multiple sections)	Sealed road pavement rehabilitation and reseal	\$ 365,000	
Silverleaf Road, Byee - Pavement Rehabilitation (multiple sections)	Sealed road pavement rehabilitation and reseal	\$ 290,000	
Wondai Charlestown Road, Wooroolin	Sealed road pavement rehabilitation and reseal	\$ 350,000	
Campbells Road, Byee	Sealed road pavement rehabilitation and reseal	\$ 235,000	
Cloyna West Road, Cloyna	Sealed road pavement rehabilitation and reseal	\$ 70,000	
Ironpot Road, Ironpot - Pavement Rehabilitation (multiple sections)	Sealed road pavement rehabilitation and reseal	\$ 320,000	
Mondure Wheatlands Road, Silverleaf	Sealed road pavement rehabilitation and reseal	\$ 1,200,000	
Stubs Armstrong Road, Durong	Sealed road pavement rehabilitation and reseal	\$ 540,000	
Swains Road, Durong	Sealed road pavement rehabilitation and reseal	\$ 530,000	
Wesslings Road, Wondai	Sealed road pavement rehabilitation and reseal	\$ 135,000	
Woltmanns Rd, Durong	Sealed road pavement rehabilitation and reseal	\$ 50,000	
Bowman Rd, Blackbutt Nth	Sealed road pavement rehabilitation and reseal	\$ 165,000	
Kangaroo Yard Rd, Wheatlands	Sealed road pavement rehabilitation and reseal	\$ 190,000	
Steven St, Benarkin	Sealed road pavement rehabilitation and reseal	\$ 81,000	
Earl st, Kingaroy	Sealed road pavement rehabilitation and reseal	\$ 475,000	
Bicks Rd, Cloyna	Sealed road pavement rehabilitation and reseal	\$ 330,000	
Cushnie Rd, Cushnie	Sealed road pavement rehabilitation and reseal	\$ 675,000	
Sub-total		\$ 9,686,000	

Enhancing Liveability & Lifestyle

Parks			
Apex Park New - Sealed Carpark	Provide approx 15-17 parking bays with a bitumen seal. Detailed design required to understand access and stormwater requirements.	\$ 120,000	
Apex Park Existing Carpark - new seal	Upgrade existing Apex Park carpark to a sealed standard.	\$ 50,000	*funded through 21/22 capital budget
Wondai Visitor Information Center - Carpark Seal		\$ 51,000	
Proston - Abbeywood Park	Further investigation and scoping required	\$ 55,000	
		Sub-total \$	221,000

COVID-19 Local Roads and Community Infrastructure Program Guidelines – Phase 3

Opening date:	October 2021
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Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development and Communications
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Administering entity	Department of Infrastructure, Transport, Regional Development and Communications
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Enquiries:	Any questions should be directed to: Program Manager Local Roads and Community Infrastructure Program LRCIP@infrastructure.gov.au
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Date guidelines released:	October 2021
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Type of grant opportunity:	Demand-driven (Eligibility-based)
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1. Local Roads and Community Infrastructure Program Process



1.1 Introduction

These Guidelines contain information for Phase 3 of the LRCI Program grants.

The Local Roads and Community Infrastructure (LRCI) Program was announced on 22 May 2020. Through the 2020-21 Budget, the Australian Government announced an extension of the LRCI Program, now referred to as LRCI Program Phase 2.

On 11 May 2021, as part of the 2021-22 Budget, the Australian Government announced a further \$1 billion for the continuation of the LRCI Program Phase 3. The grant opportunity set out in these Program Guidelines is for LRCI Program Phase 3 only.

The LRCI Program supports Eligible Funding Recipients to create jobs by delivering priority local road and community infrastructure projects across Australia.

This document sets out:

- the purpose of the grant opportunity;
- the eligibility criteria;
- how Eligible Funding Recipients will be monitored and evaluated; and
- responsibilities and expectations in relation to the grant opportunity.

The LRCI Program is administered by the Department.

2. About the LRCI Program – Phase 3

The purpose of the LRCI Program is to support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Phase 3 of the LRCI Program will open from 20 October 2021. At this time, Grant Agreements will be sent to Eligible Funding Recipients to be executed, and Project Nominations can be submitted to the Department.

From 3 January 2022, the construction time period commences, and eligible payments will be made from this time. Project construction can commence once Project Nominations are approved by the Department with projects required to be physically completed by 30 June 2023.

Phase 3 of the LRCI Program continues a temporary, targeted stimulus measure responding to the economic impacts of the COVID-19 pandemic. The LRCI Program assists a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement.

As with the earlier Phases of the LRCI Program, Eligible Funding Recipients can select a broad range of projects to fund so that communities can continue to be provided with the infrastructure they require. It is expected that Eligible Funding Recipients will use local businesses and workforces to deliver projects wherever possible to ensure stimulus funding flows into local communities.

The LRCI Program is a demand driven (eligibility based) grant program.

The LRCI Program will be delivered under Outcome 3.2 of the Department's Portfolio Budget Statement 2021-2022:

- the local government program supports regional development and local communities through delivery of policy advice to the Australian Government and financial assistance to local governments to strengthen local government capacity and better support local communities.

The objective of the LRCI Program is to maintain and create jobs by stimulating additional infrastructure construction activity in communities across Australia.

The intended outcomes of the LRCI Program are to:

- provide stimulus to protect and create local short-term employment opportunities through funding construction projects following the impacts of COVID-19; and
- deliver benefits to communities, such as improved road safety, accessibility and visual amenity.

The Department will administer the LRCI Program according to the *Commonwealth Grants Rules and Guidelines 2017 (CGRGs)*.

3. Grant amount and grant period

The Australian Government has committed total funding of \$1 billion for Phase 3 of the LRCI Program.

Eligible Funding Recipients will receive a grant amount called a 'Nominal Funding Allocation'.

The formula used to calculate a Nominal Funding Allocation has been modelled on funding allocations under the Roads to Recovery Program (R2R) and the local road component of the Financial Assistance Grants Program. The formula used to determine a state/territory's share of funding under the LRCI Program follows the same state/territory allocation process as these programs. Within a state/territory's share of funding, the calculation of each Eligible Funding Recipient's Nominal Funding Allocation has been derived based on recommendations from the relevant Local Government Grants Commission, and takes into consideration factors such as population estimates and road length in each local governing body area. This is similar to how individual shares of R2R funding and local road component of the Financial Assistance Grant Program is calculated.

The formula has been consistently applied to determine the Nominal Funding Allocation of each Eligible Funding Recipient under the LRCI Program.

Co-contributions are not required under the LRCI Program, but Eligible Funding Recipients may expend their own funds on Eligible Projects.

This grant opportunity will open on 20 October 2021 and close on 31 December 2023. The First Instalment of the Phase 3 Nominal Funding Allocation will be paid after the Eligible Funding Recipient's Work Schedule has been approved, and not before 3 January 2022.

3.1 Phase 3 – ‘use it or lose it’ principle

If:

- an Eligible Funding Recipient has not applied for the full amount of their Phase 3 Nominal Funding Allocation in a draft Work Schedule by 30 June 2022; or
- savings related to Eligible Projects have not been reallocated under an Eligible Funding Recipient’s Phase 3 Nominal Funding Allocation before 30 June 2023, then;

the Australian Government has the right to not pay the amount of the Phase 3 Nominal Funding Allocation not applied for or reallocated by the Eligible Funding Recipient.

4. Eligibility criteria

Only Eligible Funding Recipients are able to participate in Phase 3 of the LRCI Program. Eligible Funding Recipients will receive a letter of offer to participate in Phase 3 of the LRCI Program.

4.1 Who is eligible for a grant?

Eligible Funding Recipients are the same as for Phase 1 and Phase 2 of the LRCI Program.

550 Eligible Funding Recipients have been selected for this grant opportunity to fund and provide local council services to communities directly. By providing funding to the level of government closest to communities, the Australian Government can ensure that the economic boost is felt throughout every community across Australia.

4.2 Who is not eligible for the Grant Program?

Organisations are not eligible for the LRCI Program unless they have been identified by the Australian Government as an Eligible Funding Recipient (see 4.1).

General applications by other organisations will not be accepted. Applications by Eligible Funding Recipients reasonably understood to be on behalf of, or for the benefit of another otherwise ineligible organisation, will not be accepted.

5. What the grant money can be used for

Grant money can only be used on Eligible Projects, which are projects that are Local Road Projects or Community Infrastructure Projects (see 5.1). Eligible Projects must meet the Eligible Project Requirements set out in subsections 5.2 to 5.6, and deliver benefits to the community.

5.1 Eligible Grant Activity

Local Roads Projects

Eligible Local Road Projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider works that support improved road safety outcomes.

This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.

Community Infrastructure Projects

Eligible Community Infrastructure Projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

'Generally accessible to the public' means that the project, or the amenity provided by the project, is generally accessible to the public at large. Some areas are clearly publicly accessible as they are areas that are open to all members of the public such as parks, playgrounds, footpaths and roads.

Projects will also be considered generally publically accessible if they are in a location that is:

- generally publically accessible to the wider public undertaking a specific activity (for example council operated sporting fields); or
- generally publically accessible for a limited age group of the community as a whole i.e. a kindergarten building; or
- used for the provision of an essential service or community service, as determined by the Department, and the amenity of the asset is publicly accessible and benefits the community.

All projects whether carried out on council owned land, or another type of public land, must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- community/public art associated with an Eligible Project (Eligible Funding Recipients will need to provide a clear description of the conceptual basis of the artwork);

- playgrounds and skate parks (including all ability playgrounds);
- noise and vibration mitigation measures; and
- off-road car parks (such as those at sporting grounds or parks).

Other Public Land

Projects that involve the construction, maintenance and/or improvements to state/territory and Crown owned land/assets, and Commonwealth owned land/assets, can also be eligible projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the site(s) are accessible to the public (including natural assets).

5.2 Maintaining Overall Capital Expenditure

As an economic stimulus measure, the intent is that Eligible Funding Recipients undertake infrastructure projects which are additional to projects that they had planned to undertake using either their own funds or funds already available to the Eligible Funding Recipients by another opportunity. The funding is not intended to replace existing expenditure commitments but rather to enable further, additional expenditure as economic stimulus.

Under Phase 1, projects would be considered Eligible Projects if they were additional to the Eligible Funding Recipient's existing work plan for 2020-21; simply, LRCI funds could not be used on existing projects.

Under Phase 2, Eligible Funding Recipients were required to maintain their overall capital spending on roads and community infrastructure, funded by their own revenue, at or above their 2020-21 capital spending level.

Under Phase 3, Eligible Funding Recipients will be required to maintain their overall capital spending on roads and community infrastructure, funded by their own revenue, at or above their 2021-22 capital spending level. The focus on overall capital spending provides Eligible Funding Recipients with greater flexibility to set and deliver the infrastructure priorities in their communities.

Proof of maintaining capital expenditure may be a requirement for an Eligible Funding Recipient to receive their full Phase 3 Nominal Funding Allocation. The Department will consider, in exceptional circumstances, exemptions to this requirement.

5.3 Co-contributions

Co-contributions are not required under the LRCI Program, but are allowed to be used for projects. A project can be funded by a combination of LRCI Program funds, the Eligible Funding Recipient's funds, and other government program funds (including state government programs), as long as the combined funding for the project does not exceed the estimated cost of a project.

An Eligible Funding Recipient using co-contributions for a project also needs to meet the conditions of other funding programs from which funds are sourced. Eligible Funding Recipients are responsible for determining if the funding conditions of another program would permit the use of LRCI Program funding towards that project.

5.4 Eligible Construction Time Period

The eligible construction time period to undertake construction activity on Eligible Projects must be undertaken between 1 January 2022 and 30 June 2023. If a Phase 3 Grant Agreement is executed and the project is in a Phase 3 Approved Work Schedule, then construction may commence prior to 1 January 2022.

In general, requests to extend the construction time period beyond 30 June 2023 will not be granted. Exceptional circumstances that may directly delay and result in an extension to the eligible construction time period, will require case-by-case consideration. Planning issues, contractor availability, and general delays associated with project commencement or completion, are not considered exceptional circumstances, and Eligible Funding Recipients should take these into consideration when nominating a project.

Consideration of any requests for an extension to the Eligible Construction Time Period is at the discretion of the Delegate (see 6.1) If the Delegate decides that extensions will be considered, application forms will be published on the Department's website. Applications for extension must be in the manner and form stipulated by the Department and include sufficient information for the delegate to make a decision.

5.5 Combined Projects – Completed LRCI Phase 1 and Phase 2 Projects

Eligible Funding Recipients can nominate discrete later stages of projects that are already receiving funding under the LRCI Program. The Phase 3 nomination must be a new, separate and previously unfunded project stage. The component funded under Phase 1 or Phase 2 must not be amended without approval by the Delegate and must maintain eligibility under the relevant program guidelines.

5.6 What the grant money cannot be used for

Eligible Funding Recipients cannot use grant money to pay for business as usual activities and costs, or any other activities and costs not associated with Eligible Projects. These activities are Ineligible Projects or Ineligible Expenditures.

The following are examples of Ineligible Projects and Ineligible Expenditures:

- costs incurred in the preparation of a Work Schedule or related documentation;
- costs incurred in the preparation of reporting documentation including Audit requirements;
- general administrative overheads and staff salaries not connected with Eligible Projects funded under the Program;
- subsidy of general ongoing administration of an organisation such as electricity, phone, rent, or costs incurred by the Council as a Landlord in the general course of a lease;
- commencement ceremonies, opening ceremonies or any other event associated with Eligible Projects;
- transport planning studies;
- road rehabilitation studies (if not part of an Eligible Project);
- road building plant or other capital equipment especially moveable equipment (e.g. graders or trailers);

- land;
- purchase of or improvement to assets that will be ' handed off' to ineligible funding recipients under a cost sharing or minimisation strategy, or similar;
- training (if not part of an Eligible Project);
- public liability insurance;
- fringe benefits tax;
- GST payable component of a supply;
- finance leases on equipment;
- depreciation, except for depreciation of plant and equipment directly attributable to a grant funded Eligible Project;
- preliminary planning and stand-alone design that do not relate to an Eligible Project
- operating lease charges where the rental expense cannot be directly linked to the grant project (e.g. a grader may be hired for a period for a variety of tasks, only charges that specifically relate to the funded Eligible Project can be charged against the grant funds);
- overseas travel; and
- the covering of retrospective project costs undertaken prior to work schedule approval.

6. The grant selection process

6.1 Who will approve grants?

A person occupying a position of SES Band 1, Assistant Secretary, within the Infrastructure Investment Division (the Delegate) will approve grants on the basis that the organisation is an Eligible Funding Recipient as identified in section 4.1.

The Department considers that Eligible Projects provide value for money as a proportional response to the actual and anticipated nation-wide economic impacts resulting from COVID-19.

The amount of grant money awarded to an Eligible Funding Recipient will be determined by the Department in accordance with the formula outlined at section 3.

The Delegate's decision is final in all matters, including:

- the approval of the grant; and
- the grant amount.

There is no appeal mechanism for the decision to approve or not approve a grant.

6.2 How to seek a variation to project nominations?

If an Eligible Funding Recipient requires an amendment to their Approved Project cost or scope of works, the Eligible Funding Recipient will be required to resubmit their Phase 3 Work Schedule.

Edit and annotate the most recently submitted Phase 3 Work Schedule on Microsoft Word, using track changes.

6.2 How to seek an extension to approved project construction timeframes?

If an Eligible Funding Recipient needs to amend the start or end date of an Approved Project, this can be done via the Quarterly Report. If your Approved Project end date is past 30 June 2023, please contact the Department via email at LRCIP@infrastructure.gov.au.

In general extensions past 30 June 2023 will not be granted. Though in exceptional circumstances, they may be considered at the discretion of the Delegate. If the Delegate decides that extensions will be considered, application forms will be published on the Department's website. Applications for extension must be in the manner and form stipulated by the Department and include sufficient information for the delegate to make a decision.

7. Letter of offer process

All Eligible Funding Recipients will receive an offer to participate in Phase 3 of the LRCI Program. This offer will:

- a) specify the Phase 3 Nominal Funding Allocation;
- b) include a Grant Agreement that sets out the terms and conditions of Phase 3 of the LRCI Program executed by the Australian Government;
- c) provide information on the submission of Work Schedules.

Before accepting the offer, Eligible Funding Recipients must read and understand these Guidelines and the Grant Agreement. The Guidelines can be found on the Department's website and on [GrantConnect](#). Any alterations and addenda¹ will be published on GrantConnect and the Department's website. By registering on GrantConnect, organisations will be automatically notified of any changes to the Guidelines.

Eligible Funding Recipients can return signed Grant Agreements and submit Work Schedules for their first projects between 1 October 2021 and 30 June 2022. As construction needs to be completed by 30 June 2023, after 1 July 2022 the Department expects to only be managing variations or additional project nominations to ensure that an Eligible Funding Recipient is able to fully utilise their Phase 3 Nominal Funding Allocation.

8. Notification of outcomes

All Eligible Funding Recipients will receive a letter of offer to participate in Phase 3 of the LRCI Program and a Grant Agreement.

9. Successful grantees

9.1 The Grant Agreement

An Eligible Funding Recipient must enter into a legally binding grant agreement with the Australian Government by signing the Grant Agreement. The Grant Agreement used for Phase 3 of the LRCI Program will be supplied to Eligible Funding Recipients. The Grant Agreement has standard terms and conditions that cannot be changed.

¹ Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, and Questions and Answers (Q&A) documents

The Grant Agreement may also contain conditions specific to an Eligible Funding Recipient in a Schedule.

To accept the offer, the Eligible Funding Recipient must sign the Grant Agreement:

- provide all the information requested; and
- return the Grant Agreement to the LRCI Program - Program Manager.

The Department is not responsible for any of an Eligible Funding Recipient's expenditure until a Grant Agreement is executed and a Work Schedule is approved for the Eligible Funding Recipient. A Grant Agreement must be executed with the Australian Government before any payments can be made.

Eligible Funding Recipients should keep a copy of the Grant Agreement and any supporting documents.

The Australian Government may recover grant funds from an Eligible Funding Recipient if the Grant Agreement has been breached. If an Eligible Funding Recipient fails to meet the obligations of the Grant Agreement, the Grant Agreement may be terminated.

9.2 How we pay the Grant

Table 1 Grant Payment Overview

Payment milestone	Grant payment date	Amount
<p>First Instalment: Work Schedule approval payment</p>	<p>The First Instalment of the Phase 3 Nominal Funding Allocation will be paid after 3 January 2022 and after the Eligible Funding Recipient's Work Schedule has been approved.</p>	<p>The First Instalment will be equal to 50 per cent of an Eligible Funding Recipient's Phase 3 Nominal Funding Allocation, unless the Eligible Funding Recipient is the recipient of a Low Value Grant.</p> <p>For Low Value Grants, Eligible Funding Recipients will receive 75 per cent of their Phase 3 Nominal Funding Allocation in their First Instalment.</p>
<p>Progress Instalments: Eligible Funding Recipients can receive multiple progress payments.</p>	<p>Within four weeks of the Department's acceptance of a complete and accurate Quarterly Report</p>	<p>A Progress Instalment will be equal to the Eligible Funding Recipient's:</p> <ul style="list-style-type: none"> • actual expenditure until the end of the period covered by the relevant Quarterly Report; and • projected expenditure on Eligible Projects in an Approved Work Schedule to the end of the subsequent quarter; <p>less:</p> <ul style="list-style-type: none"> • received instalments; and • 10 per cent of the Phase 3 Nominal Funding Allocation. <p>For Low Value Grants, Eligible Funding Recipients can apply to receive the residual of grant funds at the time of a Quarterly Report being submitted provided they also submit completed acquittal documentation.</p>
<p>Final Instalment: Final payment</p>	<p>Within four weeks of the Department's acceptance of a complete and accurate Annual Report and decision to release the Final Instalment.</p>	<p>The Final Instalment will equal the smaller of:</p> <ul style="list-style-type: none"> • the residual amount of an Eligible Funding Recipient's Phase 3 Nominal Funding Allocation; or • the total eligible expenditure and projected expenditure to the end of the Eligible Projects; <p>less instalments paid to date.</p>

Submission of a Work Schedule

Eligible Funding Recipients will nominate projects they intend to spend LRCI grant money on in their draft Work Schedule.

Eligible Funding Recipients are required to submit a draft Work Schedule in the manner and form stipulated by the Department. The manner and form for submitting a draft Work Schedule will be provided to Eligible Funding Recipients and made available on the Department's website.

- Eligible Funding Recipients should submit their draft Work Schedule when they return their signed Grant Agreement. Work Schedules can be submitted between 20 October 2021 and 30 June 2022, but failure to promptly return a Work Schedule will result in release of grant funds being delayed.
- In order for Eligible Funding Recipients to receive their full Phase 3 Nominal Funding Allocation, they must have submitted a draft Work Schedule for the total amount of their Phase 3 Nominal Funding Allocation by 30 June 2022.
 - If an Eligible Funding Recipient has not applied for their full Phase 3 Nominal Funding Allocation in a draft Work Schedule by 30 June 2022, or savings related to Eligible Projects have not been reallocated under their Phase 3 Nominal Funding Allocation before 30 June 2023, the Australian Government has the right to not pay the amount of the Phase 3 Nominal Funding Allocation not yet applied for or reallocated by the Eligible Funding Recipient.

The draft Work Schedule must contain the following information in relation to each of the nominated projects the Eligible Funding Recipient proposes to undertake using the grant:

- project description, including details of how the project meets the Project Eligibility Requirements detailed in Section 5;
- proposed timeframes for the project, including construction commencement date and estimated construction completion date;
- detail of any conflicts of interest and management actions to manage these conflicts;
- the amount of grant funding required and details of any other contributions to the total costs of the project, along with details of all proposed expenditure including confirmation that none of the proposed expenditure is Ineligible Expenditure;
- expected number of full-time equivalent jobs supported by the project over the construction period;
- meet mapping requirements notified by the Department;
- whether the project involves Indigenous employment of Business use; and
- Work Category, Outcome Category

If some of the jobs supported by a project are new jobs/redistribution of personnel in the Eligible Funding Recipient's own workforces, labour costs for work undertaken must be derived from timesheets or via an equally acceptable method. Project management time included in the expected number of jobs supported by a project must not include Ineligible Expenditure or costs associated with Ineligible Projects, and a clear and definable model needs to be in place to apportion these costs.

The total amount of grant funding sought under a draft Work Schedule cannot exceed the amount of the grant specified in the Grant Agreement.

Approval of a Work Schedule

The Department will assess whether projects included in an Eligible Funding Recipient's Work Schedule meet the Eligible Project Requirements set out in these Guidelines and that all requested information has been provided.

If the Work Schedule or projects do not meet requirements, an Eligible Funding Recipient may submit an updated Work Schedule that includes additional nominated projects for approval. The Department may contact an Eligible Funding Recipient to request further information.

The Department will make a recommendation to the Delegate to approve/not approve the Work Schedule.

If an Eligible Funding Recipient nominates projects with a total value of more than 50 per cent of their Phase 3 Nominal Funding Allocation and the Work Schedule is approved, the Delegate will approve release of the First Instalment of grant funds. The decision to release funds will be made on the basis of their assessment of the information provided by an Eligible Funding Recipient and any other information in the Program Guidelines. Approval may be subject to conditions detailed in the Grant Agreement. Only approved Eligible Projects will be included in the Approved Work Schedule.

Eligible Funding Recipients will be advised in writing if their Work Schedule and release of the First Instalment has been approved.

First Instalment

The First Instalment will be paid to an Eligible Funding Recipient from 3 January 2022 or within four weeks of the Work Schedule and release of the First Instalment being approved by the Delegate, provided this date is after 3 January 2022.

The value of the First Instalment will be 50 per cent of an Eligible Funding Recipient's Phase 3 Nominal Funding Allocation.

Low Value Grants

A Low Value Grant is a Phase 3 Nominal Funding Allocation under \$750,000. In application of the proportionality principle, different requirements relating to Instalments and Reporting apply to these grants.

For a Low Value Grant, the process for Work Schedule approval is the same as detailed above. However, Low Value Grant recipients can receive 75 per cent of their Phase 3 Nominal Funding Allocation as their First Instalment provided they have nominated projects totaling 75 per cent or more of their Phase 3 Nominal Funding Allocation.

Progress Instalments

Progress Instalments will be made following submission of a complete and accurate Quarterly Report.

The Delegate will approve release of a Progress Instalment on the basis of:

- the Department's assessment of, and the information provided in, relevant Quarterly Report/s;
- whether or not an Eligible Funding Recipient is in breach, or suspected of being in breach, of the Grant Agreement; including
- consideration of other relevant information, including whether the Eligible Funding Recipient has engaged with relevant local MPs as required by these guidelines.

Further relevant information may be requested by the Department at this stage and considered by the Delegate.

If the Delegate approves release of a Progress Instalment, payment will be made within four weeks of the Delegate making this decision. Eligible Funding Recipients will be advised in writing of the decision to release a Progress Instalment.

The payment value for a Progress Instalment will equal:

- actual expenditure up until the end of the relevant quarter; plus
- projected expenditure to the end of the next quarter.

less:

- the first instalment; and
- 10 per cent of the Phase 3 Nominal Funding Allocation.

For Low Value Grants, Eligible Funding Recipients can apply to receive the residual of grant funds (10 per cent) at the time of a Quarterly Report being submitted, provided they also submit completed acquittal documentation (see 11.4).

Final Instalment

The Delegate will decide whether to approve release of the Final Instalment on the basis of:

- an assessment of compliance with the Grant Agreement, including any investigations or audit reports;
- the information provided in the Annual Report;
- information in the Work Schedule and relevant Quarterly Reports; and
- any other relevant information, including whether the Eligible Funding Recipient has engaged with relevant local MPs as required by these guidelines.

The Final Instalment will be the lesser of:

- the residual amount of an Eligible Funding Recipient's Phase 3 Nominal Funding Allocation and the total actual expenditure, and;
- projected expenditure to the end of the Eligible Projects, less instalments paid to date.

Projected expenditure should be limited to invoices for completed construction activities which are yet to be paid, or; expenses expected to be incurred post 30 June 2023, which are not construction costs, unless otherwise agreed by the Department.

Further information may be requested by the Department at this stage and considered by the Delegate. The Final Instalment will be paid within four weeks of the Delegate's decision to release the grant payment.

9.3 Grant Payments and GST

In accordance with the Terms of the Australian Taxation Office ruling GSTR 2012/2, payments made under the LRCI Program, which are payments made by a government related entity to another government related entity, and for which the amount of the grant does not exceed the cost of providing the goods or services, do not attract GST. Consequently, the actual and projected expenditure Eligible Funding Recipients report to the Department must exclude the GST component on goods and services, and the payments the Department makes to Eligible Funding Recipients to cover the costs of the program will not include GST.

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 your particular taxation circumstances.

10. Announcement of grants

The Department will publish details of the grants awarded on GrantConnect within 21 days after the date of effect of the Grant Agreement as required by section 5.3 of the [CGRGs](#).

The Department may also publish details of grants on its website or other government websites, including individual projects funded, underway or complete. This information may include, but is not limited to:

- title of the project;
- description of the project and its aims;
- amount of funding received and funding allocation; and
- project outcomes including estimates of jobs supported.

11. Reporting requirements

Eligible Funding Recipients must submit reports in line with the Grant Agreement and these Guidelines. The Department will remind Eligible Funding Recipients of their reporting obligations before reports are due.

Eligible Funding Recipients must also update their Work Schedules as required and in accordance with any other requirements notified by the Department.

The Department will monitor progress by assessing submitted reports and may conduct site visits to confirm details in Quarterly Reports and Work Schedules if necessary. Occasionally, the Department may need to re-examine claims, seek further information, or request an independent audit of claims and payments on a risk based or sampling basis.

11.1 Quarterly Reports

Eligible Funding Recipients must submit Quarterly Reports throughout the Grant Period.

Quarterly Reports must be submitted per the timeframes in **Table 2 – Reports** and in accordance with the Grant Agreement.

Quarterly Reports are used to provide the Department with information on the progress of Eligible Projects and are a requirement for the receipt of funds for payment of Progress and Final Instalments of grant payments. Quarterly Reports must be submitted in the manner and form specified by the Department and include required details.

Eligible Funding Recipients must provide the following information in a Quarterly Report:

- the amount of grant funding spent (actual expenditure) for the eligible construction time period commencing on 1 January 2022 (unless agreed by the Department) and ending on the last day of the quarter to which the Quarterly Report relates;
- the amount of grant funding (proposed expenditure) which the Eligible Funding Recipient intends to spend on Eligible Projects in the quarter following the report;
- details of progress towards completion of Eligible Projects; including any evidence required per the Grant Agreement;
- changes to construction start or end dates, and
- estimated and/or confirmed jobs supported by the grant funding.

The figures in the Quarterly Reports should be prepared on an accrual basis. Quarterly Reports must be submitted within the period specified in the Grant Agreement.

If an Eligible Funding Recipient has expended their Phase 3 Nominal Funding Allocation or returned any unspent grant funding, after providing the Quarterly Report for the quarter in which this occurs, an Eligible Funding Recipient will not be required to provide further Quarterly reports but will still be required to provide the Annual Report.

For a Low Value Grant, if the Eligible Funding Recipient has expended their Phase 3 Nominal Funding Allocation or returned any unspent grant funds, after providing the Quarterly Report for the quarter in which this occurs, an Eligible Funding Recipient will not be required to provide further Quarterly reports. An Eligible Funding Recipient with a Low Value Grant can file acquittal documentation at this time.

Table 2 – Reports

Lodgement period for Reports	Actual expenditure period	Report
1–30 April 2022	1 January – 31 March 2022	Actual expenditure and eligible project updates for the period commencing on 1 January 2022 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 July 2022	1 April – 30 June 2022	Actual expenditure and eligible project updates for the period commencing on 1 January 2022 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 October 2022	1 January 2022– 30 June 2022	Annual Report Actual expenditure and eligible project updates from 1 July 2022 to 30 June 2022.
1–31 October 2022	1 July – 30 September 2022	Actual expenditure and eligible project updates for the period commencing on 1 January 2022 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 January 2023	1 October – 31 December 2022	Actual expenditure for the period commencing on 1 January 2022 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–30 April 2023	1 January – 31 March 2023	Actual expenditure for the period commencing on 1 January 2022 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 October 2023	1 January 2022– 30 June 2023	Annual Report Actual expenditure and eligible project updates from 1 July 2022 to 30 June 2023.

The Department must be informed of any reporting delays or significant delays affecting Eligible Projects on an Approved Work Schedule as soon as Eligible Funding Recipients become aware of them.

11.2 Ad hoc Report

If an Eligible Funding Recipient has spent all of their First Instalment in advance of the lodgement period, they can submit an Ad hoc report to access a further instalment early. The submission of an Ad hoc report does not negate the requirement to submit Quarterly Reports or an Annual Report.

An Ad hoc report must be in the manner and form required by the Department and contain the following information:

- the amount of grant funding spent from 1 January 2022 until the date specified in the Ad Hoc Report;

- the amount of grant funding which the Eligible Funding Recipient intends to spend on Eligible Projects on an Approved Work Schedule following the report until 30 June 2023;
- details of progress towards completion of funded Projects; including any evidence required per the Grant Agreement; and
- council or contractor jobs supported by the grant funding.

11.2 Annual Report

Eligible Funding Recipients must provide the Department with Annual Reports no later than 31 October 2022 and 31 October 2023 unless otherwise agreed by the Department. The Annual Report will need to be in the manner and form specified by the Department. The Annual Report will need to include the following information:

1. Total amount of grant funding made available and subsequently received over the financial year;
2. Total amount of grant funding spent on Eligible Projects;
3. Total amount (if any) of grant money unspent and either returned or will be returned to the Department:
 - a) a written Financial Statement by the Chief Executive Officer or equivalent officer however named. The Financial Statement must be in the form specified by the Department and include:
 - i. the amount of Phase 3 grant payments which remained unspent from the financial year;
 - ii. the amount of Phase 3 grant payments received by the Eligible Funding Recipient in the financial year;
 - iii. the amount of grant payments available for expenditure by the Eligible Funding Recipient on Eligible Projects in an Approved Work Schedule in that year;
 - iv. the amount spent by the Eligible Funding Recipient during that year out of the grant payments available for expenditure by the Eligible Funding Recipient during that year;
 - v. the amount (if any) retained at the end of that year by the Eligible Funding Recipient out of grant payments available for expenditures by the Eligible Funding Recipient during that year and which remained unspent at the end of that year.

Note: The figures in the Chief Executive Officer's financial statement should be calculated on an accrual basis.
 - b) The Department may ask Eligible Funding Recipients to make a declaration that the grant funding was spent in accordance with the Grant Agreement and to report on any underspends of the grant money.

11.3 Audited financial statements

Eligible Funding Recipients are required to submit a report in writing and signed by an appropriate auditor providing the auditor's opinion on the use by Eligible Funding Recipients of proper accounts and records and preparation of financial statements.

In meeting this audit requirement, the Department requires that Eligible Funding Recipients also engage the auditor to consider the appropriateness of accounts and keeping of records that relates to any Phase 3 funding received during the financial period Financial Year 2021-22 or Financial Year 2022-23.

As part of the Annual Report process outlined in section 11.2 above, the Department requires that Eligible Funding Recipients submit a report in writing and signed by an appropriate auditor stating whether, in the auditor's opinion:

- i. the Chief Executive Officer's financial statement included with the Annual Report (refer section 11.3) is based on proper accounts and records;
- ii. the Chief Executive Officer's financial statement is in agreement with the accounts and records;
- iii. the expenditure has been on Eligible Projects under the LRCI Program;
- iv. the amount certified by the Chief Executive Officer in the Chief Executive Officer's financial statement as the Eligible Funding Recipient's own source expenditure is based on, and in agreement with, proper accounts and records.

11.4 Acquittal process for Low Value Grants

For a Low Value Grant, the Eligible Funding Recipient can complete an Acquittal Report as soon as they have expended all funds. An Acquittal Report must include:

- (1) Total amount of grant funding made available and subsequently received over the calendar year;
- (2) Total amount of grant funding spent on Eligible Projects;
- (3) Total amount (if any) of grant money unspent and either returned or will be returned to the Department:
 - (a) a written Financial Statement by the Chief Executive Officer or equivalent officer however named. The Financial Statement must be in the form specified by the Department and include:
 - (i) the amount of grant payments which remained unspent from the grant period;
 - (ii) the amount of grant payments received by the Eligible Funding Recipient over the duration of the grant period;
 - (iii) the amount of grant payments available for expenditure by the Eligible Funding Recipient on Eligible Projects in an Approved Work Schedule over the duration of the grant period;
 - (iv) the amount spent by the Eligible Funding Recipient over the duration of the grant period;

Note: The figures in the Chief Executive Officer's financial statement should be calculated on an accrual basis.
- (4) photographs of projects completed using grant payments.

11.5 Reconciliation Process

If any amount of grant funding provided to the Eligible Funding Recipient is not spent on Eligible Projects on an Approved Work Schedule before 30 June 2023, the Department may require the Eligible Funding Recipient to repay that amount to the Department within four weeks of receiving such notice.

11.6 Compliance visits and Record Keeping

Eligible Funding Recipients must create and keep accurate and comprehensive records relating to grant payments received and retain those records for a minimum of five years.

Eligible Funding Recipients must, when requested to do so by the Department, provide, in the manner and form requested by the Department:

- copies of any or all of the records referred to in this subsection; and
- photographs (geo tagged if possible) of projects completed using grant payments.

The Department may visit the Eligible Funding Recipient during or at the completion of the grant program to review compliance with the Grant Agreement. Eligible Funding Recipients will be provided with reasonable notice of any compliance visit.

The Department may also inspect the records Eligible Funding Recipients are required to keep under the Grant Agreement.

11.7 Fraud

Eligible Funding Recipients must comply with fraud provisions in the Grant Agreement.

11.8 Specific legislation, policies and industry standards.

Eligible Funding Recipients must comply with all relevant laws and regulations in undertaking Eligible Projects on an Approved Work Schedule. The Eligible Funding Recipient may also be requested to demonstrate compliance with relevant legislation/policies/industry standards detailed in the Grant Agreement, including Environment and Planning Laws detailed below.

Environment and Planning laws

Projects on which grant payments are spent must adhere to Australian Government environment and heritage legislation including the *Environment Protection and Biodiversity Conservation Act 1999*. Construction cannot start unless the relevant obligations are met.

Eligible Funding Recipients must also meet other statutory requirements where relevant. These may include, but are not limited to: Native title legislation; State government legislation - for example, environment and heritage; and local government planning approvals.

12. How we monitor your grant activity

12.1 Keeping the Department informed

Eligible Funding Recipients must notify the Department of significant changes that are likely to affect an Eligible Project or their participation in the LRCI Program.

This includes any key changes to the Eligible Funding Recipient's organisation, particularly if it affects their ability to complete an Eligible Project, carry on their business and pay debts due.

Eligible Funding Recipients must also inform the Department of any changes to their:

- name;
- addresses;
- nominated contact details; or
- bank account details.

An Eligible Funding Recipient's bank account details for Phase 3 of the LRCI Program is the bank account the Eligible Funding Recipient currently uses for the LRCI Program. Any changes to an Eligible Funding Recipient's name, addresses, nominated contact details and bank account details must follow the process stipulated by the Department.

If an Eligible Funding Recipient becomes aware of a breach of terms and conditions of the Grant Agreement, or they cannot meet their obligations, they must contact the Department immediately. For example, if a funded Eligible Project is at risk of not being physically completed by 30 June 2023.

12.2 Department Contact Details

Email the mailbox at: LRCIP@infrastructure.gov.au

Mail to: Program Manager

Local Roads and Community Infrastructure Program

Infrastructure Investment Division

Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 2154

CANBERRA ACT 2601

12.3 Evaluation

The Department will evaluate the LRCI Program to measure how well the outcomes and objectives have been achieved. Information provided by Eligible Funding Recipients, including through Work Schedules, submitted Quarterly and Ad hoc reports, and interviews may be used for evaluation purposes.

The Department may contact Eligible Funding Recipients up to two years after completion of projects to assist with this evaluation.

12.4 Public information conditions

Formal public statements, media releases or statements, displays, publications and advertising made by Eligible Funding Recipients must acknowledge and give appropriate recognition to the contribution of the Australian Government to that project.

If Eligible Funding Recipients propose to issue any media release relating to an Eligible Project under Phase 3 of the LRCI Program, they must:

- Invite the relevant local Federal Member of Parliament to participate in the public information activity; and
- at least five business days prior to its proposed release, unless otherwise agreed by the Department, provide a copy of the proposed media release to the Department and obtain the Department's agreement to the media release.

12.5 Signage

Eligible Funding Recipients must ensure that signs are erected for each funded Eligible Project, at the time work on the Eligible Project commences unless the Eligible Projects are less than \$10,000. Signs are not needed for projects under \$10,000 in an Approved Work Schedule.

Signage guidelines are available on the Department's website.

Eligible Funding Recipients must ensure that all signs erected as required by these Guidelines remain in place for the duration of the project to which they relate and for a minimum period of six months, after the day on which the project is completed.

12.6 Project Events

If an Eligible Funding Recipient proposes to hold a works commencement ceremony, opening ceremony, or any other event in relation to an Eligible Project they must inform the Department and the relevant local Federal Member of Parliament of the proposed ceremony or event at least two weeks before the proposed ceremony or event is to be held. The Eligible Funding Recipient should provide details of the proposed ceremony or event, including proposed invitees and order of proceedings.

If requested by the Department or the relevant local Federal Member of Parliament, Eligible Funding Recipients must arrange a joint Australian Government/Eligible Funding Recipient works commencement ceremony, opening ceremony or any other event.

If requested by the Minister, a member of the Minister's staff, the relevant local Federal Member of Parliament, or the Department, Eligible Funding Recipients must invite and, if the invitation is accepted, arrange for an Australian Government representative (nominated by the Minister or a member of the Minister's staff) to participate in any works commencement ceremony, opening ceremony or any other event proposed to be held in relation to a funded project.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair; conducted according to the published Guidelines; incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct; and, is consistent with the CGRGs.

These Guidelines may be changed from time-to-time by the Department. In the event of a change to the Guidelines, the revised Guidelines will be published on GrantConnect and the Department's website.

13.1 Enquiries and feedback

For further information or clarification, the Department can be contacted at LRCIP@infrastructure.gov.au.

Frequently Asked Questions may be published at https://investment.infrastructure.gov.au/infrastructure_investment/local-roads-community-infrastructure-program/index.aspx

To provide feedback or to make a complaint; the Department can be contacted at Clientservice@infrastructure.gov.au. Complaints will be referred to the appropriate manager.

Alternatively, complaints can be directed to:

Assistant Secretary
Program, Policy and Budget Branch
GPO Box 2013
CANBERRA ACT 2601

If persons do not agree with the way the Department has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

Phone (toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: www.ombudsman.gov.au

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program.

Eligible Funding Recipients must disclose if any of their personnel:

- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict them/the Eligible Funding Recipient from carrying out the proposed activities and/or implementing the Work Schedule fairly and independently; or
- has a relationship with, or interest in, an organisation from which may be awarded work in relation to a Eligible Project or is otherwise be involved on the implementation of the Work Schedule.

An Eligible Funding Recipient must include the following information in the Work Schedule:

- any details of any real, apparent, or potential conflicts of interests that may arise in relation to the Eligible Projects or the program;
- details of how they propose to manage these or any other conflicts of interest that may arise; or
- that to the best of their knowledge there are no conflicts of interest.

If an Eligible Funding Recipient later identifies an actual, apparent, or perceived conflict of interest, they must inform the Department in writing immediately.

13.3 How we manage conflicts of interest

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (Section 13 (7)) of the Public Service Act 1999. Australian Government officials including decision makers, must also declare any conflicts of interest.

Conflict of interest requirements form part of the Grant Agreement. Breach of conflict of interest requirements may result in termination of the Grant Agreement.

13.4 Privacy

The Department treats personal information according to the Privacy Act 1988 and the Australian Privacy Principles. This includes advising:

- what personal information is collected;
- why personal information is collected; and
- who personal information is given to.

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

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

The Department may share information it is provided with other Australian Government entities for purposes including government administration, research or service delivery, according to Australian laws.

Eligible Funding Recipients must declare their ability to comply with the Privacy Act 1988 and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that Eligible Funding Recipients engage to assist with the activity, in respect of personal information collected, used, stored, or disclosed in connection with the activity. Accordingly, Eligible Funding Recipients must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

13.5 Confidential Information

Other than information available in the public domain, Eligible Funding Recipients agree not to disclose to any person, other than to the Department, any confidential information unless in accordance with these Guidelines or the Grant Agreement. The obligation will not be breached where 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).

The Department may at any time, require Eligible Funding Recipients to arrange for their employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form the Department considers acceptable.

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

- information is clearly identified as confidential and it has been explained why it should be treated as confidential;
- the information is commercially sensitive; and
- revealing the information would cause unreasonable harm to the Eligible Funding Recipient or someone else.

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

- the Minister and other Australian Government employees and contractors to help the Department manage the program effectively;
- employees and contractors of the Department so it can research, assess, monitor and analyse our programs and activities;
- employees and contractors of other Australian Government agencies for any purposes, including government administration, research or service delivery;
- other Australian Government, State, Territory or local government agencies in program reports and consultations;
- the Auditor-General, Ombudsman or Privacy Commissioner;
- the responsible Minister or Parliamentary Secretary; and
- a House or a Committee of the Australian Parliament.

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

13.6 Freedom of information

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

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

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

Freedom of Information Coordinator
Department of Infrastructure, Transport, Regional Development and Communications
GPO Box 2154
CANBERRA ACT 2601

Tel: (02) 6274 7111
Fax: (02) 6275 1347
email: foi@infrastructure.gov.au

14. Consultation

The Australian Government sought assistance from local councils to identify potential projects that could be fast-tracked given the economic impacts being experienced from the COVID-19 pandemic. Projects nominated by councils have informed the scope of the LRCI Program. These Guidelines have also been influenced by engagement with local councils, feedback provided, and administrative improvements identified during Phase 1 and Phase 2.

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the <i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act)
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
appropriate auditor	has the meaning provided in <i>the National Land Transport Act 2014</i> Section 4 - Definitions
commencement date	the expected start date for the grant activity
completion date	the expected end date for the grant activity
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
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant.
Eligible Funding Recipient	the organisation that is eligible to receive funding under the LRCI Program
Eligible Project	A project that meets the Eligible Project Requirements contained in section 5 of these Guidelines
Eligible Project Requirements	The Eligible Project Requirements are the requirements contained in section 5 of these Guidelines

Term	Definition
grant	for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ul style="list-style-type: none"> a. under which relevant money² or other Consolidated Revenue Fund (CRF) money³ 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 Agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant
<u>GrantConnect</u>	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
Capital Expenditure	the money an Eligible Funding Recipient spends on purchasing and maintaining fixed assets, i.e. infrastructure, roads etc
Maintaining Overall Capital Expenditure	maintaining your overall capital spending amount, funded by your own revenue, at or above current levels, on roads and community infrastructure.
Personal information	has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is: <ul style="list-style-type: none"> • Information or an opinion about an identified individual, or an individual who is reasonably identifiable; • whether the information or opinion is true or not; and • whether the information or opinion is recorded in a material form or not
Approved Work Schedule	the Work Schedule that outlines Eligible Projects that the Eligible Funding Recipient can use grant money to pay for.
Work Schedule	a list of projects that an Eligible Funding Recipient proposes to be funded under the LRCI Program

² Relevant money is defined in the PGPA Act. See section 8, Dictionary.

³ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

9.2 NOTICE OF MOTION - GEORGE STREET CARPARK

File Number: 15/12/2021

I, Councillor Gavin Jones, give notice that at the next Ordinary Meeting of Council to be held on 15 December 2021, I intend to move the following motion:

MOTION

That South Burnett Regional Council design and construct a Carpark facility to service Kingaroy CBD, interconnecting George St & King St and service the Kilkivan to Kingaroy Rail Trail and allocate \$750,000 from the LRCI Phase 3 funding with the project to be shovel ready and delivered in the 2022 calendar year.

RATIONALE

The information below and has previously been presented to Infrastructure Standing Committee as recently as December:

In summary:

- George St Carpark provides opportunity for approximately 97 car parking bays in a potential first stage. The site would permit additional parking expansion in the future though retention of trees on site is likely to be requested in engagement for the project.
- The facility would provide convenient off street car parking particularly for CBD workers
- The project offers significant synergy with the adjacent Rail Trail
- Budget for a 97 carpark project is estimated at \$0.75M
- Connectivity to both George St and the King St carpark will be provided
- Footpath (and underground drainage) connection will be provided through the vacant Council owned land fronting Haly St
- Lighting to improve safety will be a feature

Summary of Works

The scope of works of this project is to utilise Council owned land located on George Street, adjacent to the old rail corridor for a formalised off-street carparking area. This will provide the community, businesses and tourists a safe and central location to park and access the Kingaroy CBD.

The scope of works is to provide an asphalt sealed parking area to a modern design standard including; associated kerb & channel and drainage, pavement, lighting, CCTV surveillance, concrete footpath, landscaping and other required safety features.

Concept Design

The George Street Carpark Project is designed to provide a centralised parking area for the Kingaroy CBD and the trail head for the Kilkivan to Kingaroy Rail Trail, while balancing the lost carparks from the Kingaroy Transformation Project due to compliance with engineering requirements in the design. This concept provides a minimum of 97 carpark and provide for a number of vehicle configurations and will allow for additional spaces as future stages are developed.

Benefits to CBD & Rail trail interconnection

This facility will provide a formalised and centralised parking area for the Kingaroy CBD in a location that promotes access to Haly Street, Glendon Street, King Street, and Kingaroy Street. This will help bring visitors to surrounding retail and food businesses. The close vicinity to the final destination of the Kilkivan to Kingaroy Rail Trail will act as a convenient and safe trail head for all users.

The location in relation to the CBD will provide parking opportunities for retail workers in the area to alleviate the stress on availability of on street parking. The interconnection with King Street carpark will give east and west travel possibilities to the new one-way operation of George Street. This will ultimately lead to lower congestion at the George Street entry on Haly Street.

CORPORATE PLAN

EC2 Develop and implement CBD Renewal and Revitalisation Programmes for areas of our townships including service standards for maintenance and cleaning programmes.

I commend this Notice of Motion to Council.

ATTACHMENTS

Nil

9.3 NOTICE OF MOTION - DEVELOPMENT INCENTIVE SCHEME EXTENSION

File Number: 24/11/2021

I, Councillor Brett Otto, give notice that at the next Ordinary Meeting of Council to be held on 15 December 2021, I intend to move the following motion:

MOTION

That Council extend the Development Incentive Scheme applying to LGIP charges to 31 December 2023. Projects that have commenced by this date will be eligible under the scheme.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

RATIONALE

By correspondence 21 October 2021, the following request was made

We submit the SBRC give consideration to:

- 1. Extending the Development Incentives initiative to a new date later than 30 June 2022 (the new date possibly 18 months after the Major Amendments to the Planning Scheme are in place); and*
- 2. Instead of eligible development being required to be completed by 30 June 2022, change it to commencing by the new date (for larger developments the timeframes do not allow enough time to obtain a Development Permit, Operational Works Permit, other Permits, negotiate a construction contract, and complete construction).*

There have also been further requests received to extend the incentive scheme from other developers.

- Proposed 110 retirement unit development – request that Council's infrastructure charge discount of 75% (uncapped) be applied under a timeframe requiring substantial commencement to occur within a period of 3 years from the signing of the infrastructure agreement.
- In relation to multiple dwelling unit development in Markwell Street – extension of current provisions to allow for delay in sourcing construction materials.

A list of applications received under the current Development Incentive Scheme is attached.

I commend this Notice of Motion to Council.

ATTACHMENTS

1. **Fact Sheet - Development Incentives**  
2. **Construction Crisis - TSM - 03.10.21**  
3. **Development Incentive Scheme Applications**  



FACT SHEET

Development Incentives

Community Activation - Economic Regeneration

INTRODUCTION

The South Burnett Regional Council recognises the importance of local development and is committed to creating temporary incentives to stimulate development and grow the population.

To assist with this, Council is offering reduced infrastructure charges for developments where certain criteria can be met.

Council is also committed to ongoing improvements in planning and development services, aimed at reducing the risk to developers.

Government stimulus packages have also created potential demand for house and land buyers so Council seeks to tap into this opportunity and remove possible barriers within the region.

Incentives for eligible development

Council has introduced incentives to assist developments that grow the population and create jobs.

To do this, Council is offering a development incentive scheme commencing 1 December 2020 to 30 June 2022.

All development within the South Burnett Regional Council area is eligible under the scheme.

A range of discounts to infrastructure charges are available which include:

- **50% discount** for any commercial use or industrial

activity;

- **50% discount** for long-term employment generating development;
- **75% discount** for Reconfiguring a lot for Residential development;
- **100% discount** for Residential development in the Rural Residential zone;
- **100% discount** for Rural or Tourist activity (eg. Short-term accommodation) in the Rural zone.

For further information contact Council's Planning team via email at info@sbrc.qld.gov.au or call (07) 4189 9100.



How to apply for incentives

To apply for a discount, it is necessary to make a simple and quick application to Council. An application form can be found on Council's website or can be collected from your local Customer Service Centre.

Eligible development under this scheme is required to be completed by 30 June 2022. Please refer to the rules and procedures attached to the application form.

Applications for the infrastructure charge discounts open on 1 December 2020 and must be received on or before the closing date of 30 June 2022.

Persons seeking to take advantage of the scheme are required to enter into an Infrastructure agreement containing full details of the discounts on offer, together with the obligations applicable to developers and land owners.

Other ways Council is helping

Apart from the direct financial incentives being offered, Council is also providing a range of other measures to assist residents and developers with their development projects including:

- Pre-lodgement meetings provided free-of-charge;
- Planning Scheme reduced levels of assessment and typically no application requirements for changes of use in existing commercial uses;

- Rates relief on undeveloped lots. Developers receive a 40% reduction in their valuation, with no minimum general rate until the parcel is developed or ownership changes. General rate is calculated using the reduced valuation;
- Developers receive an exemption from vacant water and sewerage charges for five (5) years from date of registration of land or until the allotment is sold.

Council has also introduced a policy that offers reduced infrastructure charges to certain not-for-profit and community groups when developing their facilities. Council recognises the importance of these community groups and seeks to lower the barriers for them to grow and expand our region.

If you are looking to develop in the South Burnett region, Council is here to assist.

Further Information

For further information or to obtain an application form, please contact Council's Planning team as follows:

Telephone: (07) 4189 9100

Email: info@sbrc.qld.gov.au

Website: www.southburnett.qld.gov.au

Alternatively, call into any of Council's Customer Service Centres for assistance.



For further information contact Council's Planning team via email info@sbrc.qld.gov.au or call (07) 4189 9100. www.southburnett.qld.gov.au  [southburnettregion](https://www.facebook.com/southburnettregion)

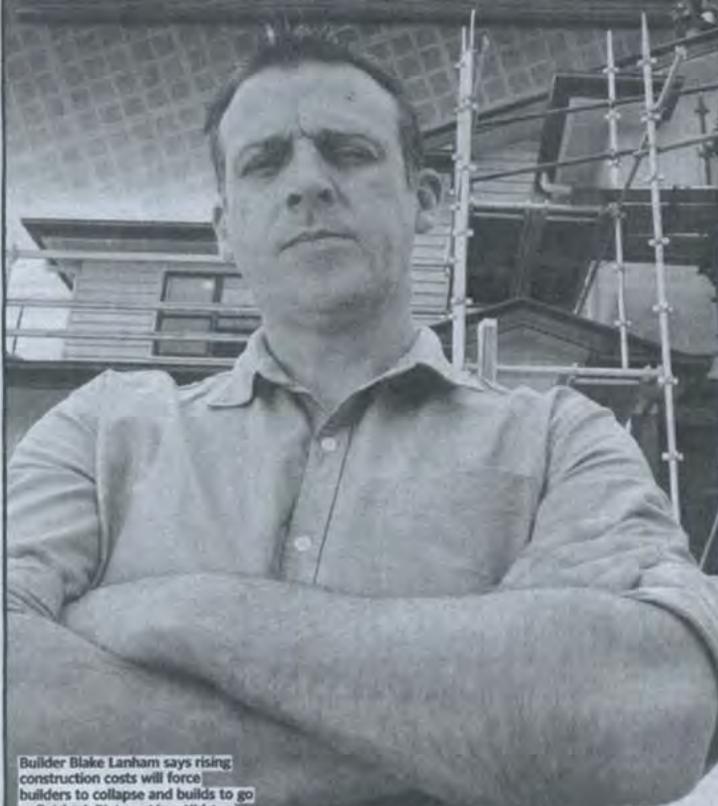
22 | CONSTRUCTION CRISIS

COVERED PORCH

MATCH EXIST. BEDROOM

INDUSTRY RISKS COLLAPSE AS SKYROCKETING MATERIALS AND

COSTS HIT ROOF & NAIL TRADIES



Builder Blake Lanham says rising construction costs will force builders to collapse and builds to go unfinished. Picture: Liam Kidston

DARREN CARTWRIGHT
ELIZABETH TILLEY

QUEENSLAND'S building crisis has hit breaking point, with fears supply shortages, delays and soaring construction costs could send builders - big and small - broke by Christmas.

Some builders are warning of "blood on the streets" in the coming months as the industry risks collapse under the weight of a Covid-induced construction frenzy many are calling the "profitless building boom".

Master Builders Queensland deputy CEO Paul Bidwell said the cost of timber, frames and trusses had increased 75 per cent since the start of the year and could increase another 20-25 per cent from November.

Mr Bidwell said there was "no way out" for builders, who were having to absorb increasing costs out of their own pockets - costs that will eventually flow through to homeowners.

"There are a lot of builders experiencing the profitless boom, and a profitless build for some may be the best outcome because the other outcome is they fall over," he said.

"Some of the big builders are hurting as well because they work on volume and that volume is not going to return a profit.

"There is no way out of it, I am

afraid, and the worry is, and I am told, it is going to be the end of the year, that builders will fall over. How many remains to be seen."

Brisbane builder Blake Lanham, who manages 22 dwellings across 16 sites under his company LanCon, said he feared the soaring cost of materials would not eventually come down as some in the industry expected.

"The pressure has been ridiculous," he said. "We've seen 15-20 per cent rises in the cost of frames every month since the beginning of the year, and quote validity periods have gone from 60 days to around seven.

"Right now, prices are going up 5 per cent every quote.

"There are companies just signing contracts for houses they can't even start to build for months, thinking this is the best thing that's ever happened (the building boom), but they won't know what's hit them until they're halfway to three-quarters through the build.

"There's going to be a lot of blood on the streets in the next six months.

"And unfortunately (builders will) take a dozen people down with them (subcontractors and suppliers). That's the saddest thing."

The latest Master Builders survey shows trade supply pressures across almost all 15 categories of product.

Breast cancer screening delays may be deadly



JANE HANSEN

MELISSA Blythe is recovering from an aggressive form of breast cancer - one of an estimated 20,000 cancer cases missed because of Covid.

At age 53, the mother of two was impeccable about attending her regular mammograms but, at the end of May 2020, her scheduled appointment was pushed back as the BreastScreen services were

just reopening after the first Covid lockdown.

By September, Ms Blythe thought she could feel a difference in her breasts.

Scans revealed a four-centimetre tumour. It was aggressive triple negative breast cancer. "It was difficult to hear. In the end it was in four lymph nodes as well," she said. Six months of chemotherapy and then a double mastectomy followed.

"The tumour was bigger than it would have been, triple negatives are very aggressive, and maybe it would not have been in four lymph nodes - I don't know," she said.

BreastScreen shut down again in August this year and only just reopened last week. The latest shutdown sent a chill up her spine.

"I just knew there would be other women who will have to go through what I have been

through with a tumour larger than if they had gone on time," she said.

In 2020, there were 20,000 fewer breast screening procedures. According to the National Breast Cancer Foundation, that means the downtime effect will be many cases of undiagnosed breast cancers. It is calling for \$150m in increased funding to help treat more advanced breast cancers.



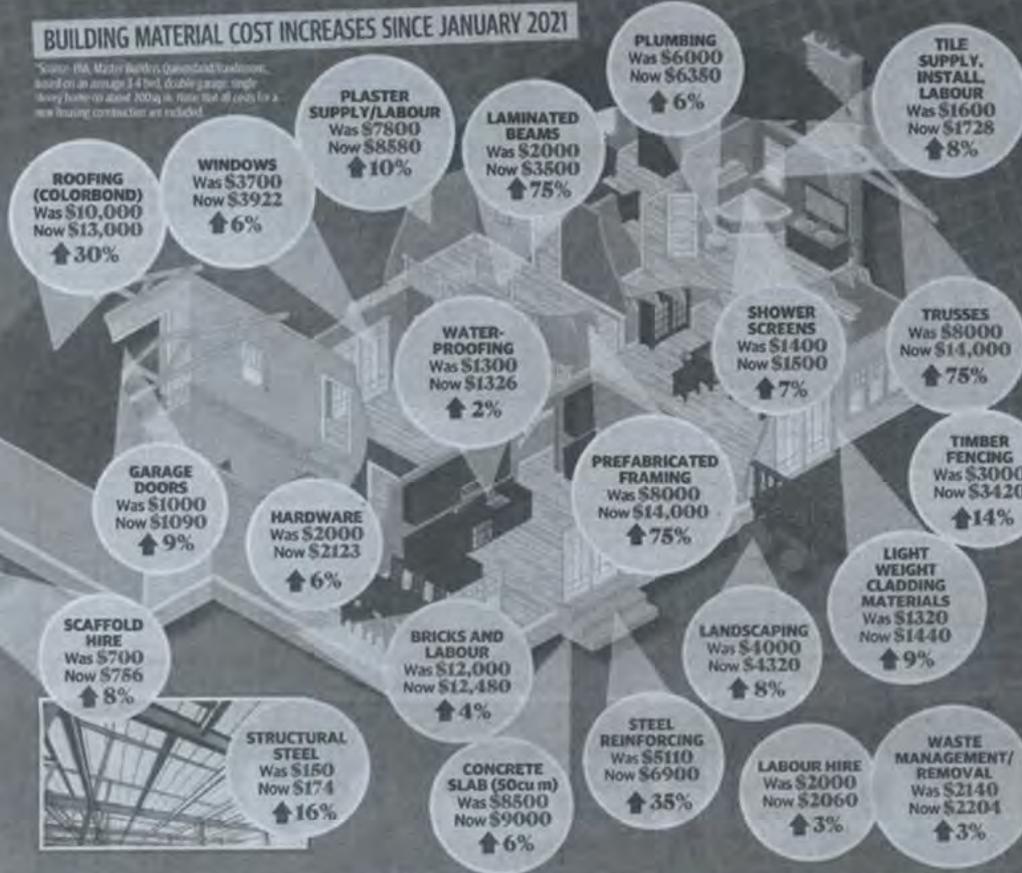
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BUILDERS ON THE BRINK 23

DELAYS CREATE QLD'S 'PROFITLESS BUILDING BOOM'

BUILDING MATERIAL COST INCREASES SINCE JANUARY 2021

*Source: HIA, Master Builders, Queensland Trades Union, based on an average 1.4 bed, double garage, single storey home on about 20sq m. Note that all costs for a new housing contractor are included.



Covered if contractor goes bust

THE construction watchdog has approved more than \$190m in insurance claims for defective and unfinished builds in the past five years.

The payouts have been made under the Queensland Home Warranty Scheme, run by the Queensland Building and Construction Commission (QBCC).

The scheme covers residential works, including renovations over \$3300, to provide peace of mind for homeowners affected by defective work or the collapse of a builder.

However, it only covers new homes, townhouses and multiple-unit dwellings of no more than three storeys.

By far the biggest period for payouts for dodgy work was \$47.5m in 2017-18, which included \$17.4m for unfinished works.

Of the \$31.3m in payouts during 2020-21, almost a third (\$9.9m) were for the unfinished projects.

The worst year for contractors failing to finish a job was 2018-19, when more than half of the payouts were to supplement another contractor finishing a job.

"The QBCC provides a free service to homeowners and builders caught in the 'perfect storm' of rising prices and material shortages," a QBCC spokesman said.

"When a homeowner signs a contract with a builder, they want certainty that the builder has the financial means to finish the job."

The insurance premium is calculated according to the value of the project and is built into the cost of construction. A contractor must pay the premium before work begins.

Last financial year there was an explosion in new residential contracts, with 39,350 policies taken out under the scheme - 53 per cent more than the previous financial year.

Overall, there were 168,468 insurance policies issued by the QBCC during 2020-21 compared with 128,170 the previous financial year.

Since 2016, premiums have risen 12 per cent, with cover for a \$400,000 contract costing \$3622.

with the greatest difficulty faced chasing down timber, windows, steel products and roofing supplies.

Many fear the federal government's recent \$15m investment to alleviate the timber shortage will not be enough to safeguard the viability of builders and tradies.

"Who's going to get access to that timber and at what cost?" Tradies in Business co-founder Nicole Cox said.

"Big project builders might have access to the funds to secure that material, but small to medium builders just can't and are often too late to the party."

Mrs Cox said she had spoken with tradies who were in tears about the prospect of going under because of

massive price increases and material shortages, including three to six-month delays for trusses.

"Many had to sign fixed-price contracts by December 31 last year because of the HomeBuilder grant, which means those quotes don't take into account the increase in material and labour costs," she said.

"A large proportion of the work over the next 12 months are fixed-price contracts, which means builders are stuck.

"I can't see (the increased costs) coming down, which means increases for homeowners as well, who are understandably disgruntled."

Housing Industry Association Queensland executive director Michael Roberts said it was nearly impossible for builders to provide an accurate quote for a house they would not start building for 12 months when they did not know the price of materials beyond October.

"How does the builder lock in a contract now when the costs are so unpredictable?" he said.

"At the moment, they can't lock in prices with suppliers for more than a month ahead."

Both the HIA and Master Builders Queensland said none of their members had yet been forced to close down.

Mr Roberts said one solution to ease the burden on HIA members had been to allow builders to extend

times for delivery of each stage to avoid late penalty fees.

"Our view is, providing a builder can produce legitimate evidence that the delay to the consumer is beyond their control, then it should be agreed to extend the dates of delivery of each stage to avoid penalties," he said.

Mr Roberts also expressed concerns about cashflow for builders and said the federal government should consider access to short-term interest-free loans for builders.

"We need financial institutions to be more flexible and prepared to accept claims for smaller and more frequent stages of completed work to keep the money coming through the door," he said.

times for delivery of each stage to avoid late penalty fees.

"Our view is, providing a builder can produce legitimate evidence that the delay to the consumer is beyond their control, then it should be agreed to extend the dates of delivery of each stage to avoid penalties," he said.

Mr Roberts also expressed concerns about cashflow for builders and said the federal government should consider access to short-term interest-free loans for builders.

"We need financial institutions to be more flexible and prepared to accept claims for smaller and more frequent stages of completed work to keep the money coming through the door," he said.

Royal baby name

PRINCESS Beatrice and her husband Eduardo Mapelli Mozzi have named their baby girl Sienna Elizabeth, in a nod to her grandmother, the Queen.

The 32-year-old royal gave birth to her first child on September 18 and gushed she was "delighted" at the new arrival on Twitter, along with a sweet picture featuring a footprint from the new baby.

Princess Beatrice is already a stepmother to Mozzi's five-year-old son Wolf, known as Wolfe.

PHOTO: GETTY IMAGES

Bikini mogul and WAG sued over property deal



Rebecca Klodinsky. Picture: Tim Carrara

FIONA BYRNE

AN AFL WAG who runs a \$7 million bikini business and counts Kim Kardashian and Kylie Jenner as fans of her swimwear is being sued for almost \$400,000 after allegedly failing to pay for shares in a property trust.

Rebecca Jane Klodinsky, the owner of IIXIIST swimwear and the girlfriend of recently retired Geelong

defender Lachie Henderson, is being pursued for breach of contract — along with her ex-lover Gregory Peter O'Shea — by company ABF Smith Pty Ltd.

ABF Smith is seeking \$371,917, plus interest, after Klodinsky and Mr O'Shea allegedly defaulted on a written agreement, made in August 2016, to buy 800,000 shares, worth \$800,000, in its Lionsgate Income Fund No.1 Unit

Trust. Court documents obtained from the Brisbane District Court allege Klodinsky and Mr O'Shea paid a \$100,000 deposit but not the remaining \$700,000.

Klodinsky, 31, and Mr O'Shea, have also now launched counterclaims against each other.

Klodinsky claimed she "had limited experience in property and commercial transactions" when she entered into the deal with Mr O'Shea. She claims her former partner would be liable for any loss or money required to be paid.

She is also seeking damages from Mr O'Shea.

In his counterclaim, Mr O'Shea denied agreeing to indemnify his ex, saying the pair had received legal advice before signing on the dotted line, and that Klodinsky "did so freely and voluntarily".

1.

Infrastructure Charges Information relating to Developer Incentive Scheme

To date, Council has provided \$46,441 relief to developers in Infrastructure Charges for completed developments.

DA received	Applied for Charges Reduction	Status of Charges reduction	IA Signed	Development completed	Original ICN	Reduced Amount	Discount Received
MCU20/0023 42 Markwell St, Kingaroy	Yes	Approved (75%)	Waiting for applicant	No	\$80,340	\$20,085	
MCU21/0006 95 Markwell St, Kingaroy	No	Approved (75%)	No	No	\$1,578,060	\$394,515	
IR459583 (1 Millis Way)	Yes	Approved (75%)	Yes	Yes	\$52,965.25	\$25,106.25	\$27,859
MCU20/0009 42 44 Markwell St, Kingaroy	Yes	Approved (75%)	No	No	\$20,085.00	\$5,021.25	
MCU19/0014 592 Morgans Rd Windersa	Yes	Approved (100%)	No	No	\$10,995	\$0.00	
ROLI2016/0002 Oliver Rd, Nanango	Yes	Approved (100%)	No	No	\$388,872	\$0.00	
RAL20/0013: 22 Malar Rd Booie	Yes	Approved (100%)	Yes	Yes	8,838.00	0.00	8,838.00
RAL19/0015 D'Aguilar Hway, Nanango (Parsons Rd)	Yes	Approved (75%)	Waiting for applicant	Yes	\$13,257	\$3,314.25	
RAL20/0014 Coverty Rd, Coverty	Yes	Approved (75%)	Yes	Yes	\$4,419.00	\$1,104.75	\$3,315.25
RAL20/0008 Siefert Rd, Crawford	Yes	Approved (75%)	Yes	Yes	\$8,838.00	\$2,209.00	\$6,629.00
					\$2,166,669.25	\$451,355.50	\$46,641.25

10 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT**10.1 MEETING DATES FOR THE ORDINARY MEETINGS OF COUNCIL'S STANDING COMMITTEES AND GENERAL MEETINGS**

File Number: 24/11/2021

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

This report is to recommend dates, times and locations for ordinary meetings of Council's Standing Committees and General Meetings for the period 1 January 2022 – 30 June 2022.

SUMMARY

In accordance with Section 254B (1) of the *Local Government Regulation 2012* it is necessary to confirm the dates, times and locations of the ordinary meetings of Council's Standing Committees and General Meetings for the period 1 January 2022 – 30 June 2022.

OFFICER'S RECOMMENDATION

That Council:

1. Fix the day, time and location for the Ordinary meetings of South Burnett Regional Council, for the period January 2022 – 30 June 2022, as the fourth Wednesday of the month commencing at 9.00am in the Warren Truss Chamber, Glendon Street Kingaroy except for the January meeting which will be held on Tuesday 25 January 2022, due to the Australia Day Public Holiday.
2. Fix the day, time and location for Council's Infrastructure Standing Committee Meetings, for the period January 2022 – 30 June 2022, as the first Wednesday of the month commencing at 9.00am in the Warren Truss Chamber, Glendon Street Kingaroy with the first meeting for 2022 being held on Wednesday 2 February 2022.
3. Fix the day, time and location for Council's Community Standing Committee Meetings, for the period January 2022 – 30 June 2022, as the second Wednesday of the month commencing at 9.00am in the Warren Truss Chamber, Glendon Street Kingaroy with the first meeting for 2022 being held on Wednesday 9 February 2022.
4. Fix the day, time and location for Council's Executive and Finance & Corporate Standing Committee Meetings, for the period January 2022 – 30 June 2022, as the third Wednesday of the month commencing at 9.00am in the Warren Truss Chamber, Glendon Street Kingaroy with the first meeting for 2022 being held on Wednesday 16 February 2022.

FINANCIAL AND RESOURCE IMPLICATIONS

Budget funds are provided for the costs associated with Council Meetings.

LINK TO CORPORATE/OPERATIONAL PLAN

EC1 An informed and engaged community

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council advertises the dates, times and location of Council Meetings

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Public notice of the meetings is required pursuant to Section 254B (1) of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

Nil

ATTACHMENTS

Nil

10.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL DEALING WITH CONFIDENTIAL INFORMATION POLICY - STATUTORY060**File Number: IR2599012****Author: General Manager Finance and Corporate****Authoriser: Chief Executive Officer****PRECIS**

Adoption of the South Burnett Regional Council Dealing with Confidential Information Policy – Statutory060 as presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

SUMMARY

Committee Resolution: 2021/138

Moved: Cr Scott Henschen

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That the South Burnett Regional Council Dealing with Confidential Information Policy – Statutory060 be adopted as presented.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That the South Burnett Regional Council Dealing with Confidential Information Policy – Statutory060 be adopted as presented.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

ATTACHMENTS

1. **South Burnett Regional Council Dealing with Confidential Information Policy - Statutory060**  



POLICY CATEGORY - NUMBER: Statutory060
POLICY OWNER: Corporate Services
ECM ID: 2599012
ADOPTED:

Dealing with Confidential Information 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 Services Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

South Burnett Regional Council ('Council') creates, maintains and manages confidential information providing processes to ensure that Council representatives understand the requirements for management of all confidential information.

This policy aims to:

- Assist Council in determining what is considered to be confidential information and how this information should be handled;
- Provide guidance to Councillors in complying with *Section 171 of the Local Government Act 2009* regarding the proper handling of confidential information;
- Provide guidelines relating to the management of confidential and sensitive information in respect to Council reports, communication with Council representatives, communication with members of the public and provide guidance to Council representatives in complying with *Section 200 of the Local Government Act 2009*.

2. SCOPE

This policy applies to all persons who are or have been a Council representative regarding information they have acquired whilst engaged by Council.

3. GENERAL INFORMATION

Council operates in an environment of public accountability in which it seeks to inform the public of issues under consideration and the nature of decisions made by Council. Therefore, information should ordinarily be released to the public unless there are compelling reasons which indicate that this is not in the public interest.

At the same time, Council is conscious of the need to handle Council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government.

It is accepted that Council representatives will be in receipt of confidential information acquired during the normal conduct of their duties with Council. It is Council's responsibility to ensure that such information is treated confidentially, so as not to harm, prejudice or compromise the interests of Council or any individual or organisation or enable any individual or organisation to gain a financial advantage.

Whilst endeavouring in the interests of public accountability to limit the number of matters which are considered in confidential sessions, Council acknowledges that it is appropriate to consider certain

matters in closed meetings.

3.1. Consideration of Confidential Information

The following types of information are deemed to be confidential to Council unless or until the Council resolves to the contrary:

- Commercial in confidence information, including where the release of information would affect a company's competitive advantage (particularly including competitive tender situations);
- Information derived from government departments or ministers that have been classified as confidential;
- Information of a personal nature or about personal affairs, for example the personal details of Council representatives;
- Information relating to a property disposal or acquisition process where release of the information may prejudice Council;
- Financial and legal analysis where the disclosure of that information may compromise Council or someone else;
- Information relating to clients customers of Council;
- Information not owned or controlled by Council;
- Information that could result in any action being taken against Council for defamation;
- Information involving legal advice to Council or a legal issue or a matter before the Courts;
- Information that is expressly given in confidence; or
- Information about:
 - The appointment, dismissal or discipline of Council employees;
 - Industrial matters affecting Council employees;
 - Council's budget information in certain circumstances;
 - Rating concessions in certain circumstances;
 - Contracts proposed to be made by Council;
 - Starting or defending legal proceedings involving Council; or
 - Any action to be taken by Council under the *Integrated Planning Act 1997* or the *Sustainable Planning Act 2009* or the *Planning Act 2016*.

It is acknowledged that some of the above classes of information may need to be disclosed from time to time for legal reasons or in accordance with the *Local Government Act 2009*, *Right to Information Act 2009* and the *Information Privacy Act 2009*.

(Please refer to Appendix A - South Burnett Regional Council Information Security Classifications).

3.2. Confidential Information at Council Meetings

In accordance with *Section 254J* of the *Local Government Regulation 2012*, Council may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to close the meeting to discuss:

- The appointment, dismissal or discipline of the Chief Executive Officer; or
- Industrial matters affecting employees; or
- The local government's budget; or
- Rating concessions; or
- 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;
- Matters that may directly affect the health and safety of an individual or a group of individuals; or
- 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;

- Negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*; or
- A matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

The Chief Executive Officer ('CEO') has the responsibility of preparing the agenda for a Council meeting. In doing that, the agenda will indicate items in open and closed session. A resolution that a meeting be closed must state the matter as listed above to be discussed and include an overview of what is to be discussed while the meeting is closed. A resolution (other than a procedural resolution) must not be made in a closed meeting.

Whilst a resolution arising from such matters must be considered in open session, Council has the option to make any reports or material prepared about a closed session matter only available under the provisions of the *Right to Information Act 2009*, the *Information Privacy Act 2009* or legal proceedings.

Should it be determined that the report should remain a confidential document then the wording of the resolution must not refer to the subject report.

Nevertheless, this policy deems that as a minimum:

- The CEO may make a declaration that information (other than Council reports) concerning a specific matter is to be treated as confidential to Council, and the information will remain confidential unless or until Council resolves to the contrary.
- An item on a Council meeting agenda and the information contained in the documentation or supporting material that is declared confidential by the CEO is to remain confidential unless or until Council resolves to the contrary.
- If the Mayor or a Councillor in a meeting asks that a matter be treated as confidential, Council will formally resolve as to whether all information concerning the matter is confidential.
- If Council exercises its powers under *Section 254J* of the *Local Government Regulation 2012* to close its meeting to members of the public, all information in relation to the matters discussed during that closed meeting or the closed portion of the meeting is confidential, unless and until the Council resolves to the contrary.
- Confidential information shall be clearly identified as confidential.
- Any information of a type deemed to be confidential is to be presumed by Council representatives to be confidential to Council and must not be released without seeking advice from the CEO.
- If a Councillor has any doubt as to whether Council considers information to be confidential, the Councillor is to act on the assumption that Council does so intend until the doubt is resolved at a subsequent meeting of Council.

In general, the schedule of confidential matters as per *Section 254J* of the *Local Government Regulation 2012* will apply. However, specific strategic planning initiatives could also be included to ensure that a corporate position is resolved prior to any media release.

3.3. Responsibilities of Council Representatives

Council representatives must be aware of their responsibilities and agree (either through the Oath of Office or Code of Conduct) that they should:

- Exercise due care when handling or using information acquired in their role;
- Acknowledge that there will be information that must be treated as confidential, because to release it would prejudice public trust and confidence in the integrity of Council;
- Acknowledge that disclosure of confidential information constitutes a breach of the *Local Government Act 2009* and that Council or an external agency/authority may take disciplinary action for any damages caused;
- If uncertain, presume information is confidential and seek advice from a Council Manager, General Manager or CEO prior to any release of it;

- Undertake not to disclose and to use their best endeavours to prevent disclosure of confidential information to any person or organisation, specifically:
 - Avoid discussing confidential Council information with family, friends and business associates; and
 - Ensure documents containing confidential information are properly safeguarded at all times – including materials stored at private or business residences.
- Not use confidential information to gain improper advantage for themselves or any other person or body; and
- Not use confidential information to cause harm or detriment to Council or any other person or body.

3.4. Use of Information by Councillors

Councillors must handle information in a way that promotes and maintains the public's trust and confidence in the integrity of the Council. Improper release of Council information by a Councillor is considered a breach of *Section 171* of the *Local Government Act 2009*.

A breach of *Section 171(3)* of the *Local Government Act 2009* includes a release such as:

- Orally telling any person about the information or any part of the information;
- Providing the original or a copy of documentation or any part of the documentation that is marked confidential; or
- Paraphrasing – putting into your own words – any confidential information and providing that in writing or orally.

A person may make a complaint about a breach by a Councillor of *Section 171(3)* by giving notice of the complaint to the Council's CEO or lodging a complaint directly with the Office of the Independent Assessor. A breach of *Section 171(3)* is misconduct (see the definition of misconduct in *Section 150L* of the *Local Government Act 2009*). Complaints about Councillor conduct must be referred to the Independent Assessor.

3.5. Use of Information by local government employees and councillor advisors

Section 200 of the *Local Government Act 2009* states:

(1) *This section applies to a person who is, or has been, any of the following:*

- (a) *a local government employee;*
- (b) *a councillor advisor;*
- (c) *a contractor of the local government;*
- (d) *another type of person prescribed by regulation.*

(2) *The person must not use information acquired as a person mentioned in subsection (1)(a), (b), (c) or (d) to:*

- (a) *gain (directly or indirectly) an advantage for the person or someone else; or*
- (b) *cause detriment to the local government.*

Maximum penalty—100 penalty units or 2 years imprisonment.

(3) *Subsection (2) does not apply to information that is lawfully available to the public.*

(4) *The person must not release information that the person knows, or should reasonably know, is information that:*

- (a) *is confidential to the local government; and*
- (b) *the local government wishes to keep confidential.*

Maximum penalty—100 penalty units or 2 years imprisonment.

3.6. Release of Confidential Information

Any release of confidential information for any purpose to any person or organisation (other than to those who are entitled to the information) is a breach of the *Local Government Act 2009*.

Release of information can include:

- Orally telling any person about the information or any part of the information;
- Providing the original or a copy of documentation or any part of the documentation that is marked confidential; or
- Paraphrasing any confidential information and providing that in writing or orally.

4. DEFINITIONS

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

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

External Parties means anybody that is not engaged by Council.

Independent Assessor investigates and assesses complaints about Councillor conduct.

The Independent Assessor also:

- Provides advice, training and information about dealing with alleged or suspected inappropriate conduct, misconduct or corrupt conduct to Councillors, local government employees and the public; and
- Prosecutes misconduct offences via the Councillor Conduct Tribunal.

Information means data with context. Includes, but is not limited to, physical or digital files in any format and data recorded by Council's applications. Any information within Council's possession even if not technically SBRC information such as record provided by a third party. Information comes in any number of forms including letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, voicemail and/or other forms of information including discussions during formal and informal meetings.

Record means information in any format that has been generated or received by Council in the course of its activities, and which must be retained by Council as evidence of its actions and decisions. A record can consist of one or more pieces of information that together form a record or context of the activity, action or event. Information created, received and maintained as evidence and as an asset by an organisation or person, in pursuit of legal obligations or in the transaction of business (Australian Standard AS ISO 15489-1-2017).

Volunteer means any person, who of their own free will, offers to undertake unpaid work for Council and is accepted as a Volunteer by the Chief Executive Officer and/or his authorised delegates.

Workshops and/or Briefing Sessions means non-decision making forums convened by Council representatives that create an opportunity for Council representatives to discuss matters of proposed policy or other strategic or community sensitive issues, as well as providing a forum for Councillors to be made aware of issues of significance to the organisation and/or to the community.

5. LEGISLATIVE REFERENCE

Acquisition of Land Act 1697 (Qld)
Crime and Corruption Act 2001 (Qld)
Information Privacy Act 2009 (Qld)
Integrated Planning Act 1997 (Qld)
Local Government Act 2009 (Qld)
Planning Act 2016 (Qld)
Right to Information Act 2009 (Qld)
Sustainable Planning Act 2009 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Councillor Code of Conduct Policy – Statutory001

South Burnett Regional Council Councillor Conduct Complaints Investigation Policy – Statutory028
 South Burnett Regional Council Employee Code of Conduct Policy – Statutory011
 South Burnett Regional Council Information Management Recordkeeping Policy – Statutory039
 South Burnett Regional Council Information Privacy Policy – Statutory038

7. NEXT REVIEW

As prescribed by legislation or December 2023

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy	12 June 2019	2599012
2	Review of policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

Appendix A
South Burnett Regional Council Information Security Classifications

DRAFT

South Burnett Regional Council Information Security Classifications

Classification	Description	Example data types
UNOFFICIAL	Information that is unrelated to SBRC and is of a personal nature.	Personal correspondence (e.g., dinner plans).
OFFICIAL - PUBLIC	Information that if breached owing to accidental or malicious activity would have an insignificant impact. The information is authorised for public access however it may not be made available in the public domain.	SBRC strategy; published project outlines; Council meeting calendar; published report data.
OFFICIAL - INTERNAL	Information that if breached owing to accidental or malicious activity would be unlikely to cause harm to SBRC, another organisation or an individual if released publicly. The information has a restricted audience, and access must only be authorised based on organisational, operational or in the public interest or by legislative needs.	Identity information of staff members or customers (e.g., employee number or position title); internal correspondence; business unit process and procedure; team leave calendar.
SENSITIVE	Information that if breached owing to accidental or malicious activity could reasonably be expected to cause harm to SBRC, another organisation or an individual if released publicly. The information has a restricted audience, and access must only be authorised based on strict organisational, operational or in the public interest or by legislative needs.	Customer personal information and human resources data (e.g., Tax File Numbers, passport details, bank account details); organisational financial / supplier data not published; unpublished project information data/status report i.e., T2 project.
PROTECTED	Information that if breached owing to accidental or malicious activity could reasonably be expected to cause serious harm to SBRC, another organisation or an individual if released publicly. The information has a restricted audience, and access must only be authorised based on very strict organisational, operational or in the public interest or by legislative needs.	Health records; personal data regarding persons under the age of 18; credit card data; commercially significant data; legal advice; legal proceedings

10.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL DEMOLISH, REMOVE OR RELOCATE BUILDINGS POLICY - STRATEGIC024**File Number:** IR2550286**Author:** General Manager Finance and Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Demolish, Remove or Relocate Buildings Policy – Strategic024 as presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

SUMMARY

Committee Resolution: 2021/136

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That the South Burnett Regional Council Demolish, Remove or Relocate Buildings Policy – Strategic024 be adopted as presented.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That the South Burnett Regional Council Demolish, Remove or Relocate Buildings Policy – Strategic024 be adopted as presented.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

ATTACHMENTS

1. **South Burnett Regional Council Demolish, Remove or Relocate Buildings Policy - Strategic024**  



POLICY CATEGORY - NUMBER: Strategic024
POLICY OWNER: Planning & Land Management

ECM ID: 2550286
ADOPTED:

Demolish, Remove or Relocate Buildings 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 Services Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

Removal or demolition of a building or structure requires building approval in accordance with the *Building Act 1975*. The approval process requires both amenity and aesthetics consideration assessment and removal building security bond amount assessment by way of a Referral Agency Assessment Application to South Burnett Regional Council ('Council').

2. SCOPE

This policy implements actions that will expedite the approval process and provide best practice solutions for clients, removalists and builders. This policy applies to Council representatives.

3. GENERAL INFORMATION

To ensure compliance with the *Building Regulation 2021* and the Queensland Development Code and ensure that an appropriate fee structure exists for the type and value of building work being undertaken.

Removal or demolition of a building or structure does not require an amenity and aesthetics assessment, if the building is a Class 2 to 9 (e.g., commercial building).

All applications will require an asbestos report from a licenced asbestos assessor and a pest inspection report. Council will require confirmation from a suitably licensed contractor that asbestos based products have been removed and disposed of at a regulated waste facility prior to moving a building within the Region or moving a building to the Region.

Lead-based paint is most likely to be found on window frames, doors, skirting boards, kitchen and bathroom cupboards, exterior walls, gutters, metal surfaces and fascias on homes or structures built before 1970, or even interior walls. If paint is in good condition, there may be no need to remove it unless major renovation and comprehensive removal is planned. However, lead-based paint should be removed from areas that are likely to be chewed or licked by children, knocked or subject to friction. The removal of lead-based paint must be undertaken in a safe manner to control the risk to health and safety. Council issued building approvals are conditioned to meet the relevant Work Health and Safety Queensland (WHSQ) requirements.

Performance criteria P7 of the Queensland Development Code NMP1.6, specifies that certainty is to be provided for the timely reinstatement or upgrading of any removal structure. The acceptable solution is that payment of any security bonds required by the receiving council is made prior to the development approval for building work, including removal, is given. In some cases, permits are also required from the Department of Transport, and other service authorities.

3.1. Remove or demolish building from site

To remove or demolish a building, there are several application processes to consider.

3.1.1. Stage 1 – Referral to Council

Under schedule 9, Table 7 of the *Planning Regulation 2017*, Council is required to act as a 'referral agency' where a building is being removed or demolished. Council needs to make an assessment of the building to determine whether a security bond will be held until the work is completed and if town planning or plumbing approvals are required.

There are some properties within the South Burnett Region which are identified as being a State Heritage Place or a Local Heritage Place. Minor building work on a Local Heritage Place is subject to the requirements of the Local Heritage Place Code of the South Burnett Regional Council Planning Scheme. A Code Assessable planning application will be triggered when these requirements cannot be met or where the work does not meet the definition of minor building work. Where a planning application is needed, it is recommended the applicant/s seek specialist consultant advice as specialist reports will be required to support the case that demolition is justifiable. This may include a report from a structural engineer if the applicant/s are suggesting the building is structurally unsound.

Properties identified as a State Heritage Place will require a permit from the State and do not require assessment against the South Burnett Regional Council Planning Scheme.

When removing or demolishing a building that has plumbing and drainage connected, it is important that the drains are sealed properly. In accordance with the *Plumbing and Drainage Act 2018*:

- Capping of sewer or water at the building will require a Form 4 Notifiable Work to be lodged with the Queensland Building and Construction Commission by a licenced plumber.
- Disconnection of the building drainage at the sewer connection point requires an application to Council.
- Buildings or structures connected to an onsite sewerage system to be demolished or removed require a plumbing application to be lodged with Council.

A licenced plumber must complete the work and can assist in determining the best place to seal the drains on the site.

Security Bond

A bond is payable to Council as security at the site will be cleared of all debris and services disconnected by suitably qualified or licenced persons. If the structure/s contains asbestos materials these are to be disposed of in accordance with regulatory requirements. (Note: This bond can be paid in cash, Bank Cheque, or Eftpos). The bond is retained in Council's Trust Account and will be returned to the payee upon satisfactory inspection of the property after the site is cleared.

The amount of bond held will be in accordance with Council's schedule of fees as amended.

3.1.2. Stage 2 – Application for Building Work

Building approval is required to demolish or remove a building. The application may be lodged with Council or with a Private Certifier but must be made on the approved forms and accompanied with the relevant fee.

No building work can commence until approval is obtained, and all work for this stage is to be completed within 12-months of approval.

3.2. Relocation of a building on a site

Rebuilding or re-establishing a building on a site, which has been removed from another site or placing a demountable building or donga on a site will also trigger several different application processes.

Depending on the planned use of the building for, e.g., residential or commercial, there may be planning requirements under the South Burnett Regional Council Planning Scheme.

3.2.1. Stage 1 – Concurrence Agency Referral

Council (the Concurrence Agency) must be advised in writing of an intention to relocate a building within or into the Region. A report from a registered Professional Engineer of Queensland, outlining

the structural adequacy of the building for habitable purposes, must be sought prior to making the application.

For all buildings relocated from any site within the South Burnett Region, a relocation permit is required prior to the works commencing.

Security Bond

The application is assessed for amenity and aesthetics, and the security bond amount is determined by Council's Building Certifier but no less than in Council's schedule of fees as amended. The bond is to ensure that any building work required to comply with current regulations is completed within the currency period of the application. (Note: This bond can be paid in cash, Bank Cheque, Eftpos or Unconditional Bank Guarantee.) The bond is retained in Council's Trust Account and will be returned to the payee upon satisfactory completion of the building.

3.2.2. Stage 2 – Application for Building Work

The second stage is application for building work - relocation, restumping and alterations and additions required to make the building compliant with current building legislation. A building application along with the relevant fee, is to be submitted showing the details of the dwelling in its proposed location. This application can be submitted concurrently with the stage 1 application but will not be approved until the security bond is received. The details required for submission of this application are those applicable to any new dwelling.

All work for this stage is to be completed within 12-months of the building being located at the new site, including additional works such as verandas, carports and the like.

Where this 12-month time period is likely to be exceeded for additional works, consideration should be given to lodgement of a further application. Payment of fees is required for any additional building work e.g., verandas, carports or the like, regardless of when the application is lodged.

4. DEFINITIONS

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

Removal Building means

- The removal and/or demolition of a building or structure, whether for rebuilding at another site or not.
- The rebuilding of a building or structure relocated from another site.
- Relocating and rebuilding of a building within the same property.

Removal buildings include, but are not limited to, established existing houses, buildings, manufactured transportable homes, demountable buildings and dongas, sheds, commercial buildings, houses in holding yards.

Minor Building Work means building work that increase the gross floor area of the building by no more than the lesser of the following:

- 50m²;
- An area equal to 5% of the gross floor area of the building.

5. LEGISLATIVE REFERENCE

Building Act 1975 (Qld)

Building Regulation 2021 (Qld)

Planning Regulation 2017 (Qld)

Plumbing and Drainage Act 2018 (Qld)

National Construction Code Building Code of Australia 2016

Other applicable codes in the Queensland Development Code

6. RELATED DOCUMENTS

South Burnett Regional Council Employee Code of Conduct – Statutory011

South Burnett Regional Council Planning Scheme 2017

7. NEXT REVIEW

As prescribed by legislation or December 2023

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy	21 November 2018	2550286
2	Review of policy	22 September 2021	2550286
3	Legislative change to policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

DRAFT

10.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL SUNDRY DEBTORS RECOVERY AND REFUND POLICY - STATUTORY058**File Number:** IR2616074**Author:** General Manager Finance and Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Sundry Debtors Recovery and Refund Policy – Statutory058 as presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

SUMMARY

Committee Resolution: 2021/137

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the South Burnett Regional Council Sundry Debtors Recovery and Refund Policy – Statutory058 be adopted as presented.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That the South Burnett Regional Council Sundry Debtors Recovery and Refund Policy – Statutory058 be adopted as presented.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee meeting on 8 December 2021.

ATTACHMENTS

1. **South Burnett Regional Council Sundry Debtors Recovery and Refund Policy - Statutory058**  



POLICY CATEGORY - NUMBER: Statutory058
POLICY OWNER: Finance
ECM ID: 2616074
ADOPTED:

Sundry Debtors Recovery and Refund 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 Services Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

South Burnett Regional Council ("Council") ensures consistent guidelines to effectively recover outstanding sundry debts to Council. The policy covers key principles that Council employees must consider when collecting debts, reviewing the likelihood of collection, writing-off bad debts and the legislative requirements for calculating an impairment.

2. SCOPE

This policy covers all sundry debtors where an invoice or notice is raised through:

- Regulatory Applications;
- Certificates and Searches;
- Licences and Permits;
- Animals;
- Infringements;
- Trade Waste;
- Sundry Debtors;
- Property by Law Enforcement; and
- Leases.

3. GENERAL INFORMATION

Council generates significant income from sundry debtors. The purpose of this policy is to ensure that there is an unbiased approach to managing the associated debt with the intent of ensuring that the receivables showing as outstanding on the debtors aged trial balance are accurate, reliable, and collectable.

The policy objectives are:

- To ensure that the collection of sundry debts is undertaken equitably (that is, fairly and impartially), consistently, efficiently, effectively and in accordance with good governance.
- To ensure that the collection of debt is consistent with Local Government Acts, Local Government Regulations, Accounting Standards and recognised financial practices.

3.1. General Principles Applicable to Sundry Debtors

3.1.1. Collection Terms

Council's collection terms are 30 days from invoice date unless specific arrangements apply.

3.1.2. Bad Debts

If debts are over 12 months with no payment plans in place and the receivable has been assessed as uncollectable, they shall be considered bad debts.

After all avenues to collect the debt have been exhausted, approval may be sought to write-off a bad debt, even within the 12-month timeframe, if the debt is knowingly considered to be uncollectable.

3.1.3. Approval of Write-Off Bad Debts

3.1.3.1. Individual Invoices

The approval limits for the write-off of individual invoice arrears are as follows:

- up to \$500 requires the approval of the relevant Manager and Manager Finance.
- greater than \$501 up to \$1,000 requires the approval of the relevant General Manager and the General Manager Finance & Corporate.
- greater than \$1,001 up to \$5,000 requires the approval of the relevant General Manager, General Manager Finance & Corporate and the Chief Executive Officer.
- greater than \$5,001 requires Council approval, once the relevant General Manager, General Manager Finance & Corporate and the Chief Executive Officer have approved the write-off.

3.1.3.2. Aggregate Invoices

The approval limits for the write-off of aggregate invoice arrears are as follows:

- up to \$1,000 requires the approval of the relevant General Manager and the General Manager Finance & Corporate.
- greater than \$1,001 up to \$5,000 requires the approval of the relevant General Manager, General Manager Finance & Corporate and the approval of the Chief Executive Officer
- greater than \$5,001 requires Council approval once the relevant General Manager, General Manager Finance & Corporate and the Chief Executive Officer have approved the write-off.

A list of all written-off individual and aggregate invoice arrears shall be reported quarterly to the Senior Executive Team and the Corporate Risk & Audit Advisory Committee.

3.1.4. Waiver or Reduction of Sundry Debtor Fees and Charges

A waiver or reduction of sundry debtor fees and charges may be granted and is subject to the eligibility criteria stipulated in the Procedure – Consideration of Applications for Reduction in Council's Fees and Charges – Building and Development Applications and Hall Hire Donations Procedure.

3.1.5. Approval to Waive or Reduce Sundry Debtor Fees and Charges

Any waiver or reduction of sundry debtor fees and charges requires Council approval. A list of all waived fees and charges shall be reported quarterly to the Senior Executive Team and the Corporate Risk & Audit Advisory Committee.

3.1.6. Refund of Sundry Debtor Fees and Charges

The nature of sundry debtor fees and charges refund include but are not limited to:

- Refund of bonds upon fulfilment of Council requirement;
- Incorrect fee was charged and paid;
- Pro-rata refund of licence fees due to closure of business;
- Overpayment of fees (e.g. search fees); and
- Withdrawal of application.

3.1.7. Approval to Refund Sundry Debtor Fees and Charges

The approval limits for the refund of sundry debtor fees and charges are as follow:

- up to \$1,000 requires the approval of the relevant Team Leader, Coordinator or Supervisor.
- greater than \$1,001 but less than \$10,000 requires the approval of the relevant Manager.
- greater than \$10,001 requires the approval of the relevant General Manager.

3.2. Roles and Responsibilities

The following table identifies which Departments/Branches are responsible for what processes. In some cases, the Department/Branch responsible will be based on the application raised.

Module	Module Description	Department Responsible for:					
		Invoice/Notice	Reminder Letters	Statements	Debt Recovery	Write-Offs	Rebills
Cerfs	Searches and Certificates	Customer Service	Not Applicable	Not Applicable	Customer Service, Planning and Land Management, Infrastructure, Rates	Customer Service, Planning and Land Management, Infrastructure, Rates	Customer Service, Planning and Land Management, Infrastructure, Rates
Plus	Licences and Permits	Environment and Waste	Environment and Waste	Not Applicable	Environment and Waste	Environment and Waste	Environment and Waste
Rams	Regulatory Applications	Planning and Land Management, Customer Service, Infrastructure, Executive Services	Planning and Land Management, Customer Service, Infrastructure, Executive Services	Not Applicable	Planning and Land Management, Customer Service, Infrastructure, Executive Services	Planning and Land Management, Customer Service, Infrastructure, Executive Services	Planning and Land Management, Customer Service, Infrastructure, Executive Services
PBE	Property By Law Enforcement	Environment and Waste	Environment and Waste	Not Applicable	Environment and Waste	Environment and Waste	Environment and Waste
Infringe	Infringements	Environment and Waste, Planning and Land Management, Infrastructure	Not Applicable	Not Applicable	Not Applicable	Environment and Waste, Planning and Land Management, Infrastructure	Not Applicable
Debtors	Sundry Debtors	Finance	Finance	Finance	Finance	Finance	Finance
Animals	Animal Management	Environment and Waste	Environment and Waste	Environment and Waste	Environment and Waste	Environment and Waste	Environment and Waste
Trade W	Trade Waste	Water and Wastewater	Water and Wastewater	Water and Wastewater	Water and Wastewater	Water and Wastewater	Water and Wastewater
Lease	Lease	Property	Property	Not Applicable	Property	Property	Property

3.3. Provision for Impairment of Sundry Debtors

3.3.1. Basis for Impairment Calculations

Accounting standards AASB 9 is an expected credit loss model that recognises potential future losses based on forward looking information. This standard permits a simplified approach for trade receivables without a significant financing component. The standard requires the entity to recognise in the Income Statement, an impairment gain or loss that is the amount of the expected credit losses (or reversal) at the end of each reporting period. The aim of the impairment is to ensure the carrying amount of the financial assets are not overstated.

In assessing expected credit losses, Council will consider both the historical factors, such as the debtors timing in making payments and the ageing schedule of debtor balances, as well as possible future impacts such as any significant financial difficulties of the debtor, the probability that the debtor will enter bankruptcy or other financial reorganisation and default.

4. DEFINITIONS

Bad Debts means debts that have been assessed as being uncollectable. When this assessment has been made, approval is sought to write-off the debt which results in the debt being taken out of the Council's balance sheet.

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

Debt Owner means the Department/Branch that has responsibility for the income.

Provision for Impairment of Debts means an accounting term used to describe debts that have been assessed as likely to become a bad debt. Under accounting standards an assessment must be made as to the collectability of debts and a provision for impairment of debts must be created for debts that are unlikely to be collectable.

Refund means the return of payment made by a sundry debtor due to incorrect fees charged and paid, return of bond payment, pro-rata returns of licence fees due to business closure, overpayment of fees, withdrawal of application, and the like.

Waiver means the intentional or voluntary relinquishment of Council's right to charge sundry debtors fees and charges.

Write-Off of Individual Arrears means the write-off of bad debts of a singular debtor invoice (e.g. bad debt for a specific debtor transaction).

Write-Off of Aggregate Arrears means the collective write-off of bad debts of more than one debtor invoice or a group of debtor invoices related to a common debtor transaction (e.g. bad debts for animal debtor transaction).

5. LEGISLATIVE REFERENCE

AASB 9 Financial Instruments.
Local Government Act 2009 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Consideration of Applications for reduction in Council's Fees and Charges – Building and Development Applications Policy – Strategic017
South Burnett Regional Council Fraud and Corruption Prevention Management Policy – Statutory021
South Burnett Regional Council Sundry Debtors Management Procedure – Procedure035

7. NEXT REVIEW

As prescribed by legislation or December 2023

8. VERSION CONTROL

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	Development of policy	15 February 2017	2616074
2	Review of policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

10.5 MONTHLY FINANCIAL REPORT

File Number: 15122021
Author: Coordinator Finance
Authoriser: Chief Executive Officer

PRECIS

Monthly Financial Report for 30th November 2021.

SUMMARY

The following information provides Council's position as at 30th November 2021.

OFFICER'S RECOMMENDATION

That the Monthly Financial Report including Capital Works and Works for Queensland (W4Q4) as at 30th November 2021 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to budget as adopted at the Council Meeting held on 14th July 2021

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Monitored and reviewed by budget managers.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

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

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

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

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

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

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

ASSET MANAGEMENT IMPLICATIONS

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

REPORT

- Recurrent Revenue is currently sitting at 47% compared to the original budget and Recurrent Expenditure is sitting at 42%. Revenue is impacted by timing effects of various income streams including rates and grant revenue.
- Council's current cash holdings at the end of November 2021 was \$48.064m with \$25.529m of this currently classed as restricted cash.
- All of Council's Financial Ratios are within their respective targets for the month of November.
- Council's capital expenditure program is currently sitting at \$15.323m in actual and committed expenditure which equates to approximately 48.97% of the total budget spent to date.
- Finance are working to finalise the second quarter forecast which will be presented to Council in January.

ATTACHMENTS

1. **Monthly Meeting Report - November 2021** [↓](#) 



South Burnett Regional Council
Monthly Financial Report
Interim November 2021



SOUTH BURNETT
REGIONAL COUNCIL

Executive Summary

This monthly report is designed to illustrate the interim financial performance and position of South Burnett Regional Council compared to the original budget, at an organisational level, for the period ended 30 November 2021.

- Recurrent Revenue is currently sitting at 47% compared to the original budget and Recurrent Expenditure is sitting at 42%. Revenue is impacted by timing effects of various income streams including rates and grant revenue.
- Council's current cash holdings at the end of November 2021 was \$48.064m with \$25.529m of this currently classed as restricted cash.
- All of Council's Financial Ratios are within their respective targets for the month of November.
- Council's capital expenditure program is currently sitting at \$15.323m in actual and committed expenditure which equates to approximately 48.97% of the total budget spent to date.
- Finance are finalising the second quarter forecast which will be presented to Council in January.

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Income

as at 30 November 2021

42% of Year Complete

	2022 \$	Original Budget \$	Variance %
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	25,727,279	51,521,884	50%
Fees and Charges	2,469,138	4,988,433	49%
Rental Income	243,312	393,500	62%
Interest Received	257,647	630,500	41%
Sales Revenue	609,129	3,016,651	20%
Other Income	495,439	940,475	53%
Grants, Subsidies, Contributions and Donations	2,652,938	7,561,978	35%
	32,454,881	69,053,421	
Capital Revenue			
Grants, Subsidies, Contribution and Donations	2,939,453	11,779,420	25%
Total Income	35,394,334	80,832,841	
Expenses			
Recurrent Expenses			
Employee Benefits	10,379,704	24,979,452	42%
Materials and Services	10,469,547	23,631,408	44%
Finance Costs	804,415	2,107,567	38%
Depreciation and Amortisation	8,896,165	21,330,624	42%
	30,549,831	72,049,050	
Capital Expense			
	69,338	(400,000)	-17%
Total Expense	30,619,168	71,649,050	
Net Result	4,775,166	9,183,791	
Net Operating Result	1,905,051	(2,995,629)	

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.

	Total Revenue			Total Expenditure		
	Actual	Original Budget	%	Actual	Original Budget	%
Water	\$ 5,395,061	\$ 11,089,948	49%	\$ 4,280,293	\$ 10,826,708	40%
Wastewater	\$ 3,027,961	\$ 6,008,918	50%	\$ 2,360,260	\$ 5,413,210	44%
Waste	\$ 3,128,873	\$ 6,106,443	51%	\$ 2,291,433	\$ 6,071,441	38%
Plant and Fleet	\$ 199,450	\$ 491,000	41%	-\$ 1,363,863	-\$ 1,680,651	81%
Genops	\$ 23,573,652	\$ 57,536,532	41%	\$ 22,981,709	\$ 51,418,343	45%
Total	\$ 35,324,997	\$ 81,232,841	43%	\$ 30,549,831	\$ 72,049,050	42%

Revenue

- All revenue items, other than Fleet and Genops, are tracking at around 50% due to the first 6 monthly rates levy being issued in August.
- Fleet and Genops revenue are tracking just below target at 41%. Fleet is under target due to timing of fuel tax credit rebates and Genops is under largely due to timing in grant income.

Expenditure

- Water is currently under target due to timing in materials expenses incurred.
- Waste is below target for the month due to timing of monthly waste expenditure bills that have not been received
- Fleet is above target largely due to additional recoveries from internal plant usage of approximately \$468k.
- All other departments are tracking on or close to target, with Genops being over target largely due to timing of annual invoices for items such as insurance, IT licences and subscriptions.

2.2 Revenue

2.2.1 Rates Levies and Charges

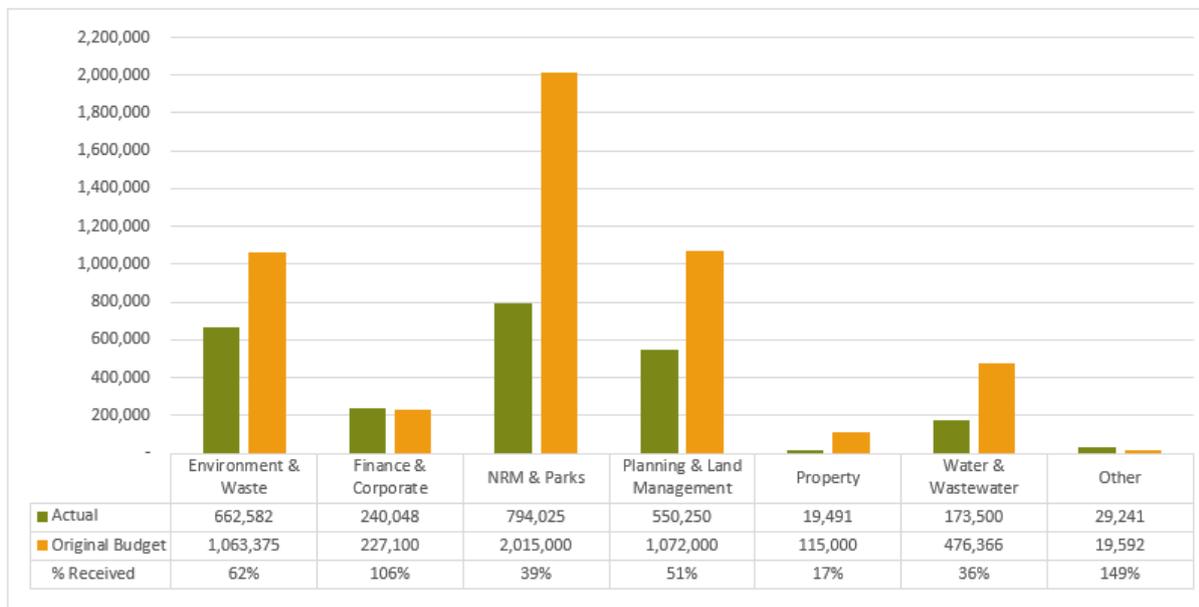
This item shows South Burnett Regional Council’s total net income from general rates, service charges (water, sewerage and waste) and special charges.

<i>Rates or Charges</i>	<i>ACTUALS 2021/2022</i>	<i>ORIGINAL BUDGET 2021/2022</i>
General Rates	\$ 14,843,987	\$ 29,717,891
Quarry Special Charge	\$ 7,129	\$ -
Water Charges	\$ 5,204,048	\$ 10,616,432
Sewerage Charges	\$ 2,972,209	\$ 5,905,918
Waste Collection Charges	\$ 1,211,696	\$ 2,304,832
Community Rescue and Evacuation Levy	\$ 43,942	\$ 90,000
Waste Management Levy	\$ 1,445,621	\$ 2,886,811
Memerambi Estate Levies	-\$ 1,354	\$ -
Total	\$ 25,727,279	\$ 51,521,884

As of 30 November 2021, rates, levies and charges are tracking on target at 50%. This is due to timing of the first 6 monthly rates levy which was issued during the month of August.

2.2.2 Fees and Charges

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



As of 30 November 2021, fees and charges are tracking above target at 49%. Main factors affecting the fees and charges figures are:

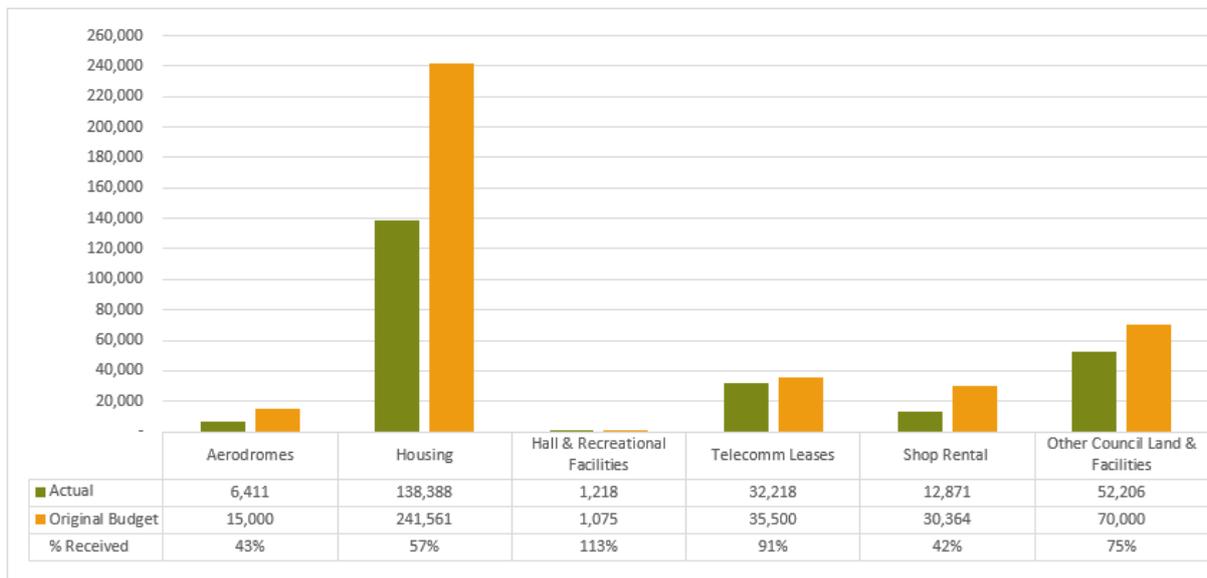
- Finance is currently above target due to timing in yearly revenue from commission for collection of the Emergency Management Levy as well as increases in the number of rates searches that have been performed so far this year.
- Planning and Land Management have seen increases in building and development applications.

- Environment and Waste are currently higher than expected due to yearly food permits and animal registrations being processed.
- Property is currently under target and this is due to the nature of their income being largely seasonal (pool income) and therefore is expected to increase over the next few months.
- Water & Waste Water are currently under target due to reductions in irrigator water requirements so far this year compared to budget.

2.2.3 Rental Income

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

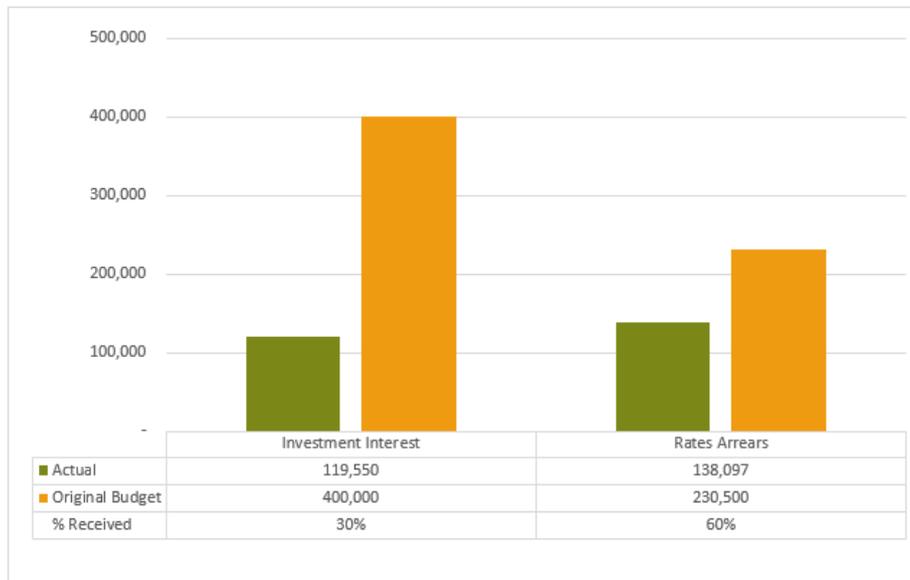
As of 30 November 2021, rental income is tracking above target at 62% due to timing in annual rental of various facilities and increases in housing rental.



2.2.4 Interest Received

Interest revenue includes interest on investments and rate arrears.

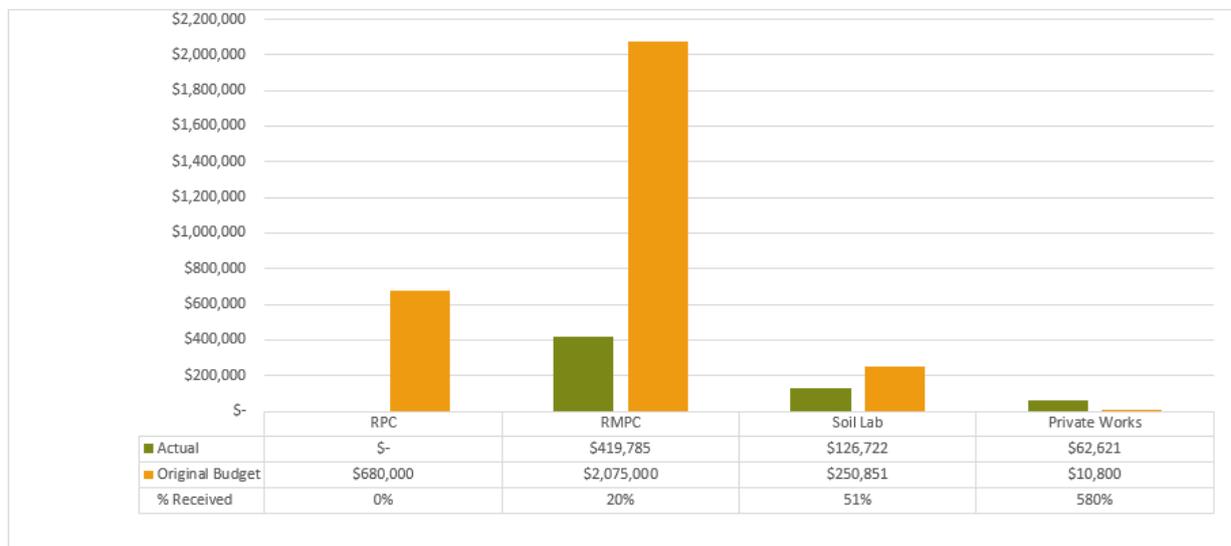
As of 30 November 2021, interest received is tracking just below target at 41%. Investment interest should increase slightly over the next couple of months due to higher bank balances seen during this time of the year however there is still a risk around this income due to interest rates on all Council bank accounts remaining low.



2.2.5 Sales Revenue

Sales revenue is income received from undertaking work for Main Roads, private works and recoverable works conducted by the Soil Laboratory.

As of 30 November 2021, sales revenue is tracking below target at 20%. This is largely due to timing of when RPC and RMPC works for this financial year are scheduled to be performed. Private Works is above budget due to an additional contract with the Department of Transport construction of the Murgon Gayndah bus stop. RPC contracts are generally scheduled for later in the financial year and at this stage RMPC contracts are still on track to meet target by end of year.



2.2.6 Other Income

Other income is sundry income derived from all other sources.

As of 30 November 2021, other income is tracking above target at 53%. The main increase stems from animal infringements which have been processed during the month. 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. Insurance claims are also over target due to a larger claim being received during September for water damage to the Kingaroy Library and Finance Building. Yearly agency income has also been received. Areas tracking below target, such as pool income, irrigation income, scrap steel and tourist parks, are influenced by timing and seasonal considerations. A large volume of scrap steel has been picked up with funds to hit the income statement in December.

<i>Income Stream</i>	<i>Actual</i>	<i>Original Budget</i>	<i>% Received</i>
VIC Income	\$ 49,122	\$ 80,800	61%
Art Gallery Income	\$ -	\$ 500	0%
Pool Income	\$ 2,188	\$ 43,000	5%
Irrigation Income	\$ 5,438	\$ 30,000	18%
Fines	\$ 26,662	\$ 11,500	232%
Scrap Steel	\$ 3,016	\$ 95,000	3%
Library Sales	\$ 1,607	\$ 3,730	43%
Museum Sales	\$ 208	\$ 2,500	8%
Agency Income	\$ 45,682	\$ 51,895	88%
Tourist Parks	\$ 94,743	\$ 375,000	25%
Legal Recovery	\$ 68,209	\$ 80,000	85%
Insurance Claims	\$ 87,202	\$ 20,000	436%
Misc Other	\$ 111,362	\$ 146,550	76%
Total	\$ 495,439	\$ 940,475	53%

2.2.7 Operational Grants

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

As of 30 November 2021, operating grants are tracking below target at 35%. A majority of the budget for this financial year centres around the Financial Assistance Grant and is usually paid on a quarterly basis.

2.2.8 Capital Grants

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

As of 30 November 2021, capital grants are tracking below target at 25% with a majority of this amount being received for Roads to Recoveries Funding and the first instalment from the Building Better Regions Funding for the Kingaroy Transformation Project. This income stream will be reviewed each month to consider contract asset and contract liability movements.

Finance is currently predicting that a majority of the grant income budgeted for this financial year will be recognised as income during the second half of the year. This is due to timing of

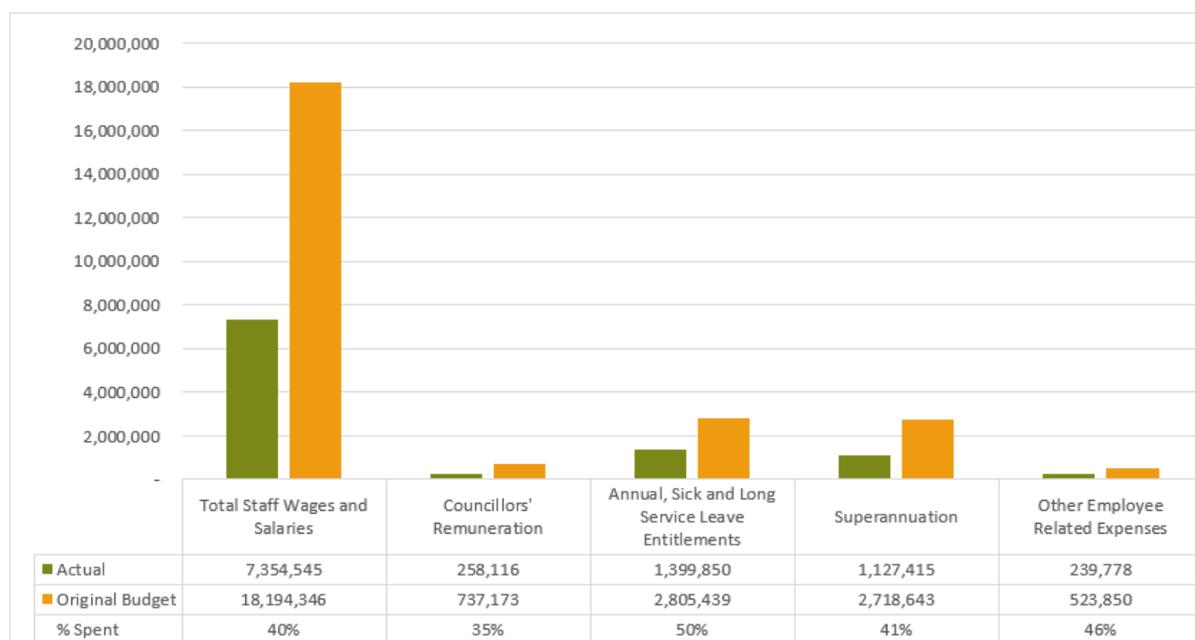
funds being received, as well as movements in predicted contract assets and contract liabilities as the funding is spent.

2.3 Expenditure

2.3.1 Employee Benefits

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

As of 30 November 2021, employee benefits are tracking on target at 42%. Annual leave and long service leave is high due to timing in when these entitlements are paid as well as amounts paid out for employees that have finished up employment with Council. Councillor remuneration is low due to timing of the pay periods.



2.3.2 Materials and Services

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

As of 30 November 2021, materials and services are tracking just over target at 44%.

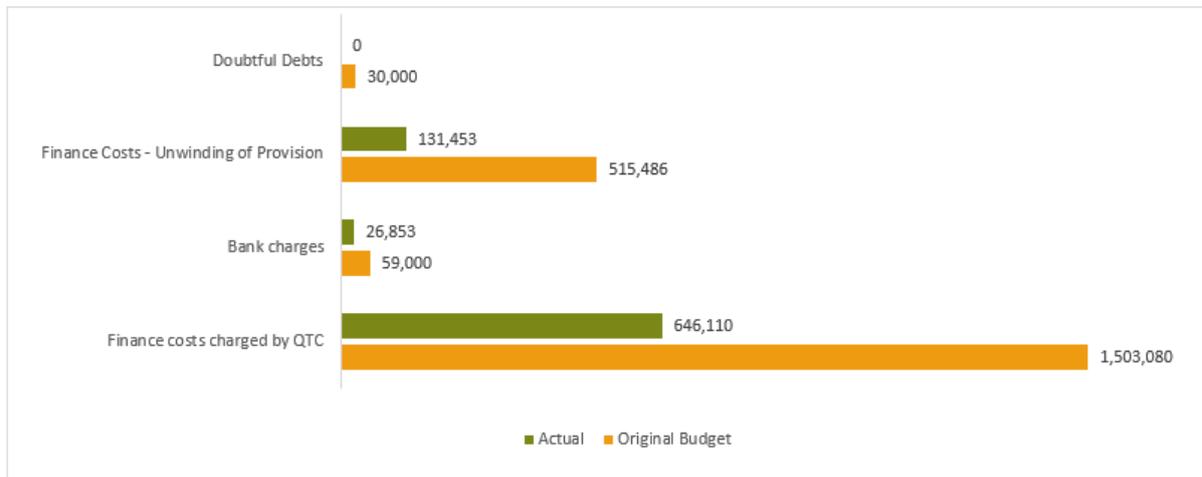
<i>Description</i>	<i>Actual</i>	<i>Original Budget</i>	<i>% Spent</i>
Donations	210,099	628,763	33%
Materials	8,015,449	17,072,660	47%
Services	3,135,507	8,199,894	38%
Internal Plant Charges	3,207,137	6,411,558	50%
Internal Plant Recoveries	- 4,098,645	- 8,681,466	47%
	10,469,547	23,631,408	44%

A majority of variances seen in this category so far relate to timing of when invoices are received including timing of annual IT licences for various software used by Council, yearly subscriptions and yearly insurances.

2.3.3 Finance Costs

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

As of 30 November 2021, finance costs are tracking under target at 38% due to timing in end of year adjustments for the landfill and quarry provisions.



2.3.4 Depreciation

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

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

As of 30 November 2021, depreciation is on target at 42%.

Work in progress balances as of 30 November 2021 are listed below.

Asset Class	Work in Progress Balance
Buildings	3,438,011.57
Roads	11,791,511.62
Water	3,000,044.72
Wastewater	3,761,021.75
Fleet	116,755.43
Office	211,791.81
Waste	-
Land	-
	22,319,136.90

2.3.5 Capital Expense

Capital expense is the net proceeds or loss on assets that have been sold or disposed of. A loss on asset disposal is recognised when a current asset is disposed of out of Council's asset register 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.

Capital expense is sitting at a loss of (\$69k) for the year.

- The sale of 10 white fleet items last month yielded a profit on sale of \$134k bringing total capital income for fleet items to \$176k for the year.
- Council's current loss on disposals is (\$245k) with (\$127k) relating to fleet disposals and (\$118k) relating to disposals of building assets.

3.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position

as at 30 November 2021

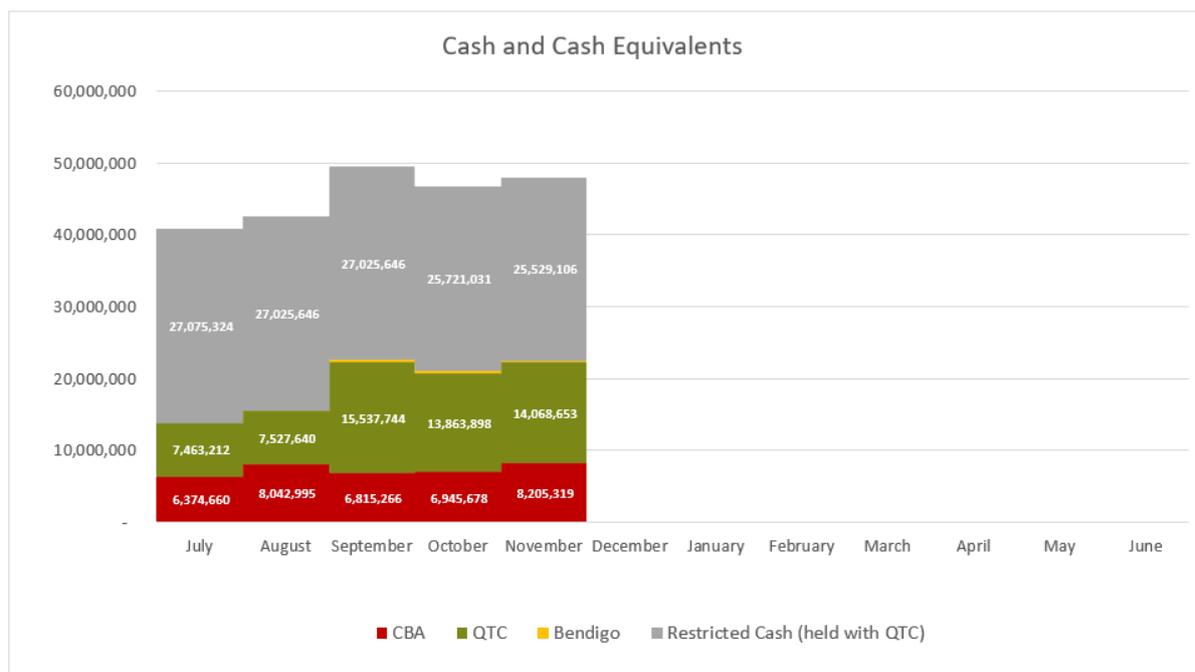
	2021 NOVEMBER \$	Original Budget \$
Current Assets		
Cash and Cash Equivalents	48,056,877	36,498,468
Trade and Other Receivables	7,454,123	9,348,944
Inventories	789,899	764,632
Investments	-	-
Total Current Assets	<u>56,300,900</u>	<u>46,612,044</u>
Non-Current Assets		
Trade and Other Receivables	1,067,277	910,507
Property, Plant and Equipment	866,294,811	872,535,500
Right of Use Asset	868,787	837,809
Intangible Assets	6,263,150	6,234,639
Total Non-Current Assets	<u>874,494,025</u>	<u>880,518,455</u>
TOTAL ASSETS	<u>930,794,925</u>	<u>927,130,499</u>
Current Liabilities		
Trade and Other Payables	10,134,030	10,063,817
Borrowings	3,013,874	3,250,722
Lease Liabilities	21,740	22,303
Provisions	3,660,176	3,953,243
Other Liabilities	327,114	-
Total Current Liabilities	<u>17,156,934</u>	<u>17,290,085</u>
Non-Current Liabilities		
Trade and Other Payables	-	-
Borrowings	26,613,142	27,225,302
Lease Liabilities	868,951	846,648
Provisions	13,590,456	13,501,773
Other Liabilities	-	-
Total Non-Current Liabilities	<u>41,072,550</u>	<u>41,573,723</u>
TOTAL LIABILITIES	<u>58,229,484</u>	<u>58,863,808</u>
NET COMMUNITY ASSETS	<u>872,565,441</u>	<u>868,266,691</u>
Community Equity		
Retained Surplus/(Deficiency)	437,255,841	440,813,008
Asset Revaluation Surplus	435,309,599	427,453,683
TOTAL COMMUNITY EQUITY	<u>872,565,441</u>	<u>868,266,691</u>

3.1 Current Assets

3.1.1 Cash and Cash Equivalents

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

As of 30 November 2021, Council’s actual cash and cash equivalents balance was \$48,056,877. The below table shows the breakup of this balance sheet element (excluding cash drawers).

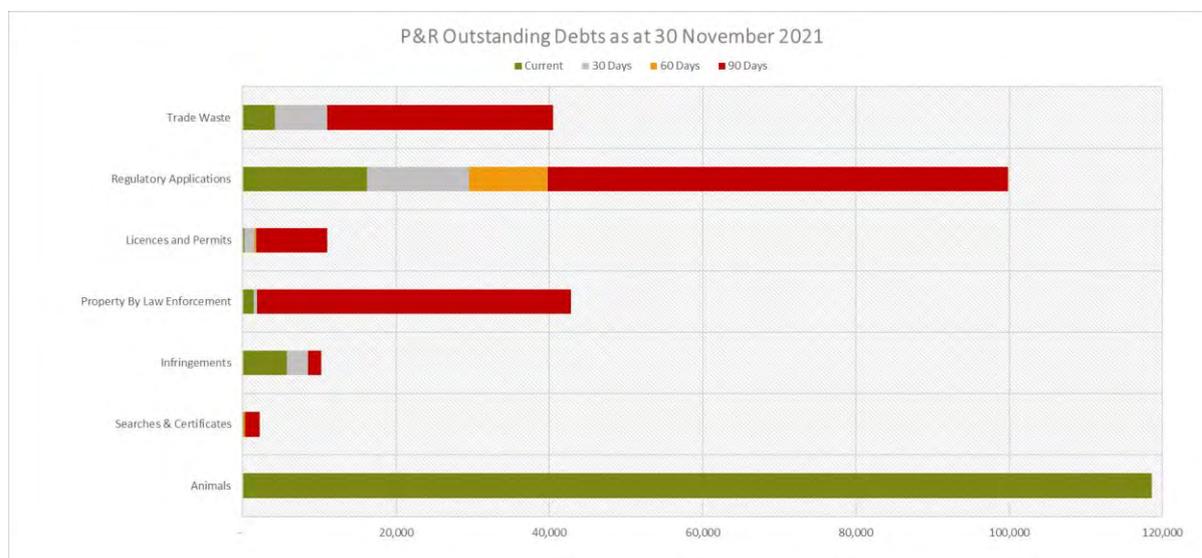


As at the 30 November 2021, restricted cash balance was \$25.529m. Adjustments for the month resulted in a reduction from restricted cash of \$192k. This consisted of a reduction of \$190k in works under construction across a number of departments and \$2k from prior year water operating surpluses.

RESTRICTED CASH	Oct-21	Nov-21
Recurrent Expenditure	988,873	988,873
Future Capital Works		
Roads	2,628,814	2,591,241
Buildings	4,152,891	4,003,489
Waste	4,673,098	4,673,098
Land	25,322	25,322
Plant & ICT	2,779,491	2,779,491
Water	2,789,842	2,786,386
Wastewater	2,315,868	2,314,373
Unspent - Developer Contributions	4,556,587	4,556,587
Unspent - Loan Funds	810,246	810,246
Total	25,721,031	25,529,106

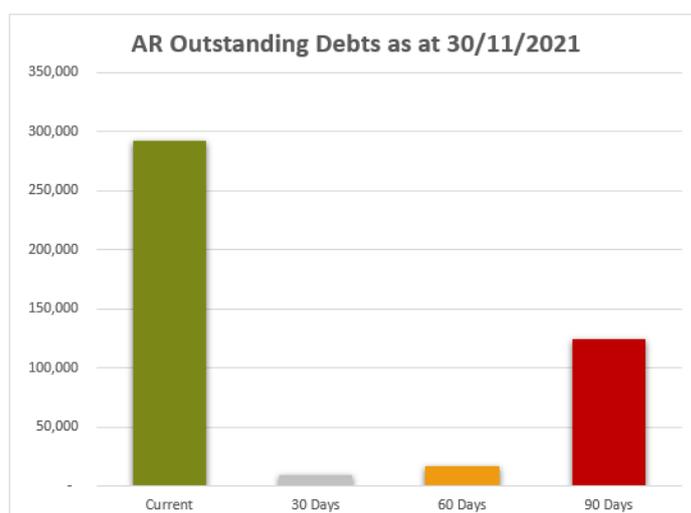
3.1.2 Trade and Other Receivables

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.



Out of the \$143k in Property and Rating (P&R) debts above that are overdue by 90 days or more, \$25k is currently on a payment plan awaiting the first instalment, \$49k are being pursued by Council staff to determine the best course of action, \$41k can be recovered when properties are sold, and \$28k belong to developer contributions that will be finalised in the future.

Finance will be assisting departments with the follow up of the \$49k that is being pursued.

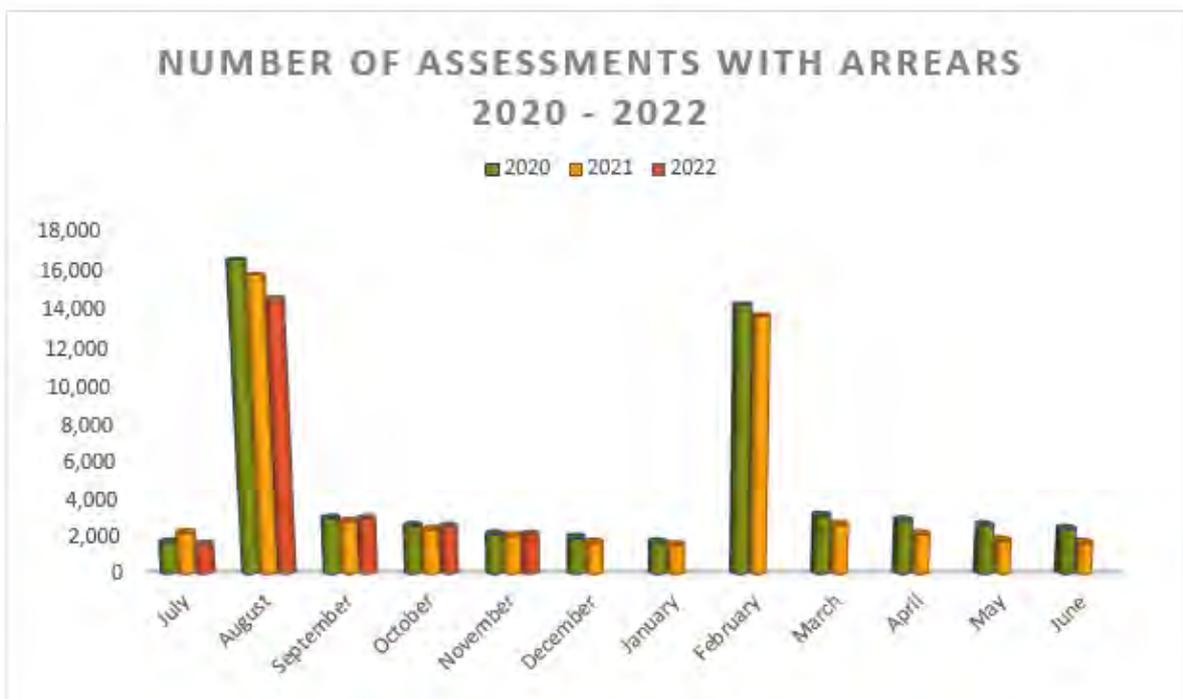
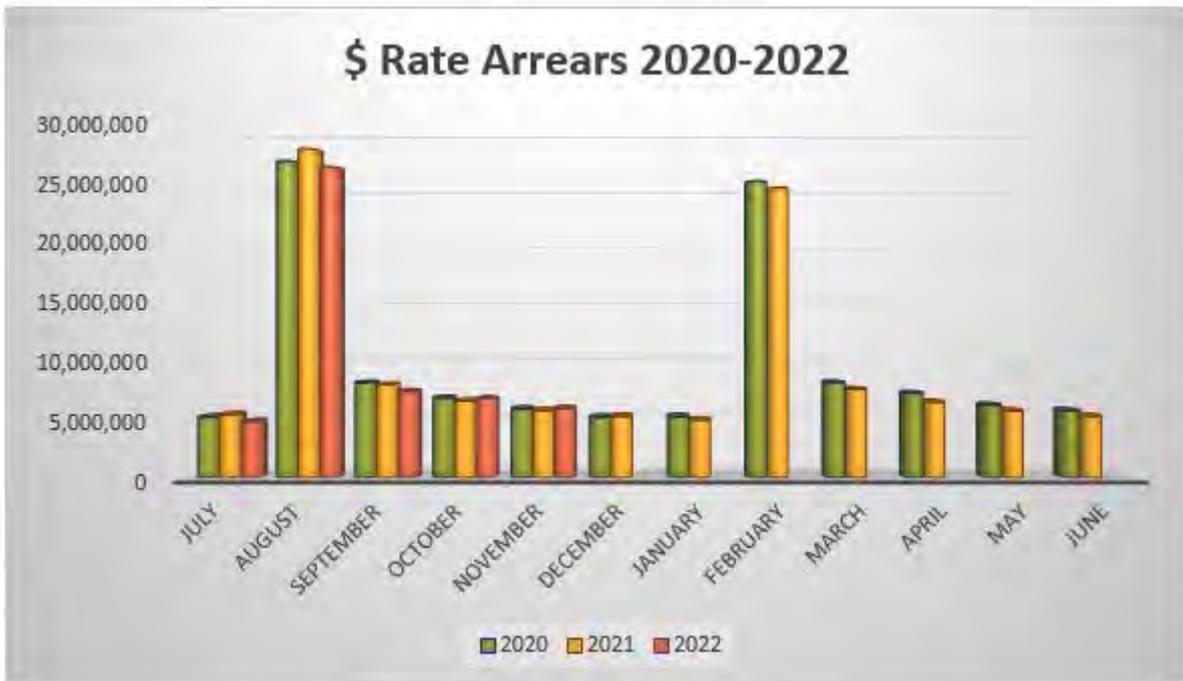


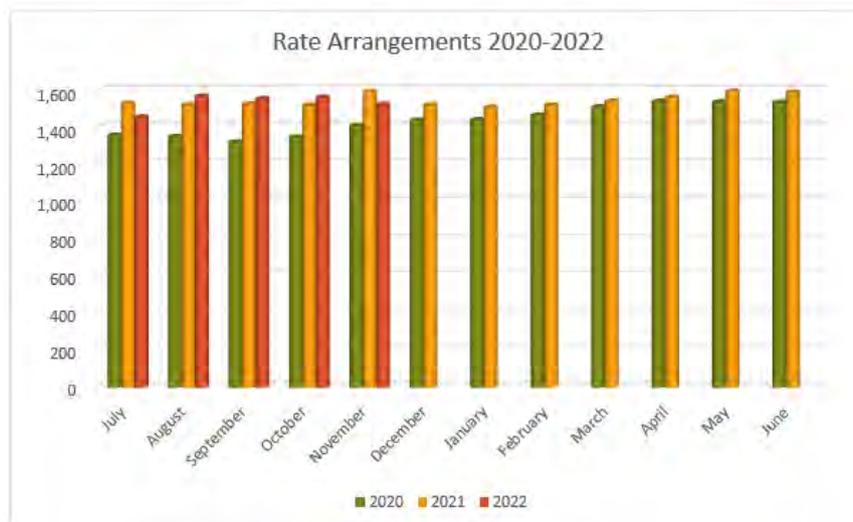
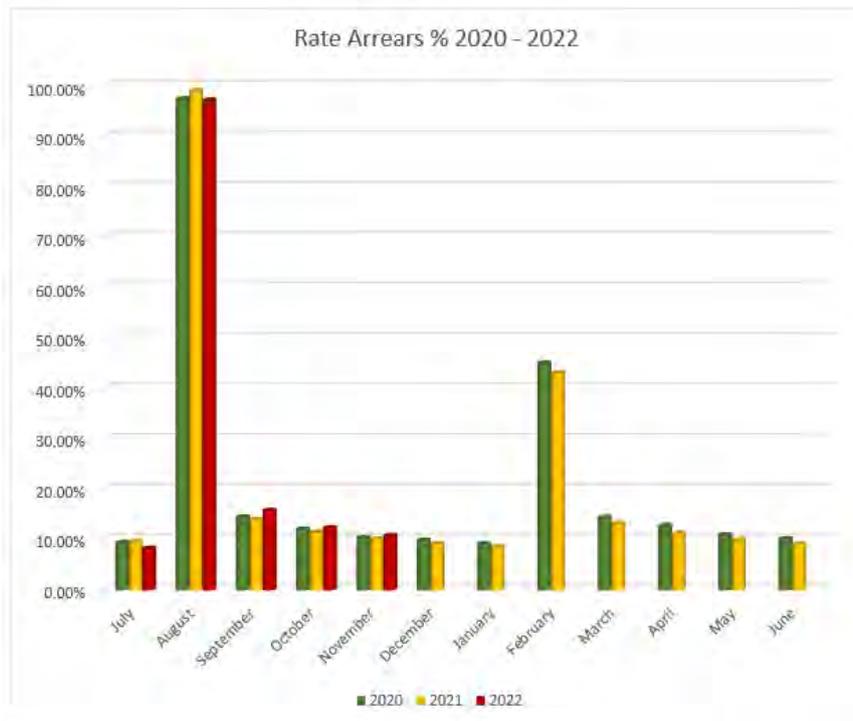
The AR outstanding debts 90+ days is currently \$124k which is 34% of total AR outstanding debts. This decreased by \$5k from last month.

A total of 75% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council. Out of the remaining 25% in 90 days, \$28k need to be credit noted as a result of investigations into the charges or are potential write-offs that have largely come

from the old Property and Ratings debtors system where companies have since ceased trading and can't be recovered.

Rates in arrears as of 30 November 2021 is sitting at \$5.948 million or 10.82% which is above the target arrears of 7%. There are currently 1,529 assessments with rate arrangements in place which accounts for 72.19% of the properties that are in arrears. Overdue reminder notices were sent out to property holders during November with second reminders to be provided in early December.





3.1.3 Inventories

Inventories is made-up of Council stores and is valued at cost. Council is currently undertaking a project to reduce and minimise the number of inventories held.

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 original adopted capital budget is \$31.293m which includes any projects deemed a continued project from 2020/2021 for completion in the 2021/2022 year.

Actual expenditure with committed costs as of 30 November 2021 is \$15.323m, which is tracking above target at 48.97%. Of the \$15.323m, \$8.992m is actual expenditure with the remaining \$6.331m sitting as committed costs. The actual spend to date equates to 28.74% of the total budget available.

2021/2022 Capex Report for Council

Project Code	Project Description	REVENUE SOURCES						EXPENDITURE BUDGET				EXPENDITURE ACTUALS			
		Financial Project	Depreciation	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Developer Contribution	Total Budgeted Revenue	2021/2022 Adopted Budget	2020/2021 Continued Projects	First Quarter Budget Adjustments	Total Available Budget	2021/2022 Actual Expenditure	2021/2022 Actual Expenditure & Commitments	
Buildings & Other Structures															
Admin Office - Kings															
008004	Kingaro-Admin Building-Accreditation	100192	380,000.00	-	-	-	-	380,000.00	380,000.00	-	-	380,000.00	261,049.00	13,963.85	275,012.85
Activity Subtotal			380,000.00	-	-	-	-	380,000.00	380,000.00	-	-	380,000.00	261,049.00	13,963.85	275,012.85
Museum - Wondal Heri															
005624	Wondal-Records Facility-Compactus	100699	-	-	-	-	-	-	-	-	-	-	-	-	8,483.90
Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	-	8,483.90
Swimming Pool - King															
006029	Kingaro-Pool-Refurbishment-Concept Pla	104618	-	200,000.00	-	-	-	200,000.00	-	200,000.00	-	200,000.00	-	15,454.55	15,454.55
Activity Subtotal			-	200,000.00	-	-	-	200,000.00	-	200,000.00	-	200,000.00	-	15,454.55	15,454.55
Swimming Pool - Nans															
006034	Namango-Pool-Changeoom Refurb	104619	-	290,000.00	-	-	-	290,000.00	-	290,000.00	-	290,000.00	257,927.95	13,575.15	271,503.10
Activity Subtotal			-	290,000.00	-	-	-	290,000.00	-	290,000.00	-	290,000.00	257,927.95	13,575.15	271,503.10
Swimming Pool - Wond															
006536	Wondal Swimming Pool Refurbishment	104622	300,000.00	-	-	300,000.00	-	600,000.00	600,000.00	-	-	600,000.00	-	-	-
Activity Subtotal			300,000.00	-	-	300,000.00	-	600,000.00	600,000.00	-	-	600,000.00	-	-	-
Sportgrounds-Murgon															
005999	Murgon-Squash Courts	100202	-	325,000.00	-	-	-	325,000.00	325,000.00	-	-	325,000.00	1,800.00	-	1,600.00
Activity Subtotal			-	325,000.00	-	-	-	325,000.00	325,000.00	-	-	325,000.00	1,800.00	-	1,600.00
Sportgrounds-Wondal															
006000	Wondal-Showground Grandstand	100713	-	-	-	-	-	-	-	-	-	-	-	2,208.00	2,208.00
Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	2,208.00	2,208.00
WAQ - Round 3															
005612	WAQ3 - Kroy Heritage Museum & VIC	100668	-	-	-	-	-	-	-	-	-	-	-	1,060.50	1,060.50
Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	1,060.50	1,060.50
WAQ - Round 4															
006523	WAQ4-Regional Facilities Upgrades	100796	-	-	-	560,000.00	-	560,000.00	560,000.00	-	-	560,000.00	12,888.82	26,352.38	39,042.20
Activity Subtotal			-	-	-	560,000.00	-	560,000.00	560,000.00	-	-	560,000.00	12,888.82	26,352.38	39,042.20
General															
006237	Property - 185 Kingaro Street, Kingaro	100302	-	-	-	-	-	-	-	-	-	-	-	762.73	762.73
006501	Property - Forecourt and Admin Office CC	100302	-	48,000.00	-	-	-	48,000.00	-	48,000.00	-	48,000.00	-	47,827.20	47,827.20
006502	Property - Wondal Showgrounds	100752	-	300,000.00	-	-	-	300,000.00	-	300,000.00	-	300,000.00	35,108.59	232,577.54	267,686.13
006522	Fencing of Gordonbrook Quarry	100759	-	120,000.00	-	-	-	120,000.00	-	120,000.00	-	120,000.00	-	-	-
006524	Regional Security System	100302	-	137,000.00	-	-	-	137,000.00	-	137,000.00	-	137,000.00	-	104,580.77	104,580.77
Activity Subtotal			-	605,000.00	-	-	-	605,000.00	120,000.00	485,000.00	-	605,000.00	35,108.59	384,222.78	419,331.37
Activity Total			680,000.00	1,420,000.00	-	860,000.00	-	2,960,000.00	1,985,000.00	975,000.00	-	2,960,000.00	568,376.36	441,818.31	1,010,191.87
Info Serv - ICT															
000379	Computer Infrastructure & Upgrade	100211	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	140,000.00	8,650.00	122,222.70	130,872.70
000381	Server Hardware	100211	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-	50,000.00	6,481.70	6,481.70	6,481.70
000382	Photocopiers & Printers	100211	30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	22,886.31	22,886.31	22,886.31
000552	Microsave Radio & Hardware	100211	100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	100,000.00	1,800.00	26,830.00	28,430.00
006518	Teams Rooms Devices	100211	42,000.00	-	-	-	-	42,000.00	42,000.00	-	-	42,000.00	-	39,852.80	39,852.80
Activity Subtotal			362,000.00	-	-	-	-	362,000.00	362,000.00	-	-	362,000.00	16,711.70	211,791.81	228,503.51
Activity Total			362,000.00	-	-	-	-	362,000.00	362,000.00	-	-	362,000.00	16,711.70	211,791.81	228,503.51
Fleet															
Plant & Fleet Manage															
000657	Plant and Fleet Replacement 2020/2021	100212	-	-	-	-	-	-	-	-	-	-	-	124,264.00	8,442.28
000615	Plant and Fleet Replacement 2021/22	100212	2,167,149.35	1,024,850.65	400,000.00	-	-	3,592,000.00	3,592,000.00	-	-	3,592,000.00	697,270.80	116,590.43	813,861.23
Activity Subtotal			2,167,149.35	1,024,850.65	400,000.00	-	-	3,592,000.00	3,592,000.00	-	-	3,592,000.00	821,154.80	108,148.17	929,692.97
Activity Total			2,167,149.35	1,024,850.65	400,000.00	-	-	3,592,000.00	3,592,000.00	-	-	3,592,000.00	821,154.80	108,148.17	929,692.97
Plant & Equipment															
Depot - Kingaro															
006602	Purchase of Ice Machines	100743	-	-	-	-	-	-	-	-	-	-	-	-	-

Project Code	Project Description	Financial Project	Depreciation	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Developer Contribution	Total Budgeted Revenue	2021/2022 Actual Budget	2021/2022 Committed Projects	First Quarter Budget Adjustments	Total Available Budget	2021/2022 Commitments	2021/2022 Actual Expenditure	2021/2022 Actual Expenditure & Commitments
NRM & Parks															
Aerodrome - Wondai															
005770	CP - Wondai-Aerodrome-Boundary Fence	100523	-	-	-	-	-	-	-	-	-	-	-	190,436.72	190,436.72
activity Subtotal															
Activity Total															
Cemeteries - Wondai															
006528	CP - Wondai Cemetery Expansion	100196	35,000.00	-	-	-	-	35,000.00	35,000.00	-	-	35,000.00	-	535.71	535.71
activity Subtotal															
Cemeteries - Blackbut															
006007	CP - Blackbut-New Columbarium Wall	100196	-	28,000.00	-	-	-	28,000.00	-	28,000.00	-	28,000.00	-	535.71	535.71
activity Subtotal															
Parks & Gardens															
006529	CP - Regional Parks Redevelopment	100202	-	100,000.00	-	-	-	100,000.00	-	100,000.00	-	100,000.00	-	-	-
activity Subtotal															
Saleyards - Cooliburn															
006535	Cooliburn Saleyards-Trough/Yard Repair	100205	150,000.00	-	-	-	-	150,000.00	150,000.00	-	-	150,000.00	320.00	3,831.00	4,151.00
activity Subtotal															
Tourism - Yallakool															
006272	Tourist Park Sign BP/Boondooma	100715	-	-	-	-	-	-	-	-	-	-	-	16,469.22	16,469.22
activity Subtotal															
Tourism - Lake Boon															
006015	CP - Dam-Boondooma Bushhouse Remov	104616	-	-	-	-	-	-	-	-	-	-	-	4,905.71	4,905.71
activity Subtotal															
WAO - COVID Round															
005974	W40COVID-Wondai-Concession Park	100715	-	-	-	-	-	-	-	-	-	-	-	320.00	320.00
005975	W40COVID-Brimma Dam-Bushhouse Relit	100715	-	-	-	-	-	-	-	-	-	-	3,518.18	29,870.49	33,388.67
005983	W40COVID-Regional Tourism - Stables	100714	-	-	-	-	-	-	-	-	-	-	7,524.20	73,582.73	81,106.93
005985	W40COVID-Nangayo-Pioneer Park Playg	100716	-	-	-	-	-	-	-	-	-	-	-	1,900.00	1,900.00
005988	W40COVID-Kingaroy-Apex Park Furnitur	100716	-	-	-	-	-	-	-	-	-	-	-	8,130.00	8,130.00
005992	W40COVID-Pratson-Playground Renewal	100716	-	-	-	-	-	-	-	-	-	-	-	2,946.00	2,946.00
006002	W40COVID-Kingaroy-Youth Public Amenit	100713	-	-	-	-	-	-	-	-	-	-	-	-	-
006016	W40COVID-Dams-Yallakool New Amenit	100715	-	-	-	-	-	-	-	-	-	-	220.00	7,316.57	7,536.57
006271	W40COVID-Yallakool BFDam Contractort	100715	-	-	-	-	-	-	-	-	-	-	-	7,785.91	7,785.91
006464	W40COVID-Kingaroy Greenhouse	100202	-	-	-	-	-	-	-	-	-	-	-	141.00	141.00
activity Subtotal															
WAO - Round 4															
006526	W404-Kingaroy-Perimeter Fence	100757	-	195,000.00	-	-	-	195,000.00	195,000.00	-	-	195,000.00	-	104.54	104.54
006527	W404-Wondai-Perimeter Fence	100757	-	175,000.00	-	-	-	175,000.00	175,000.00	-	-	175,000.00	-	-	-
006530	W404-Kingaroy Lions Park Playground	100757	-	100,000.00	-	-	-	100,000.00	100,000.00	-	-	100,000.00	900.00	12,340.37	12,340.37
006531	W404-Bermark Park Renewal	100757	-	100,000.00	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	274.68	1,174.66
006532	W404-Mungin DE11 Park/Dog Park	100757	-	150,000.00	-	-	-	150,000.00	150,000.00	-	-	150,000.00	-	-	-
006533	W404-Pratson Railway Park Redevelope	100757	-	50,000.00	-	-	-	50,000.00	50,000.00	-	-	50,000.00	-	-	-
006534	W404-Regional Public Amenities Refurb	100757	-	100,000.00	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	-	-
activity Subtotal															
Parks - Kingaroy															
006562	Kroy/Bermark Lions Park Sign	100714	-	-	-	-	-	-	-	-	-	-	900.00	1,474.10	2,425.61
006018	CP Kroy Apex Park Carpark, Path & Path	100202	30,500.00	-	-	-	-	30,500.00	-	30,500.00	-	30,500.00	22,777.51	1,474.10	24,251.61
activity Subtotal															
Parks - Blackbut															
006025	DCP - Blackbut-Skate Park Shade Shelter	100717	-	-	-	-	-	-	-	-	-	-	79,124.55	8,000.00	87,124.55
activity Subtotal															
Rail Trails															
006502	Murgon/Kingaroy-Rail Trail Crossing	100502	22,000.00	-	-	-	-	22,000.00	-	22,000.00	-	22,000.00	17,000.00	-	17,000.00
activity Subtotal															
Activity Total															
195,000.00	190,500.00	-	-	870,000.00	-	-	-	870,000.00	870,000.00	-	-	870,000.00	900.00	12,719.57	13,619.57
Bridges															
006193	STP-Nangayo/StateSchool-PedestrianBric	100215	-	-	-	-	-	-	-	-	-	-	-	562.33	562.33
006194	LRC-Taroneo-PedestrianBridgReplacem	100723	-	-	-	-	-	-	-	-	-	-	-	770.50	770.50
006538	Murgon-Cherbourg/Sawpit/Cobridge Gu	100215	110,000.00	-	-	-	-	110,000.00	110,000.00	-	-	110,000.00	-	-	-
activity Subtotal															
195,000.00	180,500.00	-	-	870,000.00	-	-	-	870,000.00	1,085,000.00	180,500.00	-	1,235,500.00	131,764.44	354,792.91	486,577.35

Project Code	Project Description	Financial Project	Depreciation	Restricated Cash	Proceeds from Sale of Fleet	Grant Funding	Developer Contribution	Total Budgeted Revenue	2021/2022 Adopted Budget	2020/2021 Continued Projects	First Quarter Budget Adjustments	Total Available Budget	2021/2022 Commitments	2021/2022 Actual Expenditure	2021/2022 Actual Expenditure & Commitments	
006540	Cushman-HomecreekLoopRd-1 TimberBridge	100216	-	190,000.00	-	-	-	190,000.00	190,000.00	190,000.00	-	190,000.00	-	-	1,362.83	
KTP																
006284	Kingaroy Transformation Project	100617	-	-	-	-	-	-	300,000.00	-	-	300,000.00	-	62,896.75	66,500.28	131,197.03
006211	KTP-Alford St (Youngman-Glenbriens) Wc	100709	-	-	-	-	-	-	-	-	-	-	25,665.68	441,879.60	471,595.28	
006212	KTP-Alford St(Glendons-Kingaroy)S/Woof	100709	-	-	-	-	-	-	-	-	-	-	419,529.08	1,658,462.58	2,277,991.66	
006213	KTP-Kingaroy St(AlfordSt-HaySt)Works	100709	-	-	-	-	-	-	-	-	-	-	327,271.88	1,118,150.05	1,445,421.93	
006214	KTP-Hay St(KingaroySt-Glenbriens)Works	100709	-	-	-	-	-	-	-	-	-	-	637,818.06	523,324.24	1,161,142.30	
006215	KTP-Hay St(Glenbriens-Youngman)Works	100709	-	-	-	-	-	-	-	-	-	-	1,080,503.15	1,184,943.29	2,265,446.44	
006216	KTP-Glenbriens St(AlfordSt-HaySt)Works	100709	3,300,000.00	907,898.00	-	-	-	7,707,898.00	7,707,898.00	-	-	7,707,898.00	124,930.53	27,865.90	152,787.43	
006229	KTP - Program Management	100709	-	-	-	-	-	-	-	-	-	-	2,228.00	18,937.08	21,165.08	
city Subtotal																
			110,000.00	190,000.00	-	-	-	300,000.00	110,000.00	190,000.00	-	300,000.00	-	1,362.83	1,362.83	
Grav Restret																
006115	RTR-Johnstown-Johnstown Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	-	-	-	
006117	RTR-Goodgen-Neale Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	-	-	-	
006121	LRCH-Nanango-Rural Rd-GR	100723	-	-	-	-	-	-	-	-	-	-	-	-	-	
006127	RTR-Chapinsh-Burna Burn Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006128	Boole-Harcos-Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006129	Hodgesh-Lucas-Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006130	Cushman-Morris-Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006131	Boole-Nystrom-Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006132	Hivesville-Oberles Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006134	Benakin-Williams Rd-GR	100216	-	-	-	-	-	-	-	-	-	-	-	-	-	
006559	Gravel Resurfacing 21/22	100216	50,738.00	450,000.00	-	1,973,358.00	-	2,024,096.00	2,024,096.00	-	-	450,000.00	3,960.96	458,297.96	463,288.92	
006560	RTR-Sunny Nook-Cobbs Hill Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	159,508.60	162,710.60	
006561	RTR-SouthNanango-HazeldeanRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	71,111.37	74,313.37	
006562	RTR-Brocklands-Majors-Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	24,915.55	28,117.55	
006563	RTR-Wooroonbeen-ReddyRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	2,053.28	5,255.28	
006564	RTR-Kingaroy-Mount Wooroonbeen-Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	4,226.09	63,562.79	67,788.79	
006565	RTR-Brocklands-BokleyRd-GR	100221	-	-	-	-	-	-	-	-	-	-	6,556.09	28,963.57	35,549.66	
006571	RTR-Wallogrove-Benah-Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	7,125.00	243,617.18	250,742.18	
006572	RTR-Booke-Haydens-Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	1,930.49	5,132.49	
006573	RTR-Wallogrove-Wilsons-Rd-GR	100221	-	-	-	-	-	-	-	-	-	-	15,402.00	2,705.81	18,107.81	
006574	RTR-Nanango-McNamsaRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	1,930.50	5,132.50	
006577	RTR-Leedale-McEuenRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	1,930.49	5,132.49	
006579	RTR-Wallogrove-PerretsRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	1,930.49	5,132.49	
006590	RTR-Storelands-StorelandsRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	2,705.92	5,907.92	
006591	RTR-Booke-SmithRd-GR	100221	-	-	-	-	-	-	-	-	-	-	3,202.00	2,705.92	5,907.92	
city Subtotal																
			50,738.00	481,000.00	-	1,973,358.00	-	2,024,096.00	2,474,096.00	31,000.00	-	2,505,096.00	-	76,161.40	1,383,714.81	1,338,876.21
Pavement Rehab																
006479	Nazara Road (Wind Farm)	100216	-	-	-	-	-	-	900,000.00	-	-	900,000.00	-	416,437.82	5,817.50	422,255.32
006571	Old Esk Road Blunnen Seal	100490	-	-	-	-	-	-	-	-	-	-	12,272.73	23,331.79	35,604.52	
006194	Kingaroy Pavement Rehabilitation	100216	-	100,000.00	-	-	-	100,000.00	-	100,000.00	-	100,000.00	-	500.00	89,075.67	
006195	Nanango-Merces-Springs(S)BigsRd-Ujgrr	100216	-	964,000.00	-	-	-	964,000.00	-	964,000.00	-	964,000.00	-	80,100.67	80,100.67	
006527	Chermside-Springs Rd-Pavement Rehab	100216	169,500.00	-	-	-	-	169,500.00	169,500.00	-	-	169,500.00	890.00	82,967.60	83,687.60	
006528	Gravelly-Booke-Rd-Pavement Rehab	100216	61,500.00	-	-	-	-	61,500.00	61,500.00	-	-	61,500.00	890.00	19,048.16	19,738.16	
006529	Wooroonbeen-Booke-Rd-Pavement Rehab	100216	172,500.00	-	-	-	-	172,500.00	172,500.00	-	-	172,500.00	890.00	19,048.16	19,738.16	
006531	McLoud-Elbow Rd-Pavement Rehab	100216	150,000.00	-	-	-	-	150,000.00	150,000.00	-	-	150,000.00	4,146.56	17,853.89	22,000.44	
006553	LRCH-Nanango Industrial Estate- Rehab	100723	-	70,000.00	-	-	-	70,000.00	70,000.00	-	-	70,000.00	780,168.89	105,550.89	885,719.88	
006554	LRCH-Kingaroy-Harris Rd- Rehab	100723	-	300,000.00	-	-	-	300,000.00	300,000.00	-	-	300,000.00	37,865.44	166,181.46	204,146.90	
006556	TIDS-Hillemann-Hillemann-CreekRd-N	100726	432,000.00	-	-	-	-	432,000.00	432,000.00	-	-	432,000.00	86,921.81	33,254.27	50,176.08	
006558	TIDS-Kingaroy-Olderbon-S-Carpark-Upgr	100726	135,000.00	-	-	-	-	135,000.00	135,000.00	-	-	135,000.00	33,254.27	33,254.27	33,254.27	
006568	TIDS-Brocklands-KumbahRd-Over	100726	251,062.00	-	-	-	-	251,062.00	251,062.00	-	-	251,062.00	4,330.41	4,330.41	4,330.41	
city Subtotal																
			1,371,562.00	1,134,000.00	-	1,993,062.00	-	3,998,624.00	4,334,624.00	1,064,000.00	-	5,398,624.00	-	1,329,423.25	578,635.74	1,908,063.99
Footpaths & Cyclway																
006059	TIDS-Nanango-Burnett St-Deyton St-PP	100726	-	-	-	-	-	-	-	-	-	-	-	-	-	
006105	DCP-Kumba Bell St-Footpath	100720	-	-	-	-	-	-	-	-	-	-	-	-	-	
006107	Blackbutt CBD Footpath	100727	-	-	-	-	-	-	-	-	-	-	-	-	-	
006509	STIP-Talangs-School-Footpath	100725	-	555,000.00	-	-	-	555,000.00	555,000.00	-	-	555,000.00	-	2,500.00	2,500.00	
006541	STIP-Wonals-School-Footpath	100725	-	-	-	-	-	-	63,500.00	63,500.00	-	63,500.00	1,462.00	12,962.43	13,232.43	
006542	STIP-St Marys-Kentis-Footpath	100725	-	-	-	-	-	-	73,500.00	73,500.00	-	73,500.00	-	12,138.19	13,638.19	
006543	STIP-St Marys-Kentis-Footpath	100725	-	-	-	-	-	-	96,500.00	96,500.00	-	96,500.00	-	11,488.02	11,488.02	
006544	STIP-Kingaroy-Statigh-School-Footpath	100725	-	-	-	-	-	-	53,000.00	53,000.00	-	53,000.00	-	38,650.51	40,315.51	
006545	Various Footpath Replacements	100725	25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	6,741.11	6,741.11	
006546	Murgon-GoreSt-Murgon-Statigh-PP Ren	100727	15,000.00	80,000.00	-	-	-	95,000.00	95,000.00	-	-	95,000.00	-	8,904.18	8,904.18	
006547	Kingaroy-Hay St-Footpath Renewal	100727	10,000.00	70,000.00	-	-	-	80,000.00	80,000.00	-	-	80,000.00	-	2,748.00	2,748.00	
006548	LRCH-Blackbutt CBD Footpath	100726	-	-	-	-	-	-	750,000.00	750,000.00	-	750,000.00	14,954.46	116,335.61	131,290.07	
006569	TIDS-Nanango-Statigh-School-Footpath	100726	25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	9,972.68	9,972.68	
city Subtotal																
			75,000.00	705,000.00	-	1,083,062.00	-	1,843,500.00	1,138,500.00	705,000.00	-	1,843,500.00	-	65,157.46	239,674.88	304,832.34

Project Code	Project Description	Financial Project	Depreciation	Restricted Cash	Proceeds from Sale of Asset	Grant Funding	Developer Contribution	Total Budgeted Revenue	Adopted Budget	2020/2021 Continued Projects	First Quarter Budget Adjustments	Total Available Budget	2021/2022 Commitments	2021/2022 Actual Expenditure	2021/2022 Actual Expenditure & Commitments
Bilumen Resealing															
100217	Bilumen Reseal 2122		883,789.00	-	-	268,000.00	-	1,149,789.00	1,149,789.00	-	-	1,149,789.00	3,662.99	45,116.19	48,779.18
100217	BroadfordBrooklandsPimpibudgetRdR		-	-	-	-	-	-	-	-	-	-	15,032.26	68,112.85	84,145.13
100217	CashmereResealRd		-	-	-	-	-	-	-	-	-	-	17,317.59	66,064.72	83,382.31
100217	CashmereResealRd		-	-	-	-	-	-	-	-	-	-	8,792.72	43,977.32	52,770.04
100218	TDS-Murgon-CherbourgRd-Reseal		-	-	-	-	-	-	-	-	-	-	12,371.06	59,116.00	71,486.06
100218	TDS-Cityona-ChynastWestRd-Reseal		-	-	-	-	-	-	-	-	-	-	1,968.19	27,188.91	29,157.10
100218	TDS-Darling-DarlingMountRd-Reseal		-	-	-	-	-	-	-	-	-	-	25,689.61	29,633.14	55,322.75
100218	TDS-Sunnyvale-EszenmengerRd-Reseal		-	-	-	-	-	-	-	-	-	-	14,410.26	87,531.90	101,942.16
100218	TDS-Inopoi-TompaiRd-Reseal		-	-	-	-	-	-	-	-	-	-	3,733.33	16,993.71	20,727.04
100218	TDS-Greenview-JurgensRd-Reseal		-	-	-	-	-	-	-	-	-	-	10,524.02	15,993.71	26,517.73
100218	TDS-Kingaroy-MoonyahRd-Reseal		-	-	-	-	-	-	-	-	-	-	9,500.06	9,500.06	19,000.12
100218	TDS-Kingaroy-SomersRd-Reseal		-	-	-	-	-	-	-	-	-	-	10,867.19	12,149.88	23,017.07
100218	TDS-Chelford-SpringRd-Reseal		-	-	-	-	-	-	-	-	-	-	10,524.02	43,132.91	53,656.93
100217	Crawford-CrawfordRd-Reseal		-	-	-	-	-	-	-	-	-	-	13,636.36	1,137.97	14,774.33
100217	Kingaroy-GendensRd-Reseal		-	-	-	-	-	-	-	-	-	-	40,369.09	7,330.55	48,239.64
100217	Kingaroy-QueensRd-Reseal		-	-	-	-	-	-	-	-	-	-	13,636.36	1,683.07	15,319.43
	activity Subtotal		883,789.00	-	-	268,000.00	-	1,149,789.00	1,149,789.00	-	-	1,149,789.00	186,691.15	538,828.81	725,519.96
General															
100219	Town Entry Signs		-	-	-	-	-	250,000.00	250,000.00	-	-	250,000.00	4,800.00	422.20	5,222.20
100219	Advanced Design Forward Programme De		250,000.00	-	-	-	-	250,000.00	250,000.00	-	-	250,000.00	-	-	-
100226	Blackspot-Glendon/MarkweSI-SafetyUpgr		-	-	-	383,500.00	-	383,500.00	383,500.00	-	-	383,500.00	-	37,626.86	37,626.86
	activity Subtotal		250,000.00	-	-	383,500.00	-	633,500.00	633,500.00	-	-	633,500.00	4,800.00	38,049.06	42,849.06
Urban Drainage															
100723	LRC-Kingaroy/Alford Street/Drainage		-	-	-	-	-	-	-	-	-	-	3,027.10	74,220.05	77,247.15
100719	Murgon-Cobb St South/Drainage		-	-	-	-	-	5,000.00	5,000.00	5,000.00	-	5,000.00	-	98,058.98	103,058.98
100215	Wonda-Bramston St/Drainage		-	5,000.00	-	-	-	5,000.00	5,000.00	-	-	5,000.00	-	18,028.03	23,028.03
100215	Nanango-Gipps St/Drainage		-	-	-	-	-	45,000.00	45,000.00	-	-	45,000.00	-	3,356.67	48,356.67
100215	Murgon-Palmer St East- K&C Replacemer		45,000.00	-	-	-	-	45,000.00	45,000.00	-	-	45,000.00	832.50	2,891.98	3,724.48
	activity Subtotal		45,000.00	5,000.00	-	-	-	90,000.00	45,000.00	5,000.00	-	90,000.00	3,859.60	196,965.71	200,825.31
	Activity Total		6,086,089.00	3,422,886.00	-	8,149,426.00	900,000.00	19,586,407.00	17,863,407.00	1,996,000.00	-	19,586,407.00	4,360,760.99	7,076,876.84	11,429,636.83
Water Services															
KTP															
100048	KTP-Alford St (Youngman-GlendonSt)-WH		425,000.00	-	-	-	-	425,000.00	425,000.00	-	-	425,000.00	-	5,999.93	5,999.93
100710	KTP - Alford St (Glendon - Short St) WMR		-	-	-	-	-	8,050.00	8,050.00	-	-	8,050.00	-	80,135.50	88,185.50
100710	KTP - Kingaroy (Alford - Haly St) WMR		230,000.00	-	-	-	-	230,000.00	230,000.00	-	-	230,000.00	-	53,235.22	283,235.22
100710	KTP - Haly (Kingaroy - Glendon St) WMR		-	-	-	-	-	17,050.91	17,050.91	-	-	17,050.91	-	115,522.36	132,573.27
100710	KTP - Haly St (Glendon - Youngmans) W		-	-	-	-	-	7,000.78	7,000.78	-	-	7,000.78	-	236,376.89	243,377.67
100710	KTP-Glendon St (Alford to Haly St)-WMR		-	-	-	-	-	6,400.00	6,400.00	-	-	6,400.00	-	2,813.17	9,213.17
	activity Subtotal		685,000.00	-	-	-	-	685,000.00	685,000.00	-	-	685,000.00	38,509.69	477,872.29	612,881.98
Water - General Oper															
100225	SI - PC, SCADA & Telemetry WATER		175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	30,457.50	4,099.61	34,557.11
	activity Subtotal		175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	30,457.50	4,099.61	34,557.11
Water - Kingaroy															
100227	KWS-Youngman St (Vemmen to DI PS) W		-	-	-	-	-	-	-	-	-	-	1,398.75	1,398.75	
100227	Gordonbrook WTP - Post Con Contract W		-	-	-	-	-	-	-	-	-	-	46,089.85	110,724.54	
100225	Water Meter Replacement Program - 202		-	-	-	-	-	-	-	-	-	-	64,625.69	182.53	
100227	Gordonbrook Dam AFC Design Works		-	-	-	-	-	-	-	-	-	-	39,920.99	48,610.49	
100227	KWS-WMR, Youngman St Nth		-	-	-	-	-	-	-	-	-	-	2,701.23	2,701.23	
100227	KWS-Gordonbrook Dam PSA Renewals		100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	2,320.00	
100227	Gordonbrook Off Stream Storage Design		375,000.00	-	-	-	-	375,000.00	375,000.00	-	-	375,000.00	-	26,890.74	
100225	Water Meter Replacement Program - 212		100,000.00	-	-	-	-	100,000.00	100,000.00	-	-	100,000.00	-	22,343.11	
100227	Gordonbrook Dam Emergency Repairs 20		-	-	-	-	-	-	-	-	-	-	38,660.00	4,480.00	
100227	Gordonbrook Hydrological Modelling		-	-	-	-	-	-	-	-	-	-	-	-	
	activity Subtotal		675,000.00	-	-	-	-	675,000.00	675,000.00	-	-	675,000.00	206,577.60	116,094.71	351,672.21
Water - Kumba															
100228	KWS-Stuart River Bore Pumps		30,000.00	-	-	-	-	30,000.00	30,000.00	-	-	30,000.00	-	24,739.76	24,739.76
100228	KuWS-Stuart River Bores P&I		25,000.00	-	-	-	-	25,000.00	25,000.00	-	-	25,000.00	-	-	-
	activity Subtotal		55,000.00	-	-	-	-	55,000.00	55,000.00	-	-	55,000.00	24,739.76	-	24,739.76
Water - Nanango															
100230	Watermain Replacement Birdie St Nanang		-	-	-	-	-	-	-	-	-	-	-	-	-
100230	Watermain Replacement Eagle St Nanang		-	-	-	-	-	-	-	-	-	-	-	-	-
	activity Subtotal		-	-	-	-	-	-	-	-	-	-	-	-	-
Water - Proston															
100231	Proston-SCADA Platform Update		-	100,000.00	-	-	-	100,000.00	100,000.00	100,000.00	-	100,000.00	-	79,171.67	100,161.45

Project Code	Project Description	Financial Project	Depreciation	Residual Cash	Proceeds from Sale of Plant	Grant Funding	Developer Contribution	Total Budgeted Revenue	2021/2022 Adopted Budget	2020/2021 Conditioned Projects	First Quarter Budget Adjustments	Total Available Budget	2021/2022 Actual Expenditure & Commitments	2021/2022 Actual Expenditure & Commitments
Water - Wondai														
00056	Wondai-SCADA Platform Update	100233	-	-	-	-	-	-	-	-	-	100,000.00	20,982.78	79,171.67
00060	WWS-Midway SI (Ridge/Scott)	100233	-	-	-	-	-	-	-	-	-	-	4,504.50	32,057.50
00607	WWS-Raw Water PS SB	100233	200,000.00	-	-	-	-	200,000.00	200,000.00	-	-	200,000.00	34,946.46	34,946.46
Activity Subtotal														
200,000.00														
Activity Total														
1,660,000.00														
Wastewater Services														
KTP														
00620	KTP - Recycled Water Line	100753	300,000.00	-	-	-	-	300,000.00	300,000.00	-	-	300,000.00	831.06	831.06
Activity Subtotal														
300,000.00														
Wastewater - General														
00626	Update Scada/Cyber Security	100275	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	13,860.00	23,177.17
00624	SI, PC, SCADA & Telemetry WASTEWAT	100275	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	13,860.00	23,177.17
Activity Subtotal														
175,000.00														
Wastewater - Kingaro														
00609	KWW-KWWTP PSA Renewals	100236	130,000.00	-	-	-	-	130,000.00	130,000.00	-	-	130,000.00	2,320.00	2,320.00
00611	KWW-River Rd Siphon	100236	70,000.00	-	-	-	-	70,000.00	70,000.00	-	-	70,000.00	2,320.00	2,320.00
00612	KWW-River Rd SPSS SB Renewal	100236	140,000.00	-	-	-	-	140,000.00	140,000.00	-	-	140,000.00	2,319.00	4,639.00
Activity Subtotal														
340,000.00														
Wastewater - Narengo														
00613	NWW-South SI SPSS Renewal	100238	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	2,341.00	2,320.00
Activity Subtotal														
175,000.00														
CEP - Preston														
00610	BDWW-WWTP1 SB Renewal	100239	210,000.00	-	-	-	-	210,000.00	210,000.00	-	-	210,000.00	2,341.00	2,320.00
Activity Subtotal														
210,000.00														
Wastewater - Wondai														
00604	Wondai-SCADA-STPWWTP	100240	175,000.00	100,000.00	-	-	-	100,000.00	175,000.00	100,000.00	-	100,000.00	71,828.60	48,675.10
00614	WWW-Hodge SI SPSS SB	100240	175,000.00	-	-	-	-	175,000.00	175,000.00	-	-	175,000.00	2,369.00	2,320.00
Activity Subtotal														
175,000.00														
Activity Total														
1,165,000.00														
Waste														
Waste Management - R														
00660	Maldenwell Transfer Station	100241	350,000.00	-	-	-	-	350,000.00	350,000.00	-	-	350,000.00	81,963.33	174,606.95
Activity Subtotal														
350,000.00														
Activity Total														
350,000.00														
Grand Total														
12,305,238.35														
6,008,248.65														
400,000.00														
10,879,420.00														
900,000.00														
31,292,907.00														
27,942,407.00														
3,350,500.00														
6,330,712.12														
8,992,281.61														
15,322,993.73														

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.

3.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 30 November 2021 was \$29,627,016 made up of borrowings in the following departments:

Department	Borrowings
NRM & Parks	\$ 486,735
Finance	\$ 701,549
Property	\$ 645,812
Economic Development	\$ 308,868
Environment & Waste	\$ 626,531
Infrastructure	\$ 10,168,995
Water & Wastewater	\$ 16,688,526
Total	\$ 29,627,016

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

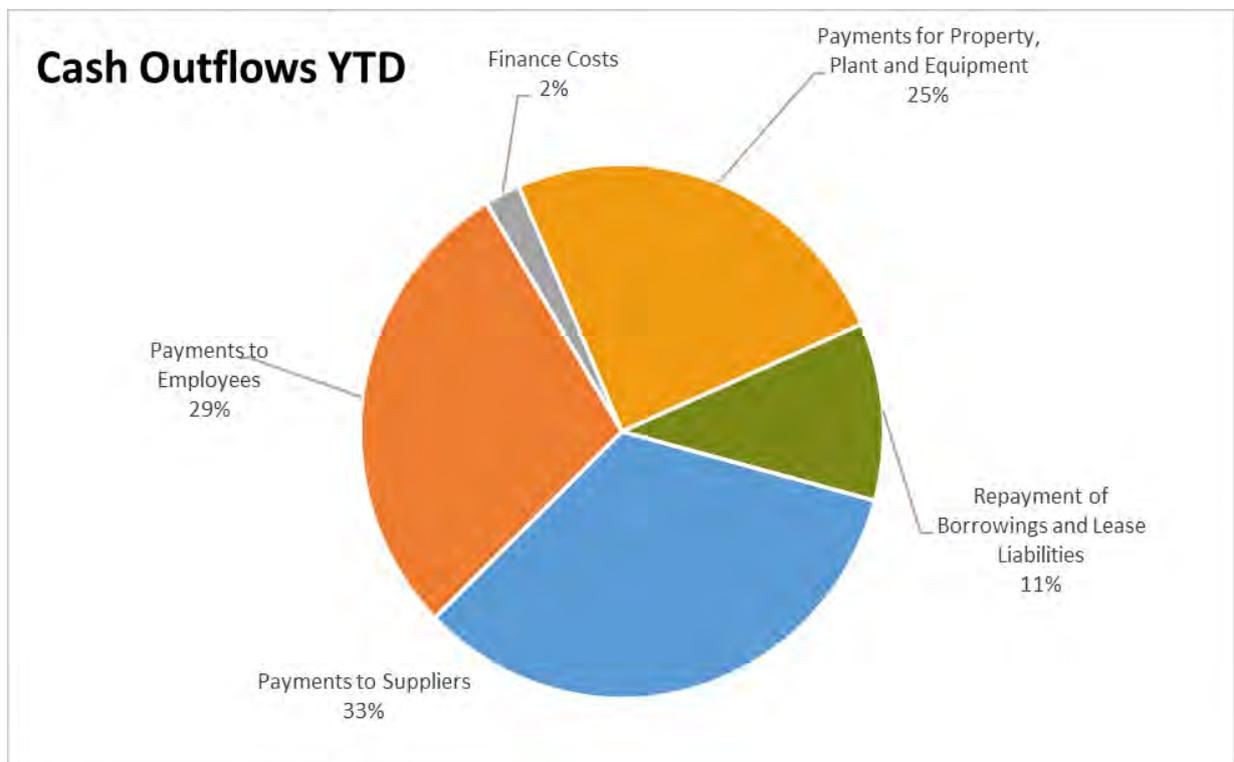
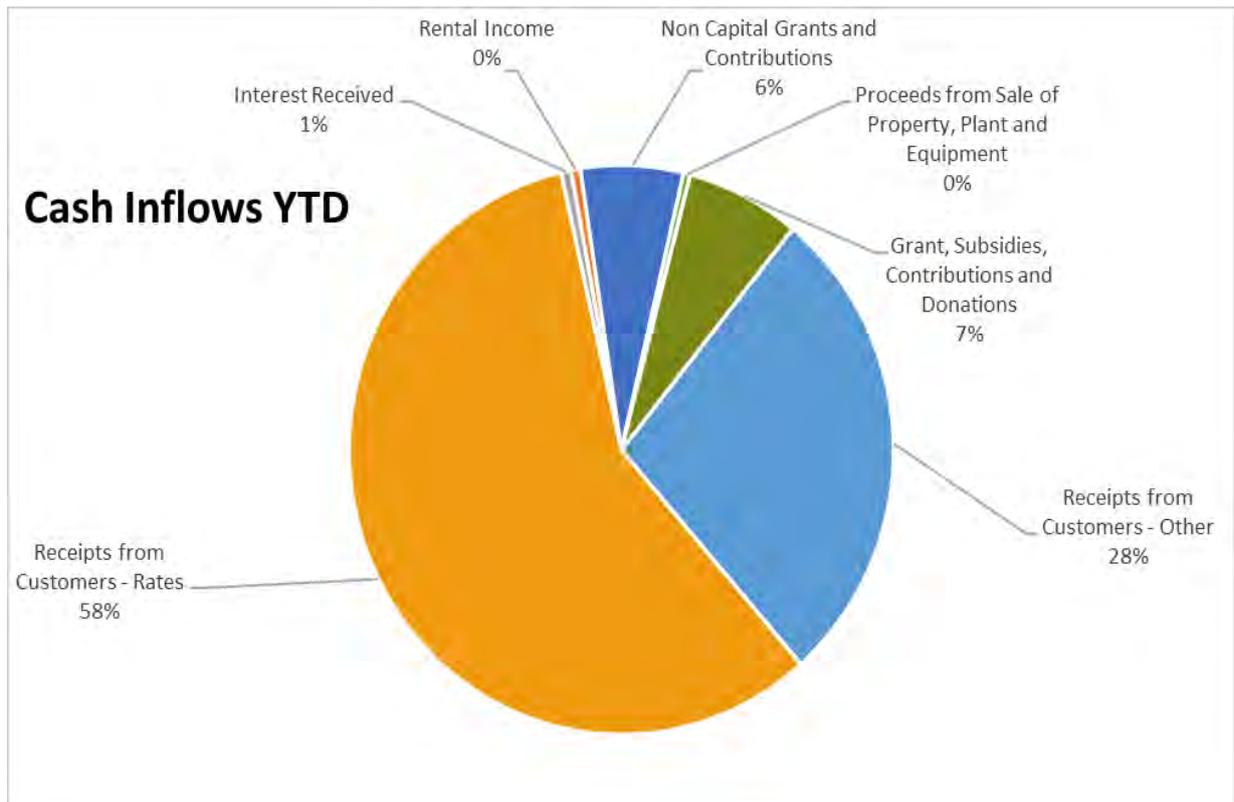
Provisions are made up of landfill and gravel pit expected restoration costs and employee long service leave. Provisions will be impacted by discount rates and end of year calculations.

3.3.5 Other Liabilities

Other liabilities are made up of the State Waste Levy payment received in advance and prepaid rates.

4.0 Interim Cash Flow

Monthly Cashflow	July	Aug	Sept	Oct	Nov	YTD	Original Budget	YTD vs Budget %
Cash Flows from Operating Activities								
Receipts from Customers	\$7,740,573	\$5,473,469	\$19,087,821	\$3,421,024	\$1,568,860	\$37,291,747	\$66,555,854	56%
Payments to Suppliers and Employees	(\$7,199,511)	(\$2,883,322)	(\$5,547,552)	(\$4,362,415)	(\$2,703,511)	(\$22,696,310)	(\$54,374,649)	42%
	\$541,062	\$2,590,147	\$13,540,269	(\$941,390)	(\$1,134,650)	\$14,595,437	\$12,181,205	
Interest Received	\$50,425	\$19,095	\$31,205	\$97,374	\$59,547	\$257,647	\$630,500	41%
Rental Income	\$44,411	\$33,553	\$60,462	\$32,317	\$72,570	\$243,312	\$393,500	62%
Non Capital Grants and Contributions	\$122,291	\$936,617	\$211,338	\$64,961	\$1,317,730	\$2,652,938	\$7,561,978	35%
Finance Costs	(\$163,728)	(\$173,344)	(\$155,544)	(\$155,090)	(\$156,710)	(\$804,415)	(\$1,562,081)	51%
Net Cash Inflow (Outflow) from Operating Activities	\$594,462	\$3,406,068	\$13,687,731	(\$901,828)	\$158,487	\$16,944,919	\$19,205,102	88%
Cash Flows from Investing Activities								
Payments for Property, Plant and Equipment	(\$805,786)	(\$1,848,068)	(\$2,439,391)	(\$2,025,043)	(\$1,970,882)	(\$9,089,170)	(\$31,292,907)	29%
Payments for Intangible Assets	\$4,276	-	-	-	-	\$4,276	-	0%
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	-	-	
Proceeds from Sale of Property, Plant and Equipment	-	-	\$42,091	-	\$134,364	\$176,455	\$400,000	44%
Grant, Subsidies, Contributions and Donations	\$10,000	\$2,939	\$103,750	(\$28,618)	\$2,851,382	\$2,939,453	\$11,779,420	25%
Net Cash Inflow (Outflow) from Investing Activities	(\$791,510)	(\$1,845,129)	(\$2,293,550)	(\$2,053,660)	\$1,014,863	(\$5,968,986)	(\$19,113,487)	31%
Cash Flows from Financing Activities								
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	-	-	
Repayment of Borrowings and Leasing Liabilities	\$128,499	\$128,499	(\$4,408,368)	\$116,363	\$112,609	(\$3,922,397)	(\$3,100,861)	126%
Net Cash Inflow (Outflow) from Financing Activities	\$128,499	\$128,499	(\$4,408,368)	\$116,363	\$112,609	(\$3,922,397)	(\$3,100,861)	126%
Cash and Cash Equivalents at the Beginning of the Period	\$41,003,342	\$40,934,792	\$42,624,231	\$49,610,044	\$46,770,919	\$41,003,342	\$39,507,713	
Net Increase (Decrease) in Cash and Cash Equivalents Held	(\$68,550)	\$1,689,439	\$6,985,813	(\$2,839,126)	\$1,285,959	\$7,053,536	(\$3,009,246)	
Cash and Cash Equivalents at the End of the Period	\$40,934,792	\$42,624,231	\$49,610,044	\$46,770,919	\$48,056,877	\$48,056,877	\$36,498,468	
Restricted Cash	\$27,075,324	\$27,025,646	\$27,025,646	\$25,721,031	\$25,529,106	\$25,529,106		
Cash Available for Use	\$13,859,468	\$15,598,585	\$22,584,398	\$21,049,888	\$22,527,771	\$22,527,771		



5.0 Interim Changes in Equity

	<i>Jul-21</i>	<i>Aug-21</i>	<i>Sep-21</i>	<i>Oct-21</i>	<i>Nov-21</i>	<i>YTD</i>
	\$	\$	\$	\$	\$	\$
Asset Revaluation Surplus						
Opening Balance	435,309,599	435,309,599	435,309,599	435,309,599	435,309,599	435,309,599
Incl/(dec) in asset revaluation surplus	-	-	-	-	-	-
Closing Balance	435,309,599	435,309,599	435,309,599	435,309,599	435,309,599	435,309,599
Retained Surplus						
Opening Balance	432,480,675	427,797,451	450,128,161	443,014,039	438,467,521	432,480,675
Restricted Cash Released	-	-	-	-	-	-
Net Result	- 4,683,224	22,330,710	- 7,114,122	- 4,546,518	- 1,211,680	4,775,166
Closing Balance	427,797,451	450,128,161	443,014,039	438,467,521	437,255,841	437,255,841
Total Community Equity	863,107,050	885,437,760	878,323,638	873,777,120	872,565,441	872,565,441

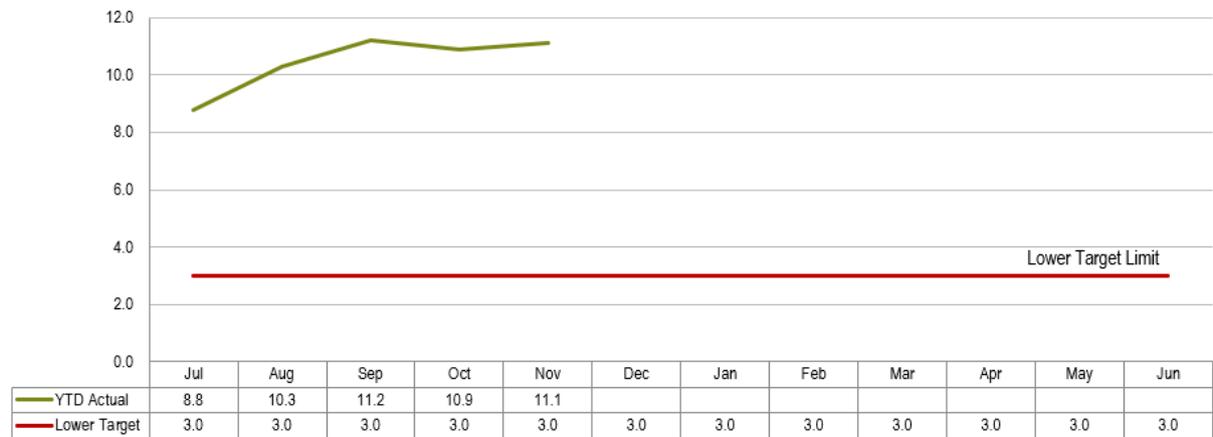
6.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

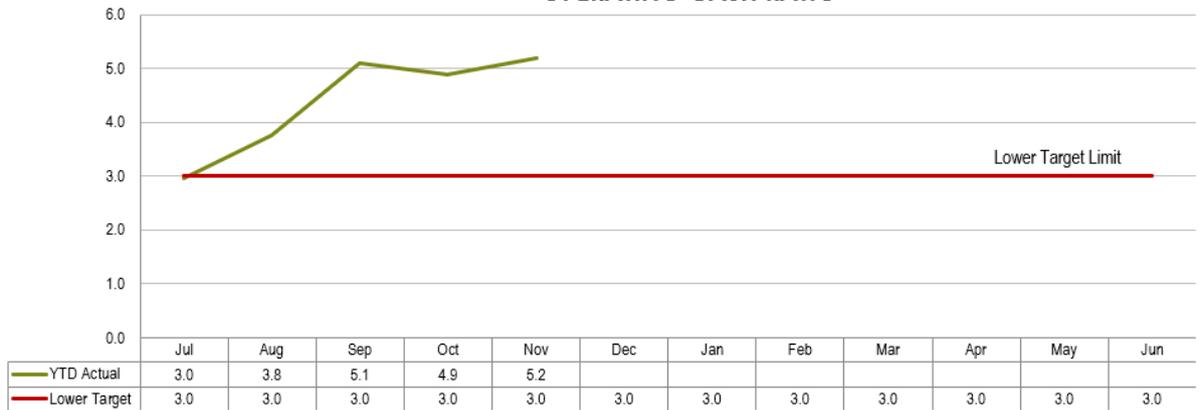
Ratio	Description	Formula	SBRC's Target	Status	Nov-21
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	11.10
Operating Cash 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	✓	5.20
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	✓	3.28
Funded Long-Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non} - \text{Current Borrowings}}$	Target greater than or equal to 59%	✓	92.16%
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	5.81%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	48.06
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non} - \text{Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	3.18%
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%	✓	1.86%

The ratios at the end of November are all within their respective targets.

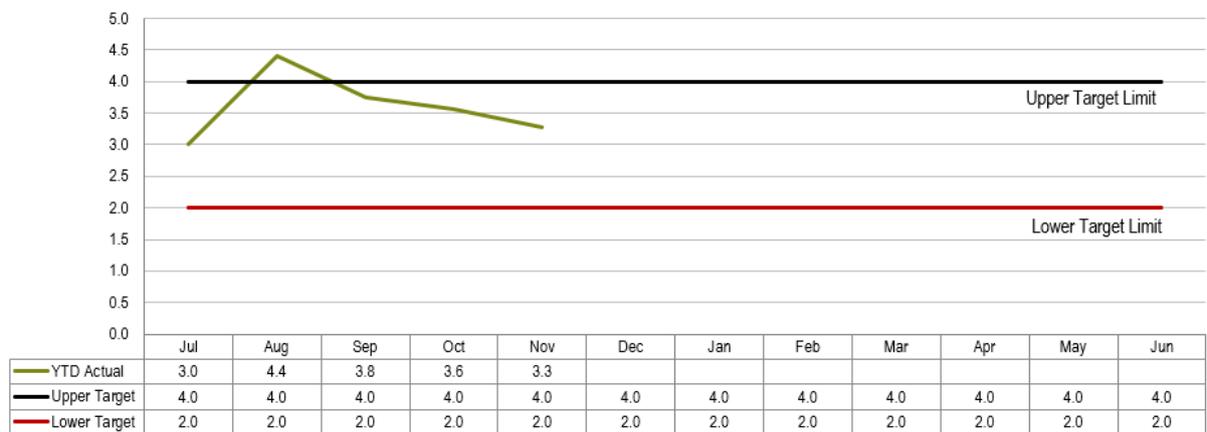
CASH RATIO



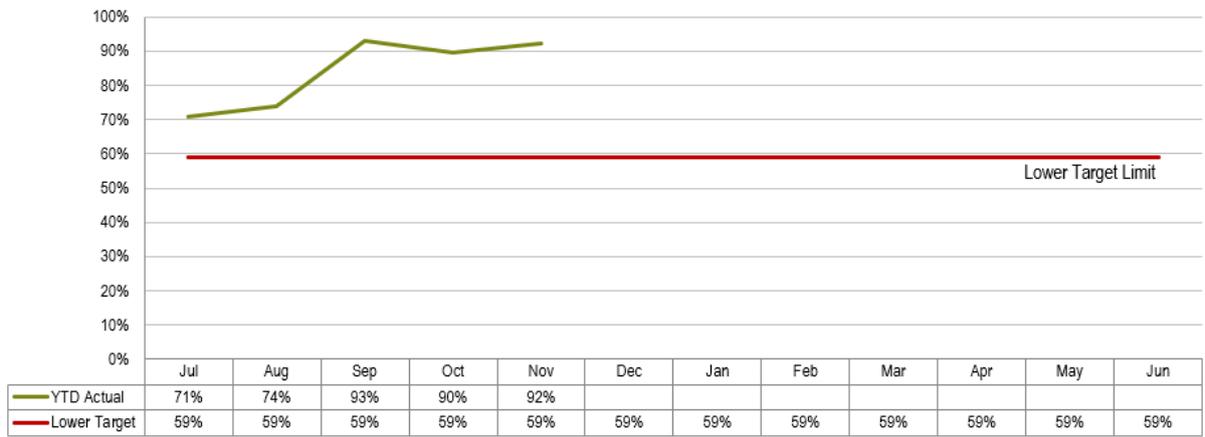
OPERATING CASH RATIO



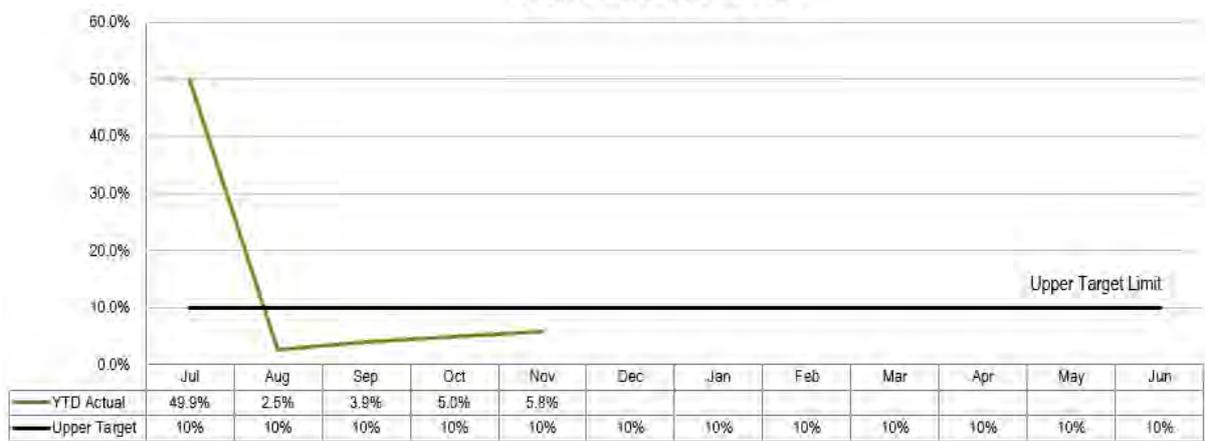
CURRENT RATIO



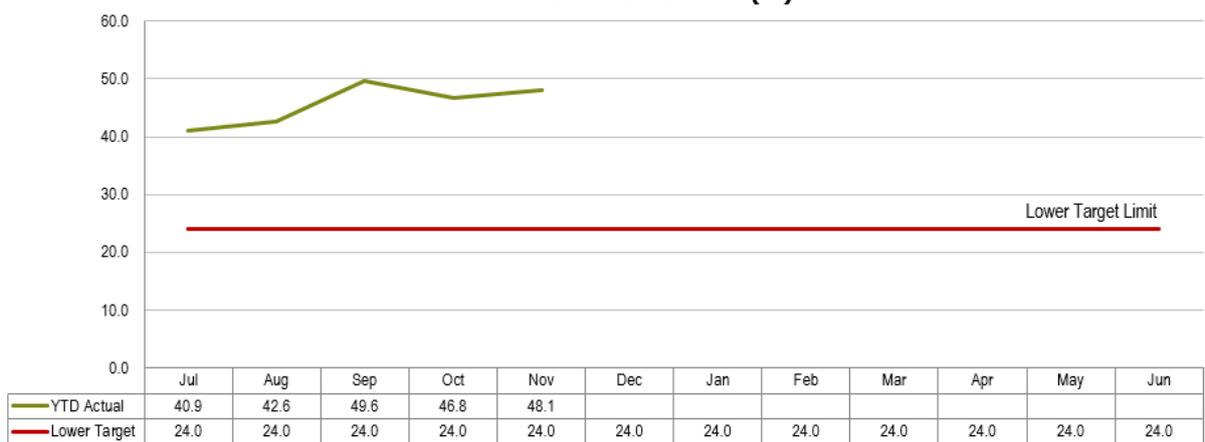
FUNDED LONG-TERM LIABILITIES



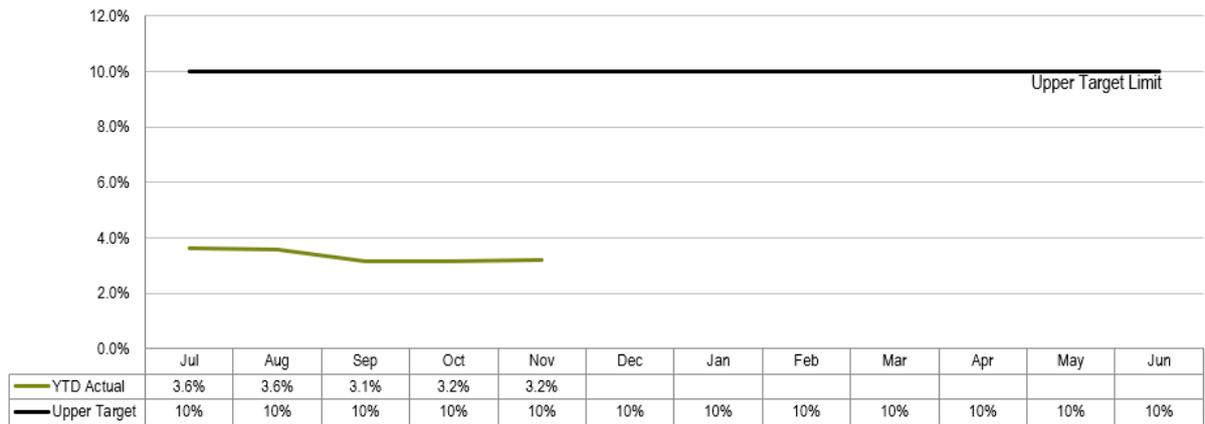
DEBT SERVICING RATIO



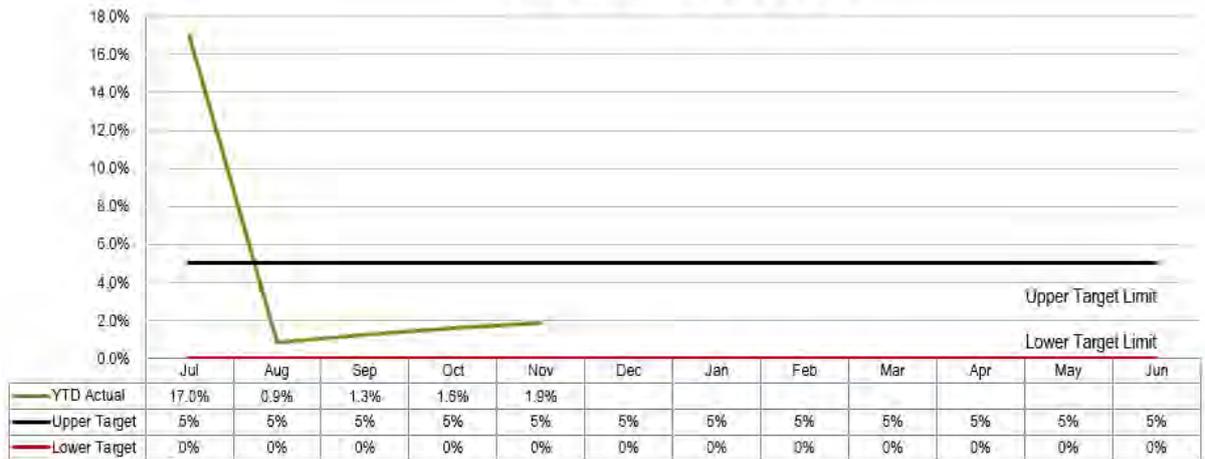
CASH BALANCE (M)



DEBT TO ASSET RATIO



INTEREST COVERAGE 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 2021/2022 to 2030/2031. 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 revised long term financial forecast is based off the original budget for the 2021/2022 year.

7.1 Income and Expenditure Statements

	Year 2 2022/2023	Year 3 2023/2024	Year 4 2024/2025	Year 5 2025/2026
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	53,480,039	55,353,791	57,305,127	59,337,787
Fees and Charges	4,669,555	4,747,316	4,826,384	4,906,783
Rental Income	384,350	390,884	397,531	404,290
Interest Received	632,805	635,133	637,484	639,858
Sales Revenue	3,067,934	3,120,090	3,173,132	3,227,076
Other Income	779,203	792,449	805,922	819,625
Grants, Subsidies, Contributions and Donations	7,696,017	7,672,855	7,750,502	7,828,968
	70,709,903	72,712,518	74,896,082	77,164,387
Capital Revenue				
Grants, Subsidies, Contribution and Donations	12,919,291	5,124,358	2,535,581	4,912,610
Total Income	83,629,194	77,836,876	77,431,663	82,076,997
Expenses				
Recurrent Expenses				
Employee Benefits	25,479,700	25,989,960	26,510,434	27,041,333
Materials and Services	23,989,771	24,397,789	24,811,047	25,231,334
Finance Costs	1,960,453	1,836,509	1,809,331	1,812,036
Depreciation and Amortisation	21,491,712	21,591,191	21,721,648	21,825,260
	72,921,635	73,815,449	74,852,460	75,909,963
Capital Expense	(406,800)	(413,716)	(420,749)	(427,902)
Total Expense	72,514,835	73,401,733	74,431,711	75,482,061
Net Result	11,114,359	4,435,143	2,999,952	6,594,936
Net Operating Result	(2,211,732)	(1,102,931)	43,622	1,254,424

	Year 6 2026/2027	Year 7 2027/2028	Year 8 2028/2029	Year 9 2029/2030	Year 10 2030/2031
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	61,455,706	63,663,035	65,964,139	68,363,637	70,866,380
Fees and Charges	4,988,523	5,071,667	5,156,179	5,242,112	5,329,478
Rental Income	411,163	418,153	425,261	432,490	439,843
Interest Received	646,256	652,718	659,244	665,836	672,495
Sales Revenue	3,281,936	3,337,729	3,394,470	3,452,177	3,510,864
Other Income	833,558	847,728	862,138	876,793	891,698
Grants, Subsidies, Contributions and Donations	7,908,260	7,988,389	8,069,361	8,151,188	8,233,876
	<u>79,525,402</u>	<u>81,979,419</u>	<u>84,530,792</u>	<u>87,184,233</u>	<u>89,944,634</u>
Capital Revenue					
Grants, Subsidies, Contribution and Donations	4,912,610	4,912,610	4,912,610	4,912,610	4,912,610
	<u>4,912,610</u>	<u>4,912,610</u>	<u>4,912,610</u>	<u>4,912,610</u>	<u>4,912,610</u>
Total Income	<u>84,438,012</u>	<u>86,892,029</u>	<u>89,443,402</u>	<u>92,096,843</u>	<u>94,857,244</u>
Expenses					
Recurrent Expenses					
Employee Benefits	27,582,851	28,135,214	28,698,637	29,273,331	29,859,544
Materials and Services	25,658,729	26,093,385	26,535,428	26,985,013	27,442,227
Finance Costs	1,649,881	1,497,181	1,338,849	1,179,329	1,013,124
Depreciation and Amortisation	21,935,902	22,050,964	22,424,944	22,596,759	22,767,641
	<u>76,827,363</u>	<u>77,776,744</u>	<u>78,997,858</u>	<u>80,034,432</u>	<u>81,082,536</u>
Capital Expense	(435,176)	(442,574)	(450,098)	(457,750)	(465,532)
	<u>(435,176)</u>	<u>(442,574)</u>	<u>(450,098)</u>	<u>(457,750)</u>	<u>(465,532)</u>
Total Expense	<u>76,392,187</u>	<u>77,334,170</u>	<u>78,547,760</u>	<u>79,576,682</u>	<u>80,617,004</u>
Net Result	<u>8,045,825</u>	<u>9,557,859</u>	<u>10,895,642</u>	<u>12,520,161</u>	<u>14,240,240</u>
Net Operating Result	<u>2,698,039</u>	<u>4,202,675</u>	<u>5,532,934</u>	<u>7,149,801</u>	<u>8,862,098</u>

7.2 Financial Position

	Year 2 2022/2023	Year 3 2023/2024	Year 4 2024/2025	Year 5 2025/2026
Assets				
Current Assets				
Cash and Cash Equivalents	\$ 37,151,450	\$ 39,157,742	\$ 42,600,360	\$ 43,851,635
Receivables	\$ 5,825,002	\$ 5,908,812	\$ 6,088,672	\$ 6,370,944
Inventories	\$ 756,986	\$ 749,416	\$ 741,922	\$ 734,503
Total Current Assets	\$ 43,733,438	\$ 45,815,970	\$ 49,430,955	\$ 50,957,081
Non-Current Assets				
Receivables - Non-Current	\$ 708,848	\$ 512,314	\$ 315,780	\$ 8,352
Infrastructure, Property, Plant and Equipment	\$ 883,685,293	\$ 888,224,205	\$ 890,714,337	\$ 892,756,273
Intangible Assets	\$ 6,234,639	\$ 6,234,639	\$ 6,234,639	\$ 6,234,639
Right Of Use Assets	\$ 806,831	\$ 775,853	\$ 746,738	\$ 717,624
Total Non-Current Assets	\$ 891,435,611	\$ 895,747,011	\$ 898,011,494	\$ 899,716,888
Total Assets	\$ 935,169,050	\$ 941,562,981	\$ 947,442,449	\$ 950,673,969
Liabilities				
Current Liabilities				
Payables	\$ 7,199,564	\$ 7,238,033	\$ 7,278,915	\$ 7,320,335
Borrowings	\$ 3,284,988	\$ 3,441,088	\$ 3,243,824	\$ 3,398,249
Provisions	\$ 3,796,586	\$ 3,790,463	\$ 3,834,170	\$ 3,874,638
Unearned Revenue	\$ 2,354,174	\$ 2,377,716	\$ 2,401,493	\$ 2,425,508
Total Current Liabilities	\$ 16,635,312	\$ 16,847,300	\$ 16,758,402	\$ 17,018,730
Non-Current Liabilities				
Payables - Non-Current	\$ 823,767	\$ 802,242	\$ 780,138	\$ 757,439
Borrowings - Non-Current	\$ 24,731,982	\$ 26,165,618	\$ 28,755,426	\$ 24,915,121
Provisions - Non-Current	\$ 13,596,939	\$ 13,931,627	\$ 14,332,337	\$ 14,571,598
Unearned Revenue	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 39,152,688	\$ 40,899,487	\$ 43,867,901	\$ 40,244,158
Total Liabilities	\$ 55,788,000	\$ 57,746,788	\$ 60,626,303	\$ 57,262,888
Net Assets	\$ 879,381,050	\$ 883,816,193	\$ 886,816,145	\$ 893,411,081
Equity				
Retained Earnings	\$ 451,927,367	\$ 456,362,510	\$ 459,362,462	\$ 465,957,398
Revaluation Reserve	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Total Equity	\$ 879,381,050	\$ 883,816,193	\$ 886,816,145	\$ 893,411,081

	Year 6 2026/2027	Year 7 2027/2028	Year 8 2028/2029	Year 9 2029/2030	Year 10 2030/2031
Assets					
Current Assets					
Cash and Cash Equivalents	\$ 45,566,712	\$ 49,429,734	\$ 47,246,401	\$ 50,654,510	\$ 54,586,088
Receivables	\$ 6,651,113	\$ 7,032,983	\$ 7,520,526	\$ 8,117,906	\$ 8,829,486
Inventories	\$ 727,158	\$ 719,886	\$ 712,687	\$ 705,560	\$ 698,506
Total Current Assets	\$ 52,944,983	\$ 57,182,603	\$ 55,479,614	\$ 59,477,977	\$ 64,114,080
Non-Current Assets					
Receivables - Non-Current	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure, Property, Plant and Equipment	\$ 895,246,786	\$ 897,399,656	\$ 906,583,160	\$ 911,556,257	\$ 916,184,884
Intangible Assets	\$ 6,234,639	\$ 6,234,639	\$ 6,234,639	\$ 6,234,639	\$ 6,234,639
Right Of Use Assets	\$ 688,509	\$ 659,520	\$ 630,530	\$ 601,540	\$ 572,550
Total Non-Current Assets	\$ 902,169,934	\$ 904,293,815	\$ 913,448,329	\$ 918,392,436	\$ 922,992,073
Total Assets	\$ 955,114,917	\$ 961,476,418	\$ 968,927,943	\$ 977,870,413	\$ 987,106,153
Liabilities					
Current Liabilities					
Payables	\$ 7,362,161	\$ 7,404,670	\$ 7,447,739	\$ 7,491,376	\$ 7,535,587
Borrowings	\$ 3,031,562	\$ 3,169,602	\$ 3,215,130	\$ 3,362,331	\$ 3,509,532
Provisions	\$ 3,846,907	\$ 3,955,229	\$ 4,081,712	\$ 5,249,783	\$ 6,570,219
Unearned Revenue	\$ 2,449,763	\$ 2,474,261	\$ 2,499,003	\$ 2,523,993	\$ 2,549,233
Total Current Liabilities	\$ 16,690,393	\$ 17,003,762	\$ 17,243,584	\$ 18,627,483	\$ 20,164,571
Non-Current Liabilities					
Payables - Non-Current	\$ 734,264	\$ 710,463	\$ 686,021	\$ 660,920	\$ 635,140
Borrowings - Non-Current	\$ 21,293,558	\$ 17,533,958	\$ 13,728,830	\$ 9,776,499	\$ 5,676,968
Provisions - Non-Current	\$ 14,939,796	\$ 15,213,470	\$ 15,359,101	\$ 14,374,943	\$ 11,958,666
Unearned Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 36,967,618	\$ 33,457,891	\$ 29,773,952	\$ 24,812,362	\$ 18,270,774
Total Liabilities	\$ 53,658,011	\$ 50,461,653	\$ 47,017,536	\$ 43,439,845	\$ 38,435,345
Net Assets	\$ 901,456,906	\$ 911,014,766	\$ 921,910,407	\$ 934,430,568	\$ 948,670,808
Equity					
Retained Earnings	\$ 474,003,223	\$ 483,561,083	\$ 494,456,724	\$ 506,976,885	\$ 521,217,125
Revaluation Reserve	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Total Equity	\$ 901,456,906	\$ 911,014,766	\$ 921,910,407	\$ 934,430,568	\$ 948,670,808

7.3 Cash Flow

	Year 2 2022/2023	Year 3 2023/2024	Year 4 2024/2025	Year 5 2025/2026
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 69,101,800	\$ 67,572,724	\$ 69,641,441	\$ 71,899,632
Interest Received	\$ 632,805	\$ 635,133	\$ 637,484	\$ 639,858
Rental Income	\$ 384,350	\$ 390,884	\$ 397,531	\$ 404,290
Non-Capital Grants and Contributions	\$ 7,696,017	\$ 7,672,855	\$ 7,750,502	\$ 7,828,968
<i>Payments:</i>				
Payment to Suppliers	-\$ 54,003,192	-\$ 54,002,612	-\$ 54,886,334	-\$ 56,071,089
Borrowing Costs	-\$ 1,414,981	-\$ 1,291,052	-\$ 1,263,889	-\$ 1,266,609
Net Cash Provided (or Used) in Operating Activities	\$ 22,396,799	\$ 20,977,932	\$ 22,276,735	\$ 23,435,050
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 406,800	\$ 413,716	\$ 420,749	\$ 427,902
Grants, Subsidies, Contributions and Donations	\$ 12,919,291	\$ 5,124,358	\$ 2,535,581	\$ 4,912,610
<i>Payments:</i>				
Payments for PPE	-\$ 32,610,853	-\$ 26,099,450	-\$ 24,182,991	-\$ 23,838,407
Net Cash Provided (or Used) in Investing Activities	-\$ 19,284,762	-\$ 20,561,376	-\$ 21,226,661	-\$ 18,497,895
Cash Flows from Financing Activities				
<i>Receipts:</i>				
Proceeds from Borrowings	\$ 800,000	\$ 5,000,000	\$ 6,000,000	\$ -
<i>Payments:</i>				
Repayments of Borrowings	-\$ 3,259,054	-\$ 3,410,264	-\$ 3,607,456	-\$ 3,685,880
Net Cash Provided (or Used) in Financing Activities	-\$ 2,459,054	\$ 1,589,736	\$ 2,392,544	-\$ 3,685,880
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 652,983	\$ 2,006,292	\$ 3,442,618	\$ 1,251,275
Cash and Cash Equivalents at Beginning of Period	\$ 36,498,468	\$ 37,151,450	\$ 39,157,742	\$ 42,600,360
Cash and Cash Equivalents at End of Period	\$ 37,151,450	\$ 39,157,742	\$ 42,600,360	\$ 43,851,635

	Year 6 2026/2027	Year 7 2027/2028	Year 8 2028/2029	Year 9 2029/2030	Year 10 2030/2031
Cash Flows from Operating Activities					
<i>Receipts:</i>					
Receipts from Customers	\$ 73,941,273	\$ 76,263,017	\$ 78,686,674	\$ 81,208,426	\$ 83,832,975
Interest Received	\$ 646,256	\$ 652,718	\$ 659,244	\$ 665,836	\$ 672,495
Rental Income	\$ 411,163	\$ 418,153	\$ 425,261	\$ 432,490	\$ 439,843
Non-Capital Grants and Contributions	\$ 7,908,260	\$ 7,988,389	\$ 8,069,361	\$ 8,151,188	\$ 8,233,876
<i>Payments:</i>					
Payment to Suppliers	-\$ 57,049,317	-\$ 58,065,925	-\$ 59,253,730	-\$ 60,439,907	-\$ 62,838,047
Borrowing Costs	-\$ 1,104,469	-\$ 951,784	-\$ 793,467	-\$ 633,962	-\$ 467,772
Net Cash Provided (or Used) in Operating Activities	\$ 24,753,166	\$ 26,304,568	\$ 27,793,343	\$ 29,384,071	\$ 29,873,370
Cash Flows from Investing Activities					
<i>Receipts:</i>					
Proceeds from Sale of PPE	\$ 435,176	\$ 442,574	\$ 450,098	\$ 457,750	\$ 465,532
Grants, Subsidies, Contributions and Donations	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610	\$ 4,912,610
<i>Payments:</i>					
Payments for PPE	-\$ 24,397,626	-\$ 24,175,170	-\$ 31,579,783	-\$ 27,541,192	-\$ 27,367,604
Net Cash Provided (or Used) in Investing Activities	-\$ 19,049,840	-\$ 18,819,986	-\$ 26,217,075	-\$ 22,170,832	-\$ 21,989,462
Cash Flows from Financing Activities					
<i>Receipts:</i>					
Proceeds from Borrowings	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Payments:</i>					
Repayments of Borrowings	-\$ 3,988,250	-\$ 3,621,560	-\$ 3,759,600	-\$ 3,805,130	-\$ 3,952,330
Net Cash Provided (or Used) in Financing Activities	-\$ 3,988,250	-\$ 3,621,560	-\$ 3,759,600	-\$ 3,805,130	-\$ 3,952,330
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 1,715,076	\$ 3,863,022	-\$ 2,183,332	\$ 3,408,109	\$ 3,931,578
Cash and Cash Equivalents at Beginning of Period	\$ 43,851,635	\$ 45,566,712	\$ 49,429,734	\$ 47,246,401	\$ 50,654,510
Cash and Cash Equivalents at End of Period	\$ 45,566,712	\$ 49,429,734	\$ 47,246,401	\$ 50,654,510	\$ 54,586,088

7.4 Changes in Equity

	Year 2 2022/2023	Year 3 2023/2024	Year 4 2024/2025	Year 5 2025/2026
Asset Revaluation Surplus				
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Retained Surplus				
Opening Balance	\$ 440,813,008	\$ 451,927,367	\$ 456,362,510	\$ 459,362,462
Net Result	\$ 11,114,359	\$ 4,435,143	\$ 2,999,952	\$ 6,594,936
Closing Balance	\$ 451,927,367	\$ 456,362,510	\$ 459,362,462	\$ 465,957,398
Total Community Equity	\$ 879,381,050	\$ 883,816,193	\$ 886,816,145	\$ 893,411,081

	Year 6 2026/2027	Year 7 2027/2028	Year 8 2028/2029	Year 9 2029/2030	Year 10 2030/2031
Asset Revaluation Surplus					
Opening Balance	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683	\$ 427,453,683
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 427,453,683				
Retained Surplus					
Opening Balance	\$ 465,957,398	\$ 474,003,223	\$ 483,561,083	\$ 494,456,724	\$ 506,976,885
Net Result	\$ 8,045,825	\$ 9,557,859	\$ 10,895,642	\$ 12,520,161	\$ 14,240,240
Closing Balance	\$ 474,003,223	\$ 483,561,083	\$ 494,456,724	\$ 506,976,885	\$ 521,217,125
Total Community Equity	\$ 901,456,906	\$ 911,014,766	\$ 921,910,407	\$ 934,430,568	\$ 948,670,808

8.0 Investments

Council had \$47.864m held in bank accounts on 30 November 2021. Out of this balance 83% was held with QTC with an end of month interest rate of 0.60% and the remaining 17% was with Commonwealth Bank with an interest rate of 0.60%.

Institution	Rating	Rate at 30/06/2021	Current Rate
QTC	A1+	0.51%	0.60%
CBA General Account (new)	A1+	0.60%	0.60%
CBA General Account	A1+	0.60%	0.60%

Investment Portfolio Report As at 30 November 2021

Financial Institution	Opening Investment Balance 1 July 2021	Interest Rate	Deposits	Redemptions	Balance	Interest Income	Admin Charge	Net Interest Income	Ending Investment Balance 30 November 2021	% to Portfolio	Short Term Rating	Individual Counter - Party Limit	Maximum Funds Limit
Queensland Treasury Corporation	38,527,167	0.60%	8,000,000	7,000,000	39,527,167	93,969	23,378	70,591	39,597,759	0.83	A1+	100%	No Limit
Commonwealth Bank Australia General Operating Account	2,448,557	0.60%	58,121,740	52,319,949	8,250,348	16,417	-	16,417	8,266,766	0.17	A1+	25% to 35%	\$20M
Total	40,975,725		66,121,740	59,319,949	47,777,515	110,387	23,378	87,009	47,864,524				

9.0 Works for Queensland Round 4

The Works for Queensland Round 4 has a total budget of \$5.63m with a grant period spanning from July 2021 to June 2024. Council has received a total of 50% of the grant funding during July 2021 with these funds being posted as a contract liability in the balance sheet until funds have been used. So far Council has spent or committed \$52k on eligible projects for this financial year.

10.0 Rates Update

- Reminder notices were sent Friday 12 November for approximately 1,450 Ratepayers based on minimum balances of \$20.00 and not currently with a Payment arrangement or at Council's external Debt Recovery agents, Recoveries and Reconstructions (Australia) Pty Ltd.
- A total of 23 Rate Assessments were sent for Judgement on their outstanding Rates.
- A further 6 Rate Assessments were sent to Court for a Statement of Claim (SOC) on Unpaid Rates and Charges.
- Water Meter Readings are now underway for 10,284 connected meters on properties in the South Burnett Region. These will be included in the new notices for consumption due out next February.
- Total requests for Rate Searches received for November were 211.
- Transfers for new ownerships received were 276.
- Customer requests received were 274 and a total of 558 were completed for the month.



10.6 COVID VACCINATION / MANDATES AND POSITION OF COUNCIL**File Number:** 15/12/2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting on 8 December 2021 - COVID Vaccination / Mandates and Position of Council

SUMMARY**Committee Resolution 2021/161**

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That Council issue a public statement and media release advising:

1. That the South Burnett Regional Council will continue to support the COVID vaccination rollout throughout the region;
2. That we acknowledge the rights of our residents to freedom of choice as to COVID vaccination;
3. That mandated restrictions are a matter for Queensland Health and the State Government;
4. That we will provide support to Queensland Health where and as we can to ensure our local hospitals and health services are prepared when the borders open;
5. We will continue to support our local small businesses as we can to address the impacts of the ongoing pandemic including the impacts from the restrictions mandated by the Queensland Government; and
6. following consultation with affected local small businesses we write to the Premier no later than 13 December 2021 to express the views of our business community and seek any support and assistance they feel is necessary to meet their obligations.

In Favour: Crs Brett Otto, Gavin Jones, Kirstie Schumacher and Kathy Duff**Against:** Nil**CARRIED 4/0****OFFICER'S RECOMMENDATION**

That Council issue a public statement and media release advising:

1. That the South Burnett Regional Council will continue to support the COVID vaccination rollout throughout the region;
2. That we acknowledge the rights of our residents to freedom of choice as to COVID vaccination;
3. That mandated restrictions are a matter for Queensland Health and the State Government;
4. That we will provide support to Queensland Health where and as we can to ensure our local hospitals and health services are prepared when the borders open;

5. We will continue to support our local small businesses as we can to address the impacts of the ongoing pandemic including the impacts from the restrictions mandated by the Queensland Government; and
6. following consultation with affected local small businesses we write to the Premier no later than 13 December 2021 to express the views of our business community and seek any support and assistance they feel is necessary to meet their obligations.

BACKGROUND

Presented at the Community Standing Committee meeting on 8 December 2021.

ATTACHMENTS

Nil

11 PORTFOLIO – ROADS & DRAINAGE

11.1 FUNDING APPLICATION - PREPARING AUSTRALIAN COMMUNITIES

File Number: 15-12-2021

Author: Manager Infrastructure Planning

Authoriser: Chief Executive Officer

PRECIS

Preparing Australian Communities – Local Stream 2022 Nominations

SUMMARY

The 'Preparing Australian Communities' program has been released by the Federal Government to increase capacity and refurbish infrastructure assets or build community resilience. Two (2) mobile generators to assist with water management operations are considered for nomination under this program.

OFFICER'S RECOMMENDATION

That Council nominates the Mobile Generators project for the 'Preparing Australians Communities – Local Stream' program.

FINANCIAL AND RESOURCE IMPLICATIONS

It is proposed to acquire two (2) trailer mounted mobile generators. These would form part of the fleet that assists with producing and pumping water from a number of locations across the South Burnett, building capacity into the network and reducing impacts on service levels.

LINK TO CORPORATE/OPERATIONAL PLAN

1. PROVIDING KEY INFRASTRUCTURE FOR OUT TOWNS AND VILLAGES – Develop, renew and maintain community infrastructure through sound asset management principles.
2. ORGANISATIONAL EXCELLENCE - An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

There have been communications held within the Infrastructure Department and with the Water Portfolio Councillor.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The implications associated with this purchase will reduce the impact on electrical outages associated with producing water meeting the Drinking Water Guidelines.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

The mobile generators and their trailers will form part of the fleet asset register requiring them to be capitalised, serviced and depreciated.

REPORT

The 'Preparing Australian Communities – Local Stream' is a federally funded program administering \$10 million to improve the resilience of communities against natural hazards. This program will

prioritise projects in locations where there is a greater risk of natural hazards including bushfires, floods and tropical cyclones.

The intended outcome of the grant opportunity is to support communities to undertake disaster risk reduction and resilience initiatives that provide public benefit through reducing:

- the impact of future natural hazards on Australian communities
- the burden (cost and time) of recovery in communities following future disasters.

This program has various requirements based on the quantity of money being sought with values below \$100,000 receiving 100% funding and not requiring project plans to assist with the management in the delivery of the project. Project values in excess of \$100,000 will require a co-contribution of 50% from the nominee and enter into a funding agreement with the Federal Government.

This program has a closing of the 6 January 2022 and an application limit of one (1) application per applicant.

It is proposed to increase Council's resilience and improve redundancy investing in two (2) trailer-mounted mobile generators to assist with water management operations. These generators will provide temporary power supply for raw water systems, pump stations and reservoirs which may suffer from a loss of mains power for operation. With a grant sought less than \$100,000, no co-contribution is required from Council if the application is successful.

ATTACHMENTS

Nil

12 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION

Nil

13 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**13.1 INFRASTRUCTURE CHARGES REVIEW (COMPARATIVE ANALYSIS)****File Number:** 15.12.2021**Author:** Acting Manager Environment & Waste**Authoriser:** Chief Executive Officer**PRECIS**

An infrastructure charges review (comparative analysis) has been undertaken.

SUMMARY

A request was raised for a comparative analysis of Council's Infrastructure during Council's Planning Scheme Workshop held on Wednesday 29 September 2021.

Council's Planning Scheme consultant prepared the review by comparing similar LGAs in the Wide Bay Burnett Region and has been attached to this report.

OFFICER'S RECOMMENDATION

That Council receive the Infrastructure Charges Review (comparative analysis).

FINANCIAL AND RESOURCE IMPLICATIONS

Incentive / subsidies come at a cost to Council in the long-term provision of infrastructure necessary to support the long-term population growth of the region.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council engaged a third-party consultant as per Council's request during the Planning Scheme Workshop to undertake a comparative review of the Infrastructure Charges. Results of the review are attached to this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

NA

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

NA

ASSET MANAGEMENT IMPLICATIONS

Infrastructure Charges are directly calculated based on the forward planning and estimated capital costs to upgrade Council's trunk infrastructure networks (Water, Sewer, Transport, Community Facilities, Stormwater) to complement development growth in the region. The reduction of infrastructure charges and reduced contributions received, means that the costs to upgrade Council's network going forward has to come from other sources, e.g. rates, grants etc. This may mean that funds are not available immediately available to upgrade trunk infrastructure when required.

REPORT

An outline of the issues identified as part of the review have been summarised below:-

Adopted Charges

1. Levying infrastructure charges only allows Council to charge for additional demand on the network;
2. Council's tailored approach is suitable by adopting a lesser charge for residential and commercial uses and reconfiguring lots when compared to other LGAs identified within this report;
3. Council's current adopted charges are not considered disproportionate to those adopted charges by Local Governments in Wide Bay Burnett Region;
4. Amending the Infrastructure Charges Resolution by reducing rates of charges for certain precincts/townships is not considered necessary as any development should not be levied a charge for a network/service that doesn't exist and will not be provided by Council within the planning horizon;

Overall, the current adopted charges rates based on the demand units specified are predominately less than other LGAs in the WBB Region.

Development Subsidies

1. Incentive and subsidy policies should target key businesses or types of development that will genuinely have a board community benefit;
2. Council cannot control the market cost of residential development because of a subsidy for infrastructure charges that has been granted;
3. Incentive scheme should target certain industries or businesses specifically to help promote the economic development goals for the South Burnett specifically;
4. Discounts for residential development are not considered of any public benefit and do not necessarily translate specifically to a reduce housing cost for renters or buyers;
5. Council may consider types of services, facilities and businesses that they want to attract to the LGA to create a positive legacy for the region that provides broad community benefits that will translate to tangible benefits for the local area;
6. Incentive / subsidies should not be provided at a cost to Council in the long-term provision of infrastructure necessary and expected to service SBRC townships and rural areas.

Overall, the current developer incentive scheme should be reviewed based on the broader community benefit including the promotion of economic development to the South Burnett.

ATTACHMENTS

1. **Infrastructure Charges Review** [↓](#) 



Agenda of Ordinary Council Meeting - Wednesday, 15 December 2021

LYNELLE PATERSON

REEL PLANNING PTY LTD | BRISBANE

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INTRODUCTION

The following document has been prepared for South Burnett Regional Council in order to inform and commence any detailed policy review and subsequent planning scheme and Adopted Infrastructure Charges Resolution amendments.

This review simply provides the background to infrastructure charges in Queensland, how the regime works and provides a comparative review of adopted infrastructure charges for each Local Government authority in the Wide Bay Burnett Region applicable at the time of writing.

Comments are provided on the findings of the comparison of adopted charges when compared to South Burnett Region. Separately a review of other Council subsidy policies is also provided with commentary.

For any further enquiries or advice on this topic please do not hesitate to contact the author.

PURPOSE

It is understood that recent public feedback has been received by South Burnett Regional Council about the Council's charges being "too high" for there to be an uptake in development in the region and that the Council may need to review its charges to encourage development, as well as introduce or continue any subsidy or reduction or discount policy (any discount subsidy policy sits separately to the Adopted Infrastructure Charges Resolution and Council can implement, cancel or amend such policies at any time).

INFRASTRUCTURE CHARGES REGIEME IN BRIEF

Infrastructure charges are used to fund the supply of local government trunk infrastructure networks – sewerage, water supply, transport, community purposes (a.k.a Parks) and stormwater. Trunk infrastructure services multiple developments or an entire catchment as opposed to non-trunk infrastructure which may only service a particular property, or that is internal to a development.

Infrastructure charges are triggered when development occurs on land that creates extra demand on the trunk infrastructure networks. Infrastructure charges are regulated under the Planning Act 2016 (the Act) and through local government resolutions, called Adopted Infrastructure Charges Resolutions (AICR). The Act permits local governments to adopt infrastructure charges by making a resolution and levy those charges by issuing infrastructure charges notice (ICN) when development approvals are issued.

The charges’ dollar value is capped by the State government. A local government is permitted to adopt a charge for a particular use of land up to the maximum set by the State. The maximum charges are prescribed in the Planning Regulation 2017.

By way of example, the maximum adopted charge (which does not equate to the full cost of actual provision of infrastructure) for a development involving:

- a dwelling house (involving 3 or more bedrooms) is \$28,335.90; and
- office is \$141.65/m² of gross floor area (GFA) and \$10.10/m² impervious to stormwater.

The figure in the far-right column of the example charge calculation below, identifies the total adopted charge (made up of the charge attributable to each of the infrastructure networks) for the specified uses of land.

E.g.

Use	Demand unit	Sewerage network charge	Water supply network charge	Transport, community purposes and stormwater networks total charge	Total adopted charge (per demand unit)
Residential	1 or 2 bedroom dwelling	\$6,774.47	\$3,336.68	\$10,111.15	\$20,222.30
	3 or more bedroom dwelling	\$9,484.25	\$4,671.35	\$14,155.60	\$28,311.20

The charges resolution outlines which charges have been adopted by the local government for uses of land and reconfiguring a lot. The resolution will also detail how an infrastructure charge is ‘calculated’, including how credits, offsets and refunds are recognised and applied. The charges apply when development involves reconfiguring a lot, material change of use of premises, or building work.

INFRASTRUCTURE CHARGES RESOLUTION REVIEW

A comparative review of the South Burnett Regional Council Charges Resolution (No. 3) 2019 has been undertaken against Infrastructure Charge Resolutions of the four (4) local Councils located within the Wide Bay-Burnett Region, namely Bundaberg Regional Council, Fraser Coast Regional Council, North Burnett Regional Council and Cherbourg Aboriginal Shire Council.

A traffic light system has been applied to identify Infrastructure Charges that are higher, similar, or lower rates than those adopted by the SBRC Charges Resolution. The following applies to the tables:

- **red** – greater charge than SBRC
- **orange** – similar charge to SBRC
- **green** – smaller charge than SBRC

Please note: North Burnett Regional Council infrastructure charges are included in this comparison however they do not have a statutory Local Government Infrastructure Plan. Part 4 of the planning scheme contains a Priority infrastructure plan prepared under the now repealed Sustainable Planning Act 2009. The effect of the current Planning Act 2016 is that the PIP is now redundant, and the Council cannot charge infrastructure charges published as part of the planning scheme. North Burnett charges information remains an indication of how that regions’ policy position on infrastructure charging was being promoted as being significantly less than the capped charges set by the State.

Table 1 – Adopted Charges – Adopted Charge for Material Change of Use for Residential Development

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown					
		South Burnett Regional Council	Bundaberg Regional Council	Fraser Coast Regional Council	Gympie Regional Council	North Burnett Regional Council	Cherbourg Aboriginal Shire Council
Residential	1 or 2 bedroom dwelling	\$14,346 <i>Per dwelling</i>	\$15,717.62 (1) / \$18,861.12 (2)	\$16,300	\$16,000	\$4,200	N/A
	3 or more bedroom dwelling	\$20,085 <i>Per dwelling</i>	\$26,405.60	\$22,800	\$19,000	\$6,000	

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown					Cherbourg Aboriginal Shire Council
		South Burnett Regional Council	Bundaberg Regional Council	Fraser Coast Regional Council	Gympie Regional Council	North Burnett Regional Council	
Accommodation (short-term)	<i>1 or 2 bedroom suite</i>	\$7,173 <i>Per suite</i>	\$9,430.56	\$10,000	\$3,500 <i>Per suite</i>	\$1,050 <i>Per suite</i>	
	<i>3 or more bedroom suite</i>	\$10,042 <i>Per suite</i>	\$13,202.78	\$14,000			
	<i>Bedroom that is not part of a suite</i>	\$7,713 <i>Per bedroom</i>	\$9,430.56	N/A	N/A	\$1,050	
Accommodation (short-term): tourist park	<i>Group of 1 or 2 sites</i>	\$7,173 <i>Per group</i>	\$4,715 <i>Per site</i>	\$4,500 <i>Per site</i>	\$2,500	\$400 <i>per site</i>	
	<i>Group of 3 sites</i>	\$10,042 <i>Per group</i>			\$4,000		
	<i>1 or 2 bedroom cabins</i>	\$7,173 <i>Per cabin</i>	\$9,430.56	\$10,000 <i>Per cabin</i>	\$6,500	\$2,100 <i>Per cabin</i>	
	<i>3 or more bedroom cabin</i>	\$10,042 <i>Per cabin</i>	\$13,202.78		\$6,500		
Accommodation (long-term)	<i>1 or 2 bedroom suite</i>	\$14,346 <i>Per suite</i>	\$18,861.12	\$16,300	\$3,500 per suite	\$1,050	
	<i>3 or more bedroom suite</i>	\$20,085 <i>Per suite</i>	\$26,405.12	\$22,800		N/A	
	<i>Bedroom that is not part of a suite</i>	\$14,346 <i>Per bedroom</i>	\$18,861.12	N/A		N/A	
Accommodation (long-term): Relocatable home park	<i>1 or 2 bedroom relocatable dwelling sites</i>	\$14,346 <i>Per site</i>	\$18,861.12	\$16,300	\$10,000 <i>Per dwelling unit (incl. retirement facility)</i>	\$3,150 <i>Per dwelling unit (incl. retirement facility)</i>	
	<i>3 or more bedroom relocatable dwelling sites</i>	\$20,085 <i>Per site</i>	\$26,405.60	\$22,800			

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown				
		Gympie Regional Council				Bundaberg Regional Council
		South Burnett Regional Council	Caloola Coast	Goomeri	Imbil and Kilkivan	Hinterland Fully Serviced
Residential	<i>1 or 2 bedroom dwelling</i>	\$14,346 <i>Per dwelling</i>	\$14,000	\$11,842	\$11,109	\$11,788.21 <i>1 bed</i>
						\$14,145.84 <i>2 bed</i>
	<i>3 or more bedroom dwelling</i>	\$20,085 <i>Per dwelling</i>	\$17,000	\$14,210	\$13,330	19,804.20
Accommodation (short-term)	<i>1 or 2 bedroom suite</i>	\$7,173 <i>Per suite</i>	\$3,500	\$2,710	\$2710	\$7,072.92
	<i>3 or more bedroom suite</i>	\$10,042 <i>Per suite</i>				\$9,902.08
	<i>Bedroom that is not part of a suite</i>	\$7,713 <i>Per bedroom</i>	N/A	N/A	N/A	\$7,702.92
Accommodation (short-term): tourist park	<i>Group of 1 or 2 sites</i>	\$7,173 <i>Per group</i>	\$2,500	\$2,168	\$2,168	\$3,536.46 <i>Per site</i>
	<i>Group of 3 sites</i>	\$10,042 <i>Per group</i>	\$4,000	\$3,252	\$3,252	
	<i>1 or 2 bedroom cabins</i>	\$7,173 <i>Per cabin</i>	\$6,500	\$5,420	\$5,420	\$7,072.92
	<i>3 or more bedroom cabin</i>	\$10,042 <i>Per cabin</i>	\$6,500	\$5,420	\$5,420	\$9,902.08
Accommodation (long-term)	<i>1 or 2 bedroom suite</i>	\$14,346 <i>Per suite</i>	\$3,500	\$2,710	\$2,710	\$14,145.84
	<i>3 or more bedroom suite</i>	\$20,085 <i>Per suite</i>				\$19,804.20
	<i>Bedroom that is not part of a suite</i>	\$14,346 <i>Per bedroom</i>	N/A	N/A	N/A	\$14,145.85

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown				
		Gympie Regional Council				Bundaberg Regional Council
		South Burnett Regional Council	Caloola Coast	Goomeri	Imbil and Kilkivan	Hinterland Fully Serviced
Accommodation (long-term): Relocatable home park	<i>1 or 2 bedroom relocatable dwelling sites</i>	\$14,346 <i>Per site</i>	\$10,000 <i>Per dwelling unit</i>	\$8,130 <i>Per dwelling unit</i>	\$8,130 <i>Per dwelling unit</i>	\$14,145.84
	<i>3 or more bedroom relocatable dwelling sites</i>	\$20,085 <i>Per site</i>				\$19,804.20

Table 2 – Adopted Charges – Adopted charge for a Material Change of Use or Building Work for Non-residential development

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown					
		South Burnett Regional Council	Bundaberg Regional Council	Fraser Coast Regional Council	Gympie Regional Council	North Burnett Regional Council	Cherbourg Aboriginal Shire Council
Places of Assembly	<i>\$ per m² GFA</i>	\$50	\$66.02	\$70	\$46	\$10.50	N/A
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
Commercial (bulk goods)	<i>\$ per m² GFA</i>	\$100	\$132.03	\$140	\$91	\$21	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	Nil	
Commercial (retail)	<i>\$ per m² GFA</i>	\$129	\$169.74	\$180	\$116	\$27	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	Nil	
Commercial (office)	<i>\$ per m² GFA</i>	\$100	\$132.03	\$140	\$90	\$21	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	Nil	
Education facility	<i>\$ per m² GFA</i>	\$100	\$132.03	\$140	\$87	\$21	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	Nil	
Education facility: Establishment for the Flying Start	<i>\$ per m² GFA</i>	NIL	N/A	NIL	\$87	NIL	
	<i>\$ per impervious</i>	NIL	N/A	NIL	\$6	NIL	

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown					Cherbourg Aboriginal Shire Council
		South Burnett Regional Council	Bundaberg Regional Council	Fraser Coast Regional Council	Gympie Regional Council	North Burnett Regional Council	
for Queensland Children program							
Entertainment	<i>\$ per m² GFA</i>	\$143	\$188.61	\$200	\$91	\$30	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
Indoor sport and recreation	<i>\$ per m² GFA</i>	\$143	\$188.61	\$70	\$129	\$30	
	<i>excl. court area</i>	<i>excl. court area</i>	<i>excl. court area</i>	<i>excl. court area</i>	<i>excl. court area</i>	<i>excl. court area</i>	
	<i>court area</i>	<i>court area</i>	<i>court area</i>	<i>court area</i>	<i>court area</i>	<i>court area</i>	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
High impact industry or special industry	<i>\$ per m² GFA</i>	\$50	\$66.02	\$70	\$46	\$10.50	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
Other industry	<i>\$ per m² GFA</i>	\$36	\$47.16	\$50	\$32	\$7.50	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
High impact rural	<i>\$ per m² GFA</i>	\$14	\$18.86	\$20	\$10	\$3	
	<i>\$ per impervious</i>	\$0	\$9.43	\$0	\$1	N/A	
Low impact rural	<i>\$ per m² GFA</i>	\$0	NIL	NIL	NIL	NIL	
	<i>\$ per impervious</i>	\$0	NIL	NIL	NIL	NIL	
Essential services	<i>\$ per m² GFA</i>	\$100	\$132.03	\$140	\$48	\$21	
	<i>\$ per impervious</i>	\$2	\$9.43	\$10	\$6	N/A	
Minor uses	<i>\$ per m² GFA</i>	NIL	NIL	NIL	NIL	NIL	
	<i>\$ per impervious</i>	NIL	NIL	NIL	NIL	NIL	

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown					
		Gympie Regional Council				Bundaberg Regional Council	
		South Burnett Regional Council	Caloola Coast	Goomeri	Imbil and Kilkivan		Hinterland Fully Serviced
Places of Assembly	<i>\$ per m² GFA</i>	\$50	\$46	\$37	\$37		\$49.51
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Commercial (bulk goods)	<i>\$ per m² GFA</i>	\$100	\$91	\$75	\$75		\$99.02
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Commercial (retail)	<i>\$ per m² GFA</i>	\$129	\$116	\$97	\$97		\$127.31
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Commercial (office)	<i>\$ per m² GFA</i>	\$100	\$90	\$75	\$75		\$99.02
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Education facility	<i>\$ per m² GFA</i>	\$100	\$87	\$71	\$71		\$99.02
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Education facility: Establishment for the Flying Start for Queensland Children program	<i>\$ per m² GFA</i>	NIL	\$87	\$71	\$71		N/A
	<i>\$ per impervious</i>	NIL	\$6	\$5	\$5		N/A
Entertainment	<i>\$ per m² GFA</i>	\$143	\$91	\$75	\$75		\$141.46
	<i>\$ per impervious</i>	\$2	\$6	\$5	\$5		\$7.07
Indoor sport and recreation	<i>\$ per m² GFA</i>	\$143 <i>excl. court area</i>	\$129 <i>excl. court area</i>	\$107 <i>excl. court area</i>	\$107 <i>excl. court area</i>		\$141.46 <i>excl. court area</i>
		\$14 <i>court area</i>	\$12 <i>court area</i>	\$10 <i>court area</i>	\$10 <i>court area</i>		\$14.15 <i>court area</i>
	<i>\$ per impervious</i>	\$2	\$6	\$5 <i>Excl. court area</i>	\$1 <i>Excl. court area</i>	\$5 <i>Excl. court area</i>	\$1 <i>Court area</i>
	<i>\$ per m² GFA</i>	\$50	\$46	\$37	\$37		\$49.51

Use Category <i>(As per SBRC Charges Resolution No. 3 2019)</i>		Adopted charges breakdown				
		Gympie Regional Council				Bundaberg Regional Council
		South Burnett Regional Council	Caloola Coast	Goomeri	Imbil and Kilkivan	Hinterland Fully Serviced
High impact industry or special industry	\$ per impervious	\$2	\$6	\$5	\$5	\$7.07
Other industry	\$ per m ² GFA	\$36	\$32	\$27	\$27	\$35.37
	\$ per impervious	\$2	\$6	\$5	\$5	\$7.07
High impact rural	\$ per m ² GFA	\$14	\$10	\$10	\$10	\$14.15
	\$ per impervious	\$0	\$1	\$1	\$1	\$7.07
Low impact rural	\$ per m ² GFA	\$0	NIL	NIL	NIL	NIL
	\$ per impervious	\$0	NIL	NIL	NIL	NIL
Essential services	\$ per m ² GFA	\$100	\$48	\$75	\$75	\$99.02
	\$ per impervious	\$2	\$6	\$5	\$5	\$7.07
Minor uses	\$ per m ² GFA	NIL	NIL	NIL	NIL	NIL
	\$ per impervious	NIL	NIL	NIL	NIL	NIL

Table 3 – Adopted charges for Reconfiguring a Lot

Development for which an adopted charge may apply	Adopted charges (\$)					
	Local Government adopted charges	Proportional split of adopted charge per trunk infrastructure network				
		Water supply	Sewerage	Transport	Parks and land for community facilities	Stormwater
South Burnett Regional Council						
		49%	27%	12%	10%	2%
Residential	\$20,085	\$9,842	\$5,423	\$2,410	\$2,009	\$401
Non Residential	\$20,085	\$9,842	\$5,423	\$4,419	\$0	\$401
Bundaberg Regional Council						

Bundaberg Fully Serviced	\$26,405.60	N/A	N/A	N/A	N/A	N/A
Bundaberg Partially Serviced (no wastewater)	\$23,765.04					
Bundaberg Partially Serviced (no wastewater and no water supply)	\$21,124.48					
Hinterland Fully Serviced	\$19,804.20					
Hinterland Partially Serviced (no wastewater)	\$15,843.36					
Hinterland Partially Serviced (no wastewater and no water supply)	\$10,562.24					
Fraser Coast Regional Council						
All zones	\$22,800	N/A	N/A	N/A	N/A	N/A
Gympie Regional Council						
The adopted charge for RAL is the amount stated in for Residential (3 or more bedroom dwelling)	\$19,000	26%	21%	29%	21%	3%
North Burnett Regional Council						
Centre zone	\$6,000	30%	30%	N/A	N/A	N/A
Cherbourg Aboriginal Shire Council						
	N/A	N/A	N/A	N/A	N/A	N/A

Comments on Adopted Charges

Upon comparison, and outlined in the above tables, South Burnett Regional Council adopted charges are not considered to be disproportionate to those adopted charges by LGs in the Wide Bay Burnett Region. In fact, SBRC appears to have taken a tailored and considered approach suitable to its own LG Area and on balance applies a lesser adopted charge for Residential and Commercial uses and for Reconfiguring a Lot when compared to the Fraser Coast, Bundaberg Council's and adopts a lesser stormwater charge (impervious area charge) than all other Councils for most land use types.

The Charges for Gympie and North Burnett are lower on the basis that they have sub-category areas for charges that are rural or hinterland townships. Within these subcategories for charges, it is noted that they have been identified as locations where the trunk infrastructure does not cover all applicable networks (i.e., townships and hinterland areas are identified as not being serviced by wastewater or water) and this notably lowers the charge rates for those particular localities.

As the rules for levying infrastructure charges only allows a Council to charge for **additional demand** on the network, amending the resolution to reduce the rates of charges for certain precincts or townships is not considered necessary as any development should not be levied a charge for a network/ service that doesn't existing and won't be provided by Council within the planning horizon.

Overall, the current adopted charges rates based on the demand units specified are predominantly less than other Councils' charges in the WBB Region. North Burnett Council has adopted significantly lower rates than all other Councils across many use types.

The South Burnett Charges are adopted below the State capped adopted infrastructure charges – a copy of the capped charges is provided in **Attachment A**.

DEVELOPMENT INCENTIVES COMPARISON

Many Councils, the Queensland State Government and the Federal Government provide development incentives and grants from time to time to bolster investment and economic growth in certain places for certain activities. For the development industry, at the time of writing, there are numerous grants and incentives available to encourage business investment and development. A list is provided below of available Government grants beyond South Burnett Regional Council existing policies -

GOVERNMENT INCENTIVES

Advance Queensland (State Government)	
Business Development Fund	Queensland businesses at the forefront of commercialising cutting edge research or innovative ideas, products or services have an opportunity to access \$40 million of investment to help unlock their innovative potential.
Regional Innovation Program	Encourages innovation across Queensland and supports local economies to create jobs for regional Queenslanders.
Commercialisation Partnership Program	Places Queensland innovators in Chinese incubators to collaborate with global expertise, access top facilities and accelerate commercial outcomes.
Ignite Ideas Fund	Supports the development of new or improved products, processes or services to secure investment, launch into global markets and grow business.
Federal Government incentives and grants	
Federal Government R&D Tax Incentive	A 45 per cent refundable tax offset is available to eligible small companies with an annual aggregate turnover of less than AU\$20 million, provided they are not controlled by income tax exempt entities. These companies can receive a refundable tax offset of 45 per cent of their R&D spending as part of the processing of their income tax return. A 40 per cent non-refundable tax offset is available to all other eligible entities. Unused offset amounts may be carried forward for use in future income years.

Biomedical Translation Fund (BTF)	The \$500 million Biomedical Translation Fund will make venture capital investments in promising biomedical innovations with commercialisation potential in Australia.
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RENEWABLE ENERGY PROGRAMS

Clean Energy Finance Corporation	The Clean Energy Finance Corporation (CEFC) co-finances or co-invests with renewable energy companies in low emissions and energy efficient technologies.
Advancing Renewables Program	The Advancing Renewables Program supports a broad range of projects that have the potential to lower the cost and increase the use of renewable energy technologies in Australia.

ASSISTANCE TO STARTUPS

Venture capital	Venture capital programs work with private venture capital fund managers to provide capital and professional expertise to innovative Australian companies.
Landing Pads Program	Provides Australian market-ready start-ups the opportunity to access innovation hubs around the world.
Venture Capital Limited Partnerships (VCLP)	Fund managers can raise a new venture capital fund as a Venture Capital Limited Partnership (VCLP). VCLPs can operate in Australia or a foreign country and receive flow-through taxation treatment. Partnerships may also request conditional registration.
Early Stage Venture Capital Limited Partnerships (ESVCLP)	Fund managers planning to raise an early stage venture capital fund can apply to register the partnership as an Early Stage Venture Capital Limited Partnership (ESVCLP). To achieve full registration, the partnership must have committed capital of between \$10 million and \$200 million. Partnerships may also request conditional registration.

Depending on what type of business and development the Council wishes to encourage going forward, infrastructure charges for new development in the SBRC can be discounted. Currently the Council has the following incentives scheme -

Table 4 – South Burnett Regional Council Development Incentives

Incentives	Discount
Any commercial use or industrial activity	50%
Long-term employment generating development	50%
Reconfiguring a lot for Residential development	75%
Residential development in the Rural Residential Zone	100%
Rural or Tourist activity (e.g. Short-term accommodation) in the Rural zone.	100%

Comment: In combination with several other available State and Federal grants and incentives schemes, developers have many opportunities to take advantage of reduced costs for many different development scenarios. Combining all available incentives including existing incentives by SBRC there are many encouraging drivers, through incentives policies, for development and business investment across the State. There is concern about the messaging some of the above incentives is providing.

1. Rural residential development is typically limited (As it is by SBRC planning scheme and State planning policies), is this really an area of focus for Council incentives for investment in the region? Does it only benefit the few and not actually incentivise new development that has an economic benefit?

On review of the existing SBRC infrastructure charges incentive policy, the discounts offered are considered significant but may not be appropriately targeted to markets, industries or uses the region wants to see grow or that the region needs, such as commercial revitalisation in existing centres. The subsidy for a rural or tourist activity in the Rural zone may need to be better defined and promoted to ensure an appropriate uptake of **new** development – incentives should only be attributed to development that is made assessable by the Planning Scheme and would otherwise have full charges levied.

The balance with incentivising development, by reducing the cost of infrastructure charges, needs to be carefully considered. The Council must ensure it encourages future growth and sustainability of the region’s businesses, townships, industries etc. but not at the cost of the necessary maintenance and upgrade of critical public infrastructure that is necessary and anticipated by residents and business for long term growth and sustainability.

Council is responsible for funding public infrastructure networks, and infrastructure charges provide funding for capital upgrades, a dedicated partial funding arrangement for Councils in this regard. The Council may lose significant revenue and thus long-term ability to maintain its infrastructure networks to a standard that would promote growth and economic prosperity in the local government area. Other WBB Regional Councils’ have only provided 100% discounts in cases where development is by the local government authority, is for a not-for-profit organisation or has a specified local benefit as determined by Council.

The current subsidies may be attractive for investment in the short- term, however long term, the Council may find it is not having the desired investment outcome.

OTHER COUNCIL DEVELOPMENT SUBSIDIES

Table 5 – Bundaberg Regional Council

Discount Category	Criteria / areas covered	Amount of discount
Tourist Industry	Any “Nature-based tourism” or “Tourist park” use as defined in Attachment 1.	50%
Rural Activities	Any “Rural Industry”, “Aquaculture”, “Intensive animal industries”, “Intensive horticulture”, “Wholesale nursery”, “Winery”, or “Animal keeping” (except for boarding kennels and catteries) use as defined in Attachment 1.	50%
Non-profit organisations	Development is not on land owned or controlled by Bundaberg Regional Council.	50%
	Development is on land owned or controlled by Bundaberg Regional Council.	100%
Emergency Services Facilities	Any “Emergency Services” use as defined in Attachment 1.	100%
Bundaberg Regional Council	Bundaberg Regional Council is the applicant and the development is for community use (i.e. it must be a not-for-profit development that will not be competing with other businesses in the region).	100%

Table 6 – Fraser Coast Regional Council Infrastructure Charges Incentives Policy 2019

Incentives	The maximum amounts of subsidy available for each Incentive are as follows:
Incentive 1 – Residential, Commercial and Industrial Delayed Payment	Delayed payment of Reconfigure A Lot Infrastructure charges until the sale of the lots created or 2 years whichever is earlier, subject to agreement to the terms and conditions.
Incentive 2 – Residential Affordability (a) Infill residential development (b) Over 50’s Lifestyle Village (c) Tourist Parks and Tourist Attraction (d) Small Lot Residential Development	20%; or 20%; or 20%; or 20%; or
Incentive 3 – Employment Generating Business (a) Industry Activities	

(b) Medical Related (c) Business Activities (d) Tourism Activities (e) Rural Industry	50%; or
Incentive 4 – Central Business District development, Hervey Bay Nodal development, and, Commercial zoned land in a Rural or Coastal township.	100%
Incentive 5 – Maryborough and Hinterland, and townships of Howard and Torbanlea.	a. Preservation of existing charges for Material Change of Use; and b. Flat rate charge for Reconfiguring a Lot applications: - \$10,000 per lot if serviced with reticulated water & sewerage; or - \$7,500 per lot if not serviced by reticulated water and/or sewer Lots to be completed within 2 years of the commencement of this policy.
Incentive 6 – Development considered to be of Special or significant benefit.	Up to 100%

SUGGESTED AMENDMENTS TO THE INCENTIVES SCHEME FOR SBRC

Further to the above tables, other development incentives examples of note include Brisbane City Council’s *Retirement and Aged Care Incentive*, *Student Accommodation Charges Reduction* and the *Green Building incentives and sustainable development grants* as targeted business and investment incentives to meet areas of demand within the city and respond to public interests and government targets for sustainability.

Overall, there are incentives and subsidy policies existing for many development scenarios across the state as determined relevant to each local government area. These policies should target key businesses or types of development to promote specific investment and encourage uptake of the subsidy policy. The Council may wish to target certain industries or businesses specifically to help promote the economic development goals for South Burnett specifically.

Discounts for residential development broadly are not considered of any public benefit as these reductions are not seen to necessarily translate specifically to a reduced housing cost for renters or buyers. There is also no ability or mechanism through which Council can control the market cost of residential development on the basis that the Council subsidised or waived infrastructure charges. Best practice incentives should focus on business and employment attracting activities or community-based services that will, if developed, have a direct community benefit upon commencement. This is how Council ensures a positive legacy for the region while subsidising some up front development cost.

The Council may wish to consider at this time, the types of services, facilities or business that they want to attract to the LGA provides broad community benefits that will translate to tangible benefits thus ultimately ensuring the subsidies are not delivered to developers at the cost of long-term services for the whole community and that are expected to service SBRC townships and rural areas for its future.

Incentive's topics ideas for further Council discussion:

- Tourism Accommodation and Business development incentive or subsidy
- Employment generating Agribusiness development incentive or subsidy (must define complimentary uses such as a cellar door with vin
- Rural industries incentive or subsidy (must define what rural industries)
- Delayed payments for charges for residential development or reconfiguring land (but not discounted unless for aged care, retirement living etc.)
- Principal Centre – Core precinct development incentive or subsidy to renew the Kingaroy business centre i.e. subsidised or waived ICNs for change of use in existing tenancies.

Attachment B provides examples of other targeted strategies by Councils that deliver development incentives via a balance of infrastructure subsidies, application fee reductions, free pre-lodgement meetings or other Council controlled deliverables.

ATTACHMENT A – Queensland State Government Capped Infrastructure Charges

As prescribed by the Planning Regulation 2017, Schedule 16

Schedule 16 Prescribed amount

section 52

Notes—

- 1 This schedule was inserted by amending legislation that commenced on 1 July 2021.
- 2 See also section 112(2) of the Act.

Table 1—Prescribed amount	
Column 1	Column 2
Use	Prescribed amount
Residential uses	
1 Dwelling house	1 \$21,912.60 for each dwelling with 2 or less bedrooms
2 Dual occupancy	
3 Caretaker’s accommodation	2 \$30,677.65 for each dwelling with 3 or more bedrooms
4 Multiple dwelling	
Accommodation (short-term)	
1 Tourist park	1 If the tourist park has tent or caravan sites— (a) \$10,956.25 for each group of 2 sites or less (b) \$15,338.75 for each group of 3 sites 2 If the tourist park has cabins— (a) \$10,956.25 for each cabin with 2 or less bedrooms (b) \$15,338.75 for each cabin with 3 or more bedrooms
2 Hotel	1 \$10,956.25 for each suite with 2 or less bedrooms
3 Short-term accommodation	
4 Resort complex	2 \$15,338.75 for each suite with 3 or more bedrooms 3 \$10,956.25 for each bedroom that is not part of a suite

Table 1—Prescribed amount

Column 1	Column 2
Use	Prescribed amount
Accommodation (long-term)	
1 Relocatable home park	1 \$21,912.60 for each relocatable dwelling site for 2 or less bedrooms 2 \$30,677.65 for each relocatable dwelling site for 3 or more bedrooms
2 Community residence	1 \$21,912.60 for each suite with 2 or less bedrooms
3 Retirement facility	
4 Rooming accommodation	2 \$30,677.65 for each suite with 3 or more bedrooms 3 \$21,912.60 for each bedroom that is not part of a suite
Places of assembly	
1 Club	1 \$76.75 for each square metre of gross floor area
2 Community use	
3 Function facility	2 \$10.95 for each square metre impervious to stormwater
4 Funeral parlour	
5 Place of worship	
Commercial (bulk goods)	
1 Agricultural supplies store	1 \$153.40 for each square metre of gross floor area
2 Bulk landscape supplies	
3 Garden centre	2 \$10.95 for each square metre impervious to stormwater
4 Hardware and trade supplies	
5 Outdoor sales	
6 Showroom	
Commercial (retail)	

Planning Regulation 2017

Schedule 16

Table 1—Prescribed amount	
Column 1	Column 2
Use	Prescribed amount
1 Adult store	1 \$197.20 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Food and drink outlet	
3 Service industry	
4 Service station	
5 Shop	
6 Shopping centre	
Commercial (office)	
1 Office	1 \$153.40 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Sales office	
Educational facility	
1 Childcare centre	1 \$153.40 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Community care centre	
3 Educational establishment	
Entertainment	
1 Hotel	1 \$219.10 for each square metre of gross floor area, other than areas for providing accommodation 2 \$10.95 for each square metre impervious to stormwater
2 Nightclub entertainment facility	
3 Theatre	
4 Resort complex	
Indoor sport and recreation	
1 Indoor sport and recreation	1 \$219.10 for each square metre of gross floor area, other than court areas 2 \$21.85 for each square metre of gross floor area that is a court area 3 \$10.95 for each square metre impervious to stormwater

Current as at 27 September 2021

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Authorised by the Parliamentary Counsel

Planning Regulation 2017

Schedule 16

Table 1—Prescribed amount	
Column 1	Column 2
Use	Prescribed amount
High impact industry or special industry	
1 High impact industry	1 \$76.75 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Special industry	
Other industry	
1 Low impact industry	1 \$54.80 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Medium impact industry	
3 Research and technology industry	
4 Rural industry	
5 Warehouse	
6 Marine industry	
High impact rural	
1 Cultivating, in a confined area, aquatic animals or plants for sale	1 \$21.85 for each square metre of gross floor area
2 Intensive animal industry	
3 Intensive horticulture	
4 Wholesale nursery	
5 Winery	
Low impact rural	
1 Animal husbandry	Nil
2 Cropping	
3 Permanent plantation	
4 Wind farm	
Essential services	

Planning Regulation 2017

Schedule 16

Table 1—Prescribed amount	
Column 1	Column 2
Use	Prescribed amount
1 Correctional facility	1 \$153.40 for each square metre of gross floor area 2 \$10.95 for each square metre impervious to stormwater
2 Emergency services	
3 Health care service	
4 Hospital	
5 Residential care facility	
6 Veterinary service	
Minor uses	
1 Advertising device	Nil
2 Cemetery	
3 Home-based business	
4 Landing	
5 Market	
6 Outdoor lighting	
7 Park	
8 Roadside stall	
9 Telecommunications facility	
10 Temporary use	
Other uses	

Planning Regulation 2017

Schedule 16

Table 1—Prescribed amount	
Column 1	Column 2
Use	Prescribed amount
1 Air service	The prescribed amount for another similar use listed in column 1 (other than in this row) that the local government or distributor-retailer decides to apply to the use
2 Animal keeping	
3 Car park	
4 Crematorium	
5 Extractive industry	
6 Major sport, recreation and entertainment facility	
7 Motor sport facility	
8 Non-resident workforce accommodation	
9 Outdoor sport and recreation	
10 Port service	
11 Tourist attraction	
12 Utility installation	
13 Any other use not listed in column 1, including a use that is unknown	

ATTACHMENT B – EXAMPLES OF TARGETED SUBSIDIES AND INCENTIVES

https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#aged_care

<https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#student>

https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#five_star

<https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#community>

https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#green_buildings

https://www.brisbane.qld.gov.au/planning-and-building/applying-and-post-approval/infrastructure-charges#universal_housing_design

https://www.tr.qld.gov.au/content_page/item/14653-deferral-of-infrastructure-charges-for-for-not-for-profit-community-health-organisations

(Deferral of infrastructure charges for public benevolent institutes (PBI), health promotion charities (HPC) and community uses)

https://www.tr.qld.gov.au/content_page/item/14655-discount-or-waiver-of-council-development-application-fees

https://www.tr.qld.gov.au/content_page/item/14639-temporary-economic-development-incentives-for-intensive-horticulture-policy

https://www.tr.qld.gov.au/content_page/item/14638-temporary-economic-development-incentives-for-non-residential-development-policy

https://www.tr.qld.gov.au/content_page/item/14636-temporary-toowoomba-cbd-development-incentives-policy

14 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT

14.1 AMENDMENT TO ASBESTOS DISPOSAL FEES AT THE KINGAROY WASTE FACILITY TO COMPLY WITH STATE GOVERNMENT REQUIREMENTS

File Number: 15/12/20121
Author: General Manager Community
Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 8 December 2021 was a report regarding information on the amendment to asbestos disposal fees at the Kingaroy Waste Facility to comply with State Government requirements.

SUMMARY

9.5 AMENDMENT TO ASBESTOS DISPOSAL FEES AT THE KINGAROY WASTE FACILITY TO COMPLY WITH STATE GOVERNMENT REQUIREMENTS

COMMITTEE RESOLUTION 2021/1

Moved: Cr Roz Frohloff
 Seconded: Cr Scott Henschen

That the committee recommends to Council:

That South Burnett Regional Council amend its 2021/2022 Register of Fees and Charges to include;

<10m ² of Domestic Self-Haul	per tonne or part thereof	\$100.50	Commercial
>10m ² of Domestic Self-Haul	per tonne or part thereof	\$196.00	Commercial

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER’S RECOMMENDATION

That South Burnett Regional Council amend its 2021/2022 Register of Fees and Charges to include;

<10m ² of Domestic Self-Haul	per tonne or part thereof	\$100.50	Commercial
>10m ² of Domestic Self-Haul	per tonne or part thereof	\$196.00	Commercial

BACKGROUND

Presented at the Community Standing Committee meeting held on 8 December 2021.

ATTACHMENTS

Nil

15 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**15.1 UPDATE OF SECURITY - ADDITIONAL CCTV****File Number:** 15/12/2021**Author:** General Manager Community**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting held on 8 December 2021 was a report regarding information on an update of security – additional CCTV.

SUMMARY**10.5 UPDATE ON SECURITY - ADDITIONAL CCTV**

COMMITTEE RESOLUTION 2021/1**Moved:** Cr Kirstie Schumacher**Seconded:** Cr Kathy Duff

That Committee recommends to Council that:

1. Council considers in the 2nd quarter budget review a budget allocation of \$90,000 for the installation of CCTV cameras for
 - a. Kingaroy Memorial Park, River Road Park; and
 - b. External building component of Glendon Street Public Amenities and the IT building; and
 - c. Entry point to the Rail Trail from the Youngman Street and the Meier's Road intersection.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff**Against:** Nil**CARRIED 6/0**

OFFICER'S RECOMMENDATION

That ;

1. Council considers in the 2nd quarter budget review a budget allocation of \$90,000 for the installation of CCTV cameras for
 - a. Kingaroy Memorial Park, River Road Park; and
 - b. External building component of Glendon Street Public Amenities and the IT building; and
 - c. Entry point to the Rail Trail from the Youngman Street and the Meier's Road intersection

BACKGROUND

Presented at the Community Standing Committee Meeting held on 8 December 2021.

ATTACHMENTS**Nil**

15.2 REQUEST FOR FUNDING - KINGAROY CHAMBER OF COMMERCE AND INDUSTRY INC.

File Number: 15/12/2021
Author: General Manager Community
Authoriser: Chief Executive Officer

PRECIS

Presented at the Community Standing Committee meeting held on 8 December 2021 was a report regarding information on request for funding - Kingaroy Chamber of Commerce and Industry Inc.

SUMMARY**10.8 REQUEST FOR FUNDING - KINGAROY CHAMBER OF COMMERCE AND INDUSTRY INC.**

COMMITTEE RESOLUTION 2021/1

Moved: Cr Kirstie Schumacher
Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That South Burnett Regional Council consider in the 2nd Quarter budget review, the request from the Kingaroy Chamber of Commerce Inc. for financial support to the value of \$53,877.72 for:

1. New compliant toilet facilities suitable for use by People with Disabilities - \$31,246.72 (GST inclusive)
2. Contribute to the additional cost (over and above plasterboard) to supply of Black Formply ceiling with expressed shadow line joints - \$15,416.00 (GST inclusive)
3. Installation of R3.5 Batts to the ceiling cavity concurrently with new ceiling construction. - \$7,215.00 (GST inclusive)

In Favour: Crs Roz Frohloff, Gavin Jones, Kirstie Schumacher and Scott Henschen

Against: Cr Kathy Duff

CARRIED 4/1

OFFICER'S RECOMMENDATION

That South Burnett Regional Council consider in the 2nd Quarter budget review, the request from the Kingaroy Chamber of Commerce Inc. for financial support to the value of \$53,877.72 for:

1. New compliant toilet facilities suitable for use by People with Disabilities - \$31,246.72 (GST inclusive)
2. Contribute to the additional cost (over and above plasterboard) to supply of Black Formply ceiling with expressed shadow line joints - \$15,416.00 (GST inclusive)
3. Installation of R3.5 Batts to the ceiling cavity concurrently with new ceiling construction. - \$7,215.00 (GST inclusive)

BACKGROUND

Presented at the Community Standing Committee Meeting held on 8 December 2021.

ATTACHMENTS

Nil

15.3 KINGAROY AERODROME MASTER PLAN**File Number:** 15/12/2021**Author:** General Manager Community**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting held on 8 December 2021 was a report regarding information on the Kingaroy Aerodrome Master Plan.

SUMMARY**10.6 KINGAROY AERODROME MASTERPLAN**

COMMITTEE RESOLUTION 2021/188

Moved: Cr Roz Frohloff

Seconded: Cr Kirstie Schumacher

That Committee recommends to Council that:

1. South Burnett Regional Council notes the Chief Executive Officer operational decision to establish an Officer position dedicated to the operations of aerodromes and supporting stakeholder engagement for the Masterplan for Kingaroy aerodrome; and
2. considers in future budget discussions the allocation of resources for seeking specific technical advisors for elements of the scope and specification outlined in the invitation to offer for the Masterplan.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That;

1. South Burnett Regional Council notes the Chief Executive Officer operational decision to establish an Officer position dedicated to the operations of aerodromes and supporting stakeholder engagement for the Masterplan for Kingaroy aerodrome; and
2. considers in future budget discussions the allocation of resources for seeking specific technical advisors for elements of the scope and specification outlined in the invitation to offer for the Masterplan.

BACKGROUND

Presented at the Community Standing Committee Meeting held on 8 December 2021.

ATTACHMENTS**Nil**

15.4 QUEENSLAND HOUSING INVESTMENT GROWTH INITIATIVE(QHIGI)**File Number:** 15/12/2021**Author:** General Manager Community**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Community Standing Committee meeting held on 8 December 2021 was a report regarding information on the Queensland Housing Investment Growth Initiative (QHIGI).

SUMMARY**12.1 QUEENSLAND HOUSING INVESTMENT GROWTH INITIATIVE (QHIGI)**

COMMITTEE RESOLUTION 2021/197

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That South Burnett Regional Council: -

1. provide in principle support to entering into a partnership with Regional Housing Limited to submit an application under the Queensland Housing Investment Growth Initiative (QHIGI) to develop additional social housing in Kingaroy.
2. as part of the partnership arrangement, in accordance with Section 236 (1)(b)(ii) Exceptions for valuable non-current asset contracts of the *Local Government Regulations 2012*, Council dispose of the following vacant land to Regional Housing Limited at no cost.
 - 27B Kingaroy Street, Kingaroy (Lot 101 on SP272806 – 454m²)
 - 1 Kelvyn Street, Kingaroy (Lot 101 on SP257227 - 786 m²)
 - 10 Agnes Street, Kingaroy (Lot 7 on RP41769 - 986 m²)
 - 38-40 Banksia Way, Kingaroy (Lot 901 on SP193262 - 1770m²)

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

That South Burnett Regional Council: -

1. provide in principle support to entering into a partnership with Regional Housing Limited to submit an application under the Queensland Housing Investment Growth Initiative (QHIGI) to develop additional social housing in Kingaroy.
2. as part of the partnership arrangement, in accordance with Section 236 (1)(b)(ii) Exceptions for valuable non-current asset contracts of the *Local Government Regulations 2012*, Council dispose of the following vacant land to Regional Housing Limited at no cost.
 - 27B Kingaroy Street, Kingaroy (Lot 101 on SP272806 – 454m²)
 - 1 Kelvyn Street, Kingaroy (Lot 101 on SP257227 - 786 m²)
 - 10 Agnes Street, Kingaroy (Lot 7 on RP41769 - 986 m²)
 - 38-40 Banksia Way, Kingaroy (Lot 901 on SP193262 - 1770m²)

BACKGROUND

Presented at the Community Standing Committee Meeting held on 8 December 2021.

ATTACHMENTS

Nil

15.5 AWARD OF CONTRACT CLEANING OF COUNCIL BUILDINGS AND FACILITIES IN THE NANANGO AREA SBRC-21/22-08**File Number: 15-12-2021****Author: Property Management Officer****Authoriser: Chief Executive Officer****PRECIS**

Assessment of Tender SBRC-21/22-08 - Cleaning of Council buildings and facilities in the Nanango & Blackbutt areas.

SUMMARY

This tender was advertised on Council's tender platform from the 5th November 2021 and closed on the 26th November 2021. Three conforming tender responses were received and evaluated by Council's Property Department. Onsite inspections were conducted for this tender and attended by the two external tenderers.

OFFICER'S RECOMMENDATION

That Council award a contract for the cleaning of Council buildings and facilities in the Nanango & Blackbutt areas to T & S Labouring for a maximum term of 5 years, which consists of an initial 12 month and 2 further options for 24-month periods.

FINANCIAL AND RESOURCE IMPLICATIONS

The increase to Councils overall budget position delegated for this cleaning contract is \$7000.00 and due to the increase in costs to employee staff and materials required for this contract. This budget increase will be incorporated in the 2nd quarter 2021/22 Operational budget review.

LINK TO CORPORATE/OPERATIONAL PLAN

South Burnett Regional Council Corporate Plan

EC5 Continue to support, renew and maintain pools, libraries, halls and Customer Service Centres across our region at agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Tender advertised via Council Website, local newspaper and Council's E-tendering Platform Tenderlink. Site visits were conducted with potential applications and all expectations explained.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct legal implications arise from this report.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The normal contractual risks and mitigation strategies have been applied in assessing tenders as per Council's Procurement Policy.

ASSET MANAGEMENT IMPLICATIONS

Cleaning of Councils buildings is necessary for the on-going maintenance of the building assets and provides a clean and safe environment for Council staff and visitors.

REPORT

Council tendered the Cleaning of Council buildings and facilities in the Nanango/Blackbutt area as per Council's procurement policy. This tender was advertised on Council's Facebook and Website, it was also listed using Council's E-Platform Tenderlink. Advertisements were from the 5th November 2021 and closed on the 26th November 2021.

Council received three conforming submissions one local supplier and two suppliers outside of the South Burnett Region. All tenderers have suitably qualified staff, equipment, and experience in the cleaning industry.

Name of Supplier	Tender Price	Date Tender Received
T & S Labouring	\$49,490.15 exclusive	26-11-2021
Hyperclean Services Pty Ltd	\$51,828.22 exclusive	26-11-2021
Advanced National Services	\$60,371.21 exclusive	26-11-2021

T & S Labouring is the existing contract holder, they are a local provider that has provided the best competitive price for Council. This tenderer has extensive experience within the Council buildings and has successfully provided this service to Council for 10 years. This contractor has had no performance issues or outstanding rectification notices under their existing contract with Council.

ATTACHMENTS

Nil

16 PORTFOLIO - REGIONAL DEVELOPMENT**16.1 FEDERAL ELECTION ADVOCAY PLAN****File Number:** RD2**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

To progress the development of a Federal Election Advocacy Platform.

SUMMARY

With a Federal election expected in 2022 (date to be announced) a diverse range of initiatives requiring Council-led advocacy have been identified to seek Federal Government funding contributions.

OFFICER'S RECOMMENDATION

That Federal Election Advocacy Report be received for information and feedback on the priority areas contained within the report be provided to the Chief Executive Officer with a view to finalising the Advocacy Plan by February 2022.

FINANCIAL AND RESOURCE IMPLICATIONS

To assist with the delivery of initiatives for the community in line with Council's adopted Corporate Plan.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal discussion only prior to the preparation of writing this report through a Council workshop held on 1 December 2021.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Not Applicable

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Not Applicable

ASSET MANAGEMENT IMPLICATIONS

Manage Council assets effectively through the development and implementation of Asset Management Plans.

REPORT

Council previously developed an advocacy plan for the 2020 Queensland State Government election. The tables below are an adaptation of that proposal and Council's direction is sought to for the inclusion or otherwise of items into the Federal Election Advocacy Plan.

1. WATER FOR THE FUTURE

Council is aiming to increase access to water allocations and establish infrastructure that provides for improved water security across urban and rural water supplies.

1. Gordonbrook Dam storage for Boondooma water
2. Assessment of the future of Gordonbrook Dam as an urban and/or irrigation water source for the region
3. Assessment of the practical viability of Barlil Weir (prior to engaging in a full detailed business case) leading to the construction of a re-regulating weir on Barambah Creek
4. Targeted investment assessment on the strategy for accessing new water for irrigators in Blackbutt

2. ROAD AND DRAINAGE INFRASTRUCTURE AND NETWORKS

Regional communities need safe roads.

Council will prioritise continued works both in terms of gravel re-sheeting and the sealing of existing gravel roads and ongoing maintenance and improvement works to our regional roads. Council would like to develop Transport Corridors throughout the region and appropriate infrastructure to accommodate the volume and type of road transport.

1. Renewals and safety improvements:
 - Mundubbera-Durong Road improvements
 - Memerambi – Gordonbrook Road
 - Kingaroy Barkers Creek Road
 - Byee Road
2. Increased programmes for renewals in addition to upgrade of guardrails and bridges across the region including:
 - Tanduringie Bridge
3. Critical transport assets and community connectivity infrastructure which would include rail trails, cycleways, and increased footpath connectivity
4. Advocate for continued Commonwealth Government investment in major connecting highways and freight routes that enable producers to transport their product to export markets via Bundaberg Port, Wellcamp Airport or Brisbane
5. Increased support for Roads to Recovery and the Local Roads and Community Infrastructure (LRCI) Programmes.

3. FINANCIAL GOVERNANCE & ASSET MANAGEMENT

Queensland is growing and so is the demand for Council services.

Within Australia, since 1996 Local Government costs have increased over 400%. Over the same period the value of the Financial Assistance Grant from the Federal Government has fallen from 1% of Commonwealth tax revenue to just 0.55%. This funding gap is becoming harder

for Councils to close through own source revenue options, particularly in rural and regional communities. Often these communities' ratepayers have lower incomes and still the demand for both infrastructure and operational spending is higher per person. This funding gap forces Councils into a choice of delivering the services that their community needs (and not just want), or their own financial sustainability. Restoring the Financial Assistance Grant funding levels back to 1996 levels will go a very long way to giving rural and regional Councils and their communities the stability and services they need to thrive.

1. Support the Australian Local Government Association's call to restore the national value of

Financial Assistance Grants funding to an amount equal to at least 1 % of Commonwealth Taxation revenue and therefore to provide a fairer share of federal funding for our local communities.

2. Support and maintenance for community health services with Community Health including mental health and suicide prevention programmes.
3. Greater flexibility and roadside grazing regulation for drought management
4. Bio-security initiatives and funding commitments to ensure compliance with Local Government bio-security plans

4. REGIONAL & ECONOMIC DEVELOPMENT

Council needs investment to grow our region's population, boost employment, liveability, and industry across the region.

1. 2025 South Burnett Regional Development Strategy
2. Working together with Government to build a plan for our region's coal transition beyond the eventual closure of Tarong Power Station and Meandu Mine including support for renewable energy projects.
3. Investment in food manufacturing and processing sector, and other potential value adds in a way that creates long term employment, export, and supply chain opportunities.
4. Investigate further development opportunities to improve and expand the usage and development of the Kingaroy Airport through the development of a Master Plan, Glider Hub and Air Park development.
5. Queensland Space Industry (Concept) in line with Queensland Space Industry Strategy 2020-25
6. National Park infrastructure and nature-based tourism - Bunya Mountains National Park
7. Greater diversification of Agribusiness
 - support for Coolabunia Saleyards.

5. DATA COMMUNICATIONS AND BLACK SPOTS

Quality mobile phone and data connectivity isn't just about convenience, it is essential for business, small, medium or large – rural or urban.

Emergency services, the visitor economy, all sectors require stable and effective communications infrastructure to operate and thrive. Regrettably far too many parts of the South Burnett Regional Council area still lack effective mobile phone services and data connectivity. The work in removing Queensland mobile black spots has been welcome, but it is far from finished.

1. Transform Kingaroy as a smart country hub with investment in QCN fibre, electric parking bays and improved telecommunications infrastructure as part of the Kingaroy Transformation Project, funded in part by the Federal Governments Building Better Regions Fund which would include the development of a Regional University Centre which delivers programmes such as Mechatronics and Health
2. Expand Internet connectivity of the region and develop "smart communities"
3. Expand mobile phone coverage across the South Burnett
4. Disaster Recovery and system fail-safe for continuity of service
5. Development of an online self-service portal for rate payers for requests, applications, account status

Items that have been previously considered but may not be included within the Federal Election Plan as currently underway or being pursued through other means:

1. Assessment of the incremental urban water needs from now until 2037 and development of a tangible, actionable strategy to acquire permanent water allocations from Stanwell
2. Construction of water recycling plant at Swickers Bacon Factory facility

in Kingaroy

3. Development of an Economic Road Map that identifies and assesses the best strategy to capitalise on the region's unique water and economic environment. The Road Map will have a focus on creating jobs to prepare for the closure of Tarong Power Station
4. Sealing of Bunya Mountains-Maidenwell Road
5. A review of the methodology by State Government for the distribution of the Federal Assistance Grant to maintain and improve current levels of funding
6. Emergency Power Nanango
7. Community building and facility upgrades and renewals
8. Community liveability upgrades including arts, open space refurbishments, park and playground equipment upgrades
9. Tourist facility upgrades and local tourism initiatives
10. Economic Recovery Initiatives

ATTACHMENTS

Nil

16.2 BIEDO BOARD REPRESENTATIVE

File Number: 08/12/2021
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

To update Council on the BIEDO Board representation. South Burnett Regional Council has supported and has been a member of BIEDO with a budget allocation since 2004. This matter was laid on the table and the Executive & Finance and Corporate Standing Committee Meeting on 8 December 2021

SUMMARY**Committee Resolution 2021/142**

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That the matter lay on the table until the December Ordinary Meeting of Council.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

OFFICER'S RECOMMENDATION

Procedural Tabling Motion

That BIEDO Board Representative be taken off the table.

That South Burnett Regional Council appoint _____ as the Council representative to the BIEDO board.

BACKGROUND

AT the Ordinary meeting of 29 April 2020, Council adopted the following resolution:

5.3.3 CP - 2682021 - Appointment of Councillor Representatives on Council Committees and Other Organisations Resolution:

Moved Cr SW Henschen, seconded Cr RJ Frohloff.

That the following Councillors be appointed as the Council representatives to Council Committees and other organisations as listed below:

- *Committees for nomination of Councillor appointments*
- *Councillor Membership*
- *Councillor/s allocation*

Burnett Inland Economic Development Organisation (BIEDO) - 1 Councillor Cr Kirstie Schumacher

Cr Schumacher has completed her term and as BIEDO has recently conducted its AGM Council is requested to consider a new nomination to the Board.

FINANCIAL

Council pays an annual membership fee to BIEDO of \$10,000 plus GST.

ATTACHMENTS

Nil

16.3 PARTNER COUNCIL MEMBERSHIP WITH TOOWOOMBA AND SURAT BASIN ENTERPRISE**File Number:** 15/12/2021**Author:** Coordinator Executive Services**Authoriser:** Chief Executive Officer**PRECIS**

Presented at the Executive and Finance & Corporate Standing Committee Meeting on Wednesday 8 December 2021 was a Notice of Motion from Cr Schumacher.

SUMMARY**11.1 NOTICE OF MOTION - PARTNER COUNCIL MEMBERSHIP WITH TOOWOOMBA AND SURAT BASIN ENTERPRISE****Committee Resolution 2021/143**

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the committee recommends to Council:

That South Burnett Regional Council become a partner regional council with TSBE, Toowoomba and Surat Basin Enterprise and that the Chief Executive Officer, be given delegate to negotiate the terms of a diamond membership package to include:

- Attendance at TSBE board room briefings and stakeholder events that enable Council to identify the opportunities for collaboration in neighbouring regional projects of significance or partner with key industry leaders or investors.
- Targeted advocacy support, that includes working with the TSBE team to identify the broader regional and industry challenges and work with all levels of government to leverage growth opportunities and advance the South Burnett region.
- Targeted investment attraction support that enables Council to establish working relationships with major project owners and leverage opportunities in the energy, health, agriculture and manufacturing sectors.
- Direct assistance and support in identifying suitable grant opportunities and completing applications.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**OFFICER'S RECOMMENDATION**

That South Burnett Regional Council become a partner regional council with TSBE, Toowoomba and Surat Basin Enterprise and that the Chief Executive Officer, be given delegate to negotiate the terms of a diamond membership package to include:

- Attendance at TSBE board room briefings and stakeholder events that enable Council to identify the opportunities for collaboration in neighbouring regional projects of significance or partner with key industry leaders or investors.
- Targeted advocacy support, that includes working with the TSBE team to identify the broader regional and industry challenges and work with all levels of government to leverage growth opportunities and advance the South Burnett region.
- Targeted investment attraction support that enables Council to establish working relationships with major project owners and leverage opportunities in the energy, health, agriculture and manufacturing sectors.
- Direct assistance and support in identifying suitable grant opportunities and completing applications.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee Meeting on Wednesday 8 December 2021

ATTACHMENTS

Nil

17 INFORMATION SECTION

17.1 DELEGATED AUTHORITY REPORTS

File Number: 15/12/2021

Author: Administration Officer, Planning & Land Management

Authoriser: Chief Executive Officer

PRECIS

Reports signed by the Chief Executive Officer under delegated authority.

SUMMARY

This report comprises a listing of any reports approved by delegated authority.

OFFICER'S RECOMMENDATION

That the Delegated Authority report be received.

ATTACHMENTS

1. Signed Meeting Report for RAL21/0020 - Extension to currency period for development application RAL21/0015 at 14471 D'Aguilar Highway, Nanango (and described as lot 100 on SP 287694) [↓](#) 
2. Signed Meeting Report for RAL21/0012 - Reconfiguration of lot (2 lots into 3 lots) at 3 - 5 Thelma Street, Kingaroy (and described as Lots 10 & 12 on RP71979) [↓](#) 
3. Signed Meeting Report for MCU21/0007 - Material Change of Use for a food and drink outlet at 50 King Street, Nanango (and described as Lot 138 on N231) [↓](#) 
4. Signed Meeting Report for RAL21/0008 - Reconfiguration of a lot (2 lots into 6 lots) at Old Esk North Road, South East Nanango (and described as Lot 22 on SP181271) [↓](#) 
5. Signed Meeting Report for RAL21/0015 - Reconfiguration of a lot (Boundary Realignment) at 387 River Road, Inverlaw (and described as Lot 2 on RP167555 & Lot 12 on SP 322593) [↓](#) 
6. Signed Meeting Report for MCU21/0014 - Material Change of use - Dwelling house & Short -term accomodation (4 bedrooms) at 1 Bunya Avenue, Bunya Mountains (and described as Lot 1 on SP308120) [↓](#) 
7. Signed Meeting Report for OPW21/0008 - Operational Works application for Access & Services for subdivison works (5 Lots) at Markwell Street, Kingaroy (and described as Lot 55 on SP249662) [↓](#) 
8. Signed Meeting Report for RAL21/0017 - Reconfiguration of a lot (Boundary Realignment - 3 lots into 3 lots) at 70, 82 & 92 Crumpton Drive, Blackbutt North (and described as Lot 3 on SP310062, Lot 82 & 81 on RP173326) [↓](#) 
9. Signed Meeting Report for RAL21/0016 - Reconfiguration of a lot (Boundary Realignment to correct boundary fence encroachment between adjoining lots) at 125 & 99 Borcharts Road, Kingaroy (and described as Lot 4 on SP235443, Lot 2 on RP853877) [↓](#) 

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0.0 EXTENSION TO CURRENCY PERIOD FOR DEVELOPMENT APPLICATION RAL21/0015 AT 14471 D'AGUILAR HIGHWAY, NANANGO (AND DESCRIBED AS LOT 100 ON SP 287694)

File Number: RAL21/0020
Author: Senior Planner
Authoriser: Acting Manager Environment & Waste

	SIGNATURE	DATE
MANAGER	<i>[Signature]</i>	22/11/21
GM	<i>[Signature]</i>	22/11/21
CEO	<i>[Signature]</i>	23.11.2021

PRECIS

Extension to application for Reconfiguration of a Lot - 1 Lot into 15 lots - Staged - 14471 D'Aguliar Highway Nanango - Lot 100 on SP287694 - Applicant: Trenberg P/L - RAL21/0020

SUMMARY

- A request to extend the currency period of the Development Approval under s86 of the *Planning Act 2016* by an additional four (4) years until 11 December 2023;
- Decision Notice originally issued on 11 December 2009 approving 15 lot rural residential subdivision;
- Stages 2 & 3 and all stages to be completed prior to 11 December 2021;
- A new lapsing date is sought for Stage 2 and 3 to 11 December 2024 which includes the Minister's COVID second extension declaration;
- The proposed extension has been assessed with regard to the relevant matters as identified in the report;
- Recommendation that Council approve the requested two (2) year extension reflecting currency period of 11 December 2023 plus 6 month COVID extension stating all stages to be completed prior to 11 May 2024 and include an updated Infrastructure Charges Notice.

OFFICER'S RECOMMENDATION

It is recommended that Council approve a two (2) year extension under s86 of the *Planning Act 2016* for Stages 2 & 3 until 11 December 2023 (excluding 6mth COVID extension) noting Stage 1 has been completed on 14 April 2021 and include an updated Infrastructure Charges Notice, as follows (new text in bold and deleted text in strikethrough):

General

GEN1. Development of the subject land is to proceed generally in accordance with the following proposal plan prepared by Murray & Associates Consulting Surveyors:

- Job Number 42769 (Stages 1, 2 & 3 of Proposed Reconfiguration of Lot 1 on RP180937) dated 28 April 2009

GEN2. The following conditions apply to all stages unless stated otherwise.

GEN3. The currency period for this development approval for reconfiguring a lot is two (2) years expiring on 11 December 2021. The development approval will lapse unless the survey plan for Stage 1 of the development required to be given to Council for approval is not provided within this period.

GEN4. The development approval will also lapse if the survey plans for the remaining Stages 2-3 required to be given to Council for approval are not provided by 11 December 2021-2023 (excluding 6mth COVID extension).

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GEN5. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.

GEN6. The applicant is required to maintain the site in a clean and orderly state at all times, clearing of declared weeds and feral animals.

GEN7. Conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the Survey Plan for each stage, and it is the Applicant's responsibility to notify Council to inspect compliance with conditions.

Sealing a Survey Plan fee will be charged for each stage, with payment required prior to Council consenting to the Survey Plan.

GEN8. The development herein approved may not start until the following development permits have been issued and complied with as required:

- Development permit for Operational Works.

Survey Marks

RAL1. Prior to the submission of the Plan of Survey to Council, the applicant is to install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

Valuation Fees

RAL2. Payment of *Department of Natural Resources and Mines* valuation fees that will result from the issue of split valuations prior to Council sealing the Survey Plan. The contribution is currently \$47.00 per lot; -

- Stage 1 \$188.00 (4 x \$47.00);
- Stage 2 \$235.00 (5 x \$47.00); and
- Stage 3 \$282.00 (6 x \$47.00).

The actual amount payable will be based on Council's Register of Regulatory & Cost Recovery Fees and the rate applicable at the time of payment.

Electricity

RAL3. Reticulated electricity is to be provided to the development in accordance with relevant Australian Standards.

RAL4. Written confirmation from the electricity authority, that all matters relating to the reticulation of electricity including electrical civil works have been completed, is to be provided to Council prior to sealing the Survey Plan.

Telecommunications

RAL5. Evidence of an agreement to provide a telephone service is to be provided to Council prior to sealing the Survey Plan.

Easements and Drainage Reserves

ENG 1. Easements are required over any interallotment drainage systems. Such easements shall be not less than three (3) metres in width.

ENG 2. Provide appropriate easements in favour of Council where it is necessary for stormwater and flow paths drainage to traverse privately owned property both within and external to the development to a point satisfactory to Council.

ENG 3. Each stage of the proposed development, as shown on the drawing entitled *Job No 42769 Plan of Stages 1, 2 & 3 of proposed Reconfiguration of Lot 1 on RP180937* by Murray & Associates, dated 26/04/09 but provided as a PDF file named 147Plan_STAGING shown

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in its document properties as dated 31/07/2015, shall be provided with a Legal Point of Discharge, allowing stormwater to outlet to a practical location. Easement plans and associated legal documentation shall be forwarded to Council for signature at the time of sealing the survey plan for each stage.

Building Envelopes

ENG 4. Provide evidence by a Registered Professional Engineer of Queensland (RPEQ) that each lot is capable of providing a flood free building envelope that is suitably shaped with a minimum area of 2000m² complying with the requirements of the Queensland Urban Drainage Manual (QUDM).

Street Names & Signage

ENG 5. The applicant is required to make an application to Council for the name of the proposed cul-de-sac. A minimum of three (3) names are to be provided by the applicant in accordance with Council's Road Naming Policy.

ENG 6. The applicant is required to design and install all street warning and regulatory signage and street name plates in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).

On-Site Sewerage Disposal Systems

ENG 7. Prior to Council sealing a Survey Plan for the Reconfiguration of a Lot, the applicant is required to prepare an On-Site Waste Management Report that forms that the area is favourable for the land application of treated wastewater in accordance with AS/NZS 1547:2012 On-site Domestic-Wastewater Management and the Queensland Plumbing and Wastewater Code (2011).

Stormwater Drainage

ENG 8. Provide a stormwater drainage system, including all surface, underground and roof water components, to effectively drain all stormwater falling on to the proposed development to Council's stormwater system, rainwater tanks or other lawful point of discharge. Such works shall be sized and constructed as determined by the detailed design.

ENG 9. All stormwater drainage infrastructure serving the site including all surface, underground and roof water components shall be designed:

- (a) in accordance with the requirements of the *Queensland Urban Drainage Manual* (QUDM) and certified by a RPEQ engineer; and
- (b) so that the development will not make material changes to the pre-development location, duration, frequency or concentration of overland stormwater flow at the point of discharge to all downstream properties including road reserves.

ENG 10. Any new earthworks or structures shall not concentrate or impede the natural flow of water across property boundaries and onto any other lots including the road reserve.

ENG 11. Stormwater drainage shall be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.

New Road

ENG 12. All internal roads are to be classified as Rural Residential Secondary, requiring a 6.0m seal within a 9.0m formation (minimum) except as specified below. Pavements are to be designed to cater for the ultimate development traffic loading.

ENG 13. All new internal roads reserves are to be a minimum of 16.0m with a 5.0m verge.

Property Access

Item 0.0

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- ENG 14. Before sealing of the survey plan, provide a single property access from the front property alignment of each proposed lot to the abutting road carriageway, in accordance with Council's Standard Drawing SBRC00049 Rural Property Access and Table S2.7 – Design and Construction Standards of the Nanango Shire IPA Planning Scheme.
- ENG 15. Only one access per allotment shall be permitted.
- ENG 16. The access shall be constructed:
- (a) to permit vehicles to enter and leave the property in a forward gear;
 - (b) such that it does not cause a trip hazard to pedestrians;
 - (c) to ensure that low-clearance vehicles can enter and leave the property; and
 - (d) such that fencing, landscaping and letterboxes do not impede sight lines for vehicles entering or leaving the property or driving along Knight Street.
- ENG 17. The applicant shall remove any disused vehicle entrances.

Earthworks

- ENG 18. Any proposed earthworks if not self-assessable against the Nanango Shire IPA Planning Scheme shall be done in accordance with Council's Planning Scheme Part 3.4.2 *Urban Locality Code – 020 (g) Earthworks* and in compliance with the *Queensland Development Code Part NMP 1.7 - Retaining Walls and Excavation And Filling*; and shall be undertaken under a Development Permit for Operational Works.

Staging

- ENG 19. Before commencing construction, the applicant shall submit additional drawings to Council's General Manager of Infrastructure for operational works approval, detailing the proposed extent of work for each proposed stage (stages 1, 2 and 3) and temporary works required between stages to achieve compliance with the conditions;

A revised design certificate covering amendments to current design drawings and the additional drawings required for staging of the works shall be submitted to Council confirming that all engineering drawings are in accordance with Australian Standards, accepted engineering practice and the *Professional Engineers Act 2002*.

Advice

- ADV 1. As described in the *Planning Guidelines for Water Supply and Sewerage*, "It is the legal responsibility of building owners and building occupiers to engage an appropriately qualified person to design, construct and maintain fire safety installations in accordance with the relevant Australian Standards and Building Codes".
- ADV 2. Before any development approval for building works may be considered, the owner will be required to construct an on-site sewerage system to approved plans including a sewage treatment works in accordance with the requirements of AS/NZS: 1547:2012 *On-site Domestic Wastewater Management*; the *Queensland Plumbing and Wastewater Code* (2011); and the requirements of the Nanango Shire IPA Planning Scheme Table S2.9 (a), *Rural, Village and Rural Residential*, at no cost to Council.
- ADV 3. All conditions, the subject of this approval, must be complied with prior to the Council's endorsement of the plan of subdivision, unless satisfactory security is given to the Council to ensure compliance with the conditions.
- ADV 4. Operational work will be inspected upon practical completion and if satisfactory will be placed on maintenance for a period of twelve months after which the works will be reinspected and taken off maintenance if satisfactory. It is the responsibility of the applicant to maintain the works for the full duration of the maintenance period.

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- ADV 5. Telecommunication connections can be arranged by emailing F1103721@team.telstra.com and providing the following information:
- Full name;
 - Address of property including state and postcode;
 - Lot No's and Plan No's; and
 - What the development is (units, subdivision, shop, etc)
- ADV 6. It is encouraged that the development is discussed with Ergon Energy upon receipt of this approval to facilitate the timely supply of electricity to the development. Connection of electricity can take up to eight (8) months from the date of application to Ergon Energy.
- ADV 7. 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.
-  ADV 8. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.
- ADV9. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

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FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication identified.

POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

No implication can be identified.

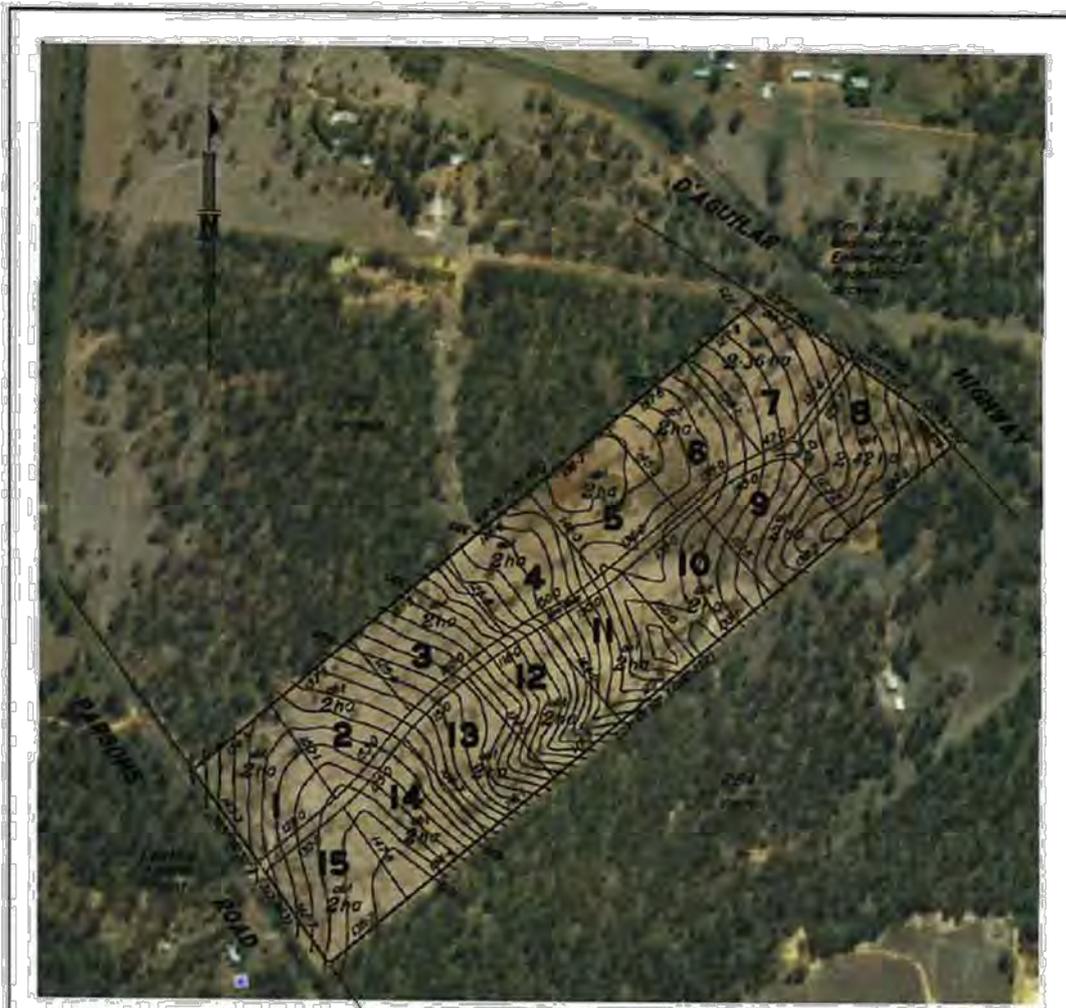
ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

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APPROVED PLAN

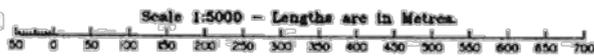


Notes

1. Areas and dimensions are approximate only and subject to final Survey and Council approval.
2. Contours digitized from Kimmerley & Associates Detail Survey.
3. Aerial Photo derived from Ortho Mapping.
4. This is a proposal plan only and should not be used for land dealings. Murray & Associates (Old) Pty Ltd accept no responsibility if this plan is used for any other purpose.

STAGES

- Stage 1: Lots 1, 2, 14 & 15
- Stage 2: Lots 3, 4, 11, 12 & 13
- Stage 3: Lots 5-10



MURRAY & ASSOCIATES (OLD) PTY. LTD. CONSULTING SURVEYORS LAND & ENGINEERING SURVEYING, PLANNING HAMBOUR Curtis St. Ph. (07) 54412188 Fax: (07) 54412801 CARBOULTURE King St. Ph. (07) 54861478 Fax: (07) 54861738 LINDSAY Ewarton St. Ph. (07) 48875533 Fax: (07) 48822808 OYME Reef St. Ph. (07) 54821464 Fax: (07) 54820295 ROMA Rowley St. Ph. (07) 48221888 Fax: (07) 48221888 TOWN PLANNERS	PLAN OF Stages 1, 2 & 3 of Proposed Reconfiguration of Lot 1 on RP180937	CLIENT: P, J & P NEE
		LOCALITY: NANANGO MAP REF: 9244-1213
		DATE: 28/04/09 LEVEL: ASSR4M FILE: 42769 (Proposed)_Plan.dwg
		DRAWN: RJ CHECKED: SWB TR: FOR: 283 SCALE: 1:5000 JOB NO: 42769
PARISH: NANANGO COUNTY: Fitzroy		

Delegated Authority

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REPORT

SITE DETAILS				
Street Address:	14471 D'Aguiar Highway, Nanango			
RP Description:	Lot 1 on RP180937			
State Referral Agencies:	SARA – Site is adjacent to a State Controlled Road. No requirements as per the original development application and subsequent staging of the development			
Owner				
SITE AND LOCALITY DESCRIPTION				
Land Area:	32.44ha			
Existing Use of Land:	Vacant			
Road Frontage:	Property has frontage to both Parsons Road and D'Aguiar Highway			
Road/s	Road Hierarchy	Width of Road Reserve	Width of Pavement	Road Material
Access via Parsons Road	Collector Minor	12m approximately	6m	bitumen
Easements	Nil			
Significant Features:	Site	 <p>Cleared land with internal road constructed but has evidence of significant wash and erosion.</p>		
Topography:	Slopes in a north-easterly direction			
Surrounding Land Uses:	Land Use	Zone/Precinct		
	Surrounding allotments are a mix of rural and rural residential zone. Average lot sizes in the locality at approximately 2ha.			

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1 - Excerpt from Council's Planning Scheme Zone Map No. 2

Services: Nil apart from bitumen road frontage

PLANNING SCHEME DETAILS		
Current Planning Scheme:	South Burnett Regional Council Planning Scheme Version 1.4	Commenced 2 October 2017
Zone:	Rural residential	
Precinct:	Nil	
Overlays:	OM2 – Bushfire Hazard OM8 – Agricultural	
Infrastructure Resolution	Charges	<p>Council adopted the LGIP on 24 June 2019 which commenced on 1 July 2019.</p> <p>The types of development that may trigger the issuing of an infrastructure charges notice are:</p> <ul style="list-style-type: none"> a) Reconfiguring a Lot; b) Making a Material Change of Use; c) Carrying out Building Work. <p>The property is within the catchment mapping and is therefore subject to relevant adopted charges.</p> <ul style="list-style-type: none"> - Parks & land for community facilities - Transport network

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APPLICATION HISTORY

The original development approval has been in place since December 2009, only on 14 April 2021 did the applicant obtain Council's endorsement for Stage 1. The currency period of this stage was extended for six (6) months under the COVID-19 applicable event extension granted by the Minister for Planning in July 2020 providing for the endorsement of the survey plan after 11 December 2020.

Various changes to the original approval had occurred since South Burnett Regional Council granted a Development Permit for Reconfiguring a Lot (1 lot into 15 lots) over Lot 1 on RP180937 on 9 December 2009 (IR508620) under the *Integrated Planning Act 1997* expiring on 11 December 2013.

On 17 February 2014, South Burnett Regional Council granted a Change to Existing Approval Decision Notice (IR1234993) under the *Integrated Planning Act 1997* expiring on 11 December 2017. The change also updated conditions of approval which reflected Council's current policies.

On 3 August 2015 another request to Change an Existing Approval was received to extend the currency period by an additional four (4) years (IR1491156). Council approved by Delegated Authority a two (2) year extension ending on 11 December 2019. This request also staged the rural residential development in three (3) stages. Conditions were updated to reflect requested changes and current policies.

Council recommended refusal of the requested four (4) year extension in 2019 however approved a two (2) year extension with an updated Infrastructure Charges Notice and all stages to be completed prior to 11 December 2021 which enabled the applicant to finalise Stage 1 of the development and allow future stages to be completed by the 2021 date.

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APPLICATION DETAILS

APPROVED DEVELOPMENT	
Type of Approval	Reconfiguring a lot – Development permit
Approved Development	1 lot into 15 lots (3 stages)
Variations Approved	Nil
Level of Assessment	Code assessable
Gross Floor Area	N/A
Car Parking Spaces	N/A
Service Vehicle Provision	N/A
Original Submissions Received	Nil
Currency Period Lapses	Stage 1 – Completed Stages 2 & 3 – 11 December 2021

APPLICANT DETAILS	
Applicant:	Trenberg Pty Ltd C/- ONF Surveyors
Owner:	Trenberg Pty Ltd
Type of Application:	Extension to currency period
Requested Extension	Two (2) years plus 6mth Minister's COVID declaration extension
Decision Making Period Ends	12 November 2021

CONSULTATION	
Internal	Development Engineer provided an updated Infrastructure Charges Notice
External (original DA)	Department of Main Roads (Concurrence) for premises adjoining State controlled road. Department advised no requirements.

2.0 PLANNING CONSIDERATIONS

2.1 Extension to the current period

Section 87(1) of the *Planning Act 2016* establishes the following for the assessment of extension applications:

"When assessing an extension application, the assessment manager may consider any matter that the assessment manager considers relevant, even if the matter was not relevant to assessing the development application."

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The following table identifies the matters relevant to the assessment of the extension application, any comments made by the applicant and the relevant assessing comments made by the assessing officer:

Relevant Matter	Relevant Comments
<p>Consistency with local categorising instrument.</p>	<p>The applicant has requested to extend a period of two (2) years therefore, Council may have regard to the current laws and policies applying to the development.</p> <p>Since the development approval was given under the Nanango Shire IPA Planning Scheme and has been replaced with the South Burnett Regional Council Planning Scheme 2017 v1.4.</p> <p>The planning provisions under the Nanango Shire IPA Planning Scheme are considered consistent with the planning provisions that currently apply under the South Burnett Regional Council Planning Scheme v1.4.</p> <p>The property was initially zoned for Rural purposes in mind under the Nanango Shire IPA Planning Scheme however, when the South Burnett Regional Council planning scheme was introduced the zone was amended to reflect the current and nearby land uses ie. Larger rural to rural residential lots.</p> <p>Under <i>Sustainable Planning Act 2009</i> s341 (6) the lapsing of a development approval for a material change of use of premises or reconfiguring a lot does not cause an approval mentioned in subsection (3) ie. Other than a MCU or ROL to lapse.</p> <p>S3 of SPA states :- to the extent a development approval is for a development other than a material change of use of premises or reconfiguring a lot, the approval lapses if the development does not substantially start within the following period (also the relevant period) –</p> <ul style="list-style-type: none"> (a) 2 years starting the day the approval takes effect; (b) If the approval states a different period from when the approval takes effect – the stated period.

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	<p>Council advised O'Reilly Nunn Favier (consultants) via email on 25 September 2019 that the operational work had substantially started therefore, the works could continue under the previous approval.</p> <p>The survey plan for Stage 1 on 14 April 2021 was endorsed by Council (POS21/0003) leaving the balance of Stages 2 & 3 to be completed by 11 December 2021.</p> <p>In consideration of the consistency of the development approval with the applicable Infrastructure Charges under Council's current LGIP, it is reasonable that the contributions be charged at the current rate. Council has calculated new charges which are provided in an Infrastructure Charges Notice (ICN).</p>
<p>Compliance with current assessment benchmarks</p>	<p>The zoning change that occurred when the current planning scheme was introduced changed the purpose and overall outcomes sought for the zone and is now considered to represent the overall outcomes of the rural residential zone.</p> <p>The approved development would also be subject to code assessment under the South Burnett Regional Council Planning Scheme 2017.</p>

On the basis of previous extensions granted, minor changes and currency period, including the completion of Stage 1 there are adequate grounds to support a further two (2) year extension to the current period for the development.

Should the entire development not be completed within the approved current period (11 December 2023 excluding 6mth COVID extension), the development will lapse and the application for reconfiguring a lot will need to be remade under the laws and policies applicable.

The South Burnett Regional Council Planning Scheme commenced on 2 October 2017, which includes new and relevant provisions to future assessment. Council also has the opportunity to levy infrastructure charges as per the Infrastructure Charges Resolution (No. 3) 2019 which took effect from 1 July 2019.

2.2 South Burnett Regional Council Planning Scheme 2017

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Under the current Planning Scheme the site is situated in the Rural residential zone, as such if the change application is approved it would not constitute a conflict with the South Burnett Regional Council Planning Scheme 2017.



2 - Excerpt from Council's Planning Scheme Zone Map No. 2

4.0 CONCLUSION

It is recommended that the Council approve the extension to the current period under s86 of the *Planning Act 2016* for two (2) years for all Stages 2-3 and include an updated Infrastructure Charges Notice.

To extend the time beyond 2023 would be an extension to the current period from the original decision of 14 years, over which time both local and state policies have changed and community awareness of the development will be significantly limited, and ample opportunity has been provided to implement the development over the time already granted. All development must be completed within the existing timeframes of the development approval.

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ATTACHMENTS

Nil



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ATTACHMENT A
INFRASTRUCTURE CHARGES NOTICE
(Section 119 of the Planning Act 2016)

APPLICANT: Trenberg P/L, Wieden Investments P/L & Chinatown (Gold Coast) Pty Ltd

APPLICATION: RAL19/0015 – Stage 2 (5 lots)

DATE: 22/11/2021

AMOUNT OF THE LEVIED CHARGE: <i>(Details of how these charges were calculated are shown overleaf)</i>	\$22,095.00	Total
	\$0.00	Water Supply Network
	\$0.00	Sewerage Network
	\$12,050.00	Transport Network
	\$10,045.00	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 attached to this notice for more information on how the increase is worked out.

PREMISES TO WHICH CHARGE APPLIES: Lot 1 RP180937

SITE ADDRESS: 14471 D'Aguilar Highway, Nanango

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*

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DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	-	-	-

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	-	-	-

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable	-	-	-	-	-

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	-	-	-

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot	5	allotment	\$2,410.00	CR Table 2.3	\$12,050.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Nil	0	Allotment	\$0.00	-	\$0.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot	5	allotment	\$2,009.00	CR Table 2.3	\$10,045.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
-	-	-	-	-	-

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Nil	0	Allotment	\$0.00		\$0.00
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Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable					

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable					

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Reconfiguring a Lot - Stage 1 (4 lots)	\$0.00	\$0.00	\$12,050.00	\$10,045.00	\$0.00	\$22,095.00
Total	\$0.00	\$0.00	\$12,050.00	\$10,045.00	\$0.00	\$22,095.00

* In accordance with section 120 of the Planning Act 2016.

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IMPORTANT INFORMATION

Appeals

A person who has been given, and is dissatisfied with an Infrastructure Charges Notice or Negotiated Infrastructure Charges Notice has, under s229(1) and Schedule 1 of the *Planning Act 2016*, the right to lodge an appeal to the Planning and Environment Court or a Development Tribunal.

The timeframes for starting an appeal in the Planning and Environment Court or Tribunal are set out in s.229(3) of the *Planning Act 2016*.

Section 229(6) and Schedule 1 of the *Planning Act 2016* states the grounds for appealing an Infrastructure Charges Notice or Negotiated Infrastructure Charges Notice.

Automatic Increase Provision of charge rate (\$)

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.

However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

GST

The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.

Making a Payment

This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.

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.

An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;

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.

Delegated Authority

Date: 22/11/2021

- 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

□

Delegated Authority

Date: 22/11/2021

ATTACHMENT B
INFRASTRUCTURE CHARGES NOTICE
(Section 119 of the Planning Act 2016)

APPLICANT: Trenberg P/L, Wieden Investments P/L & Chinatown (Gold Coast) Pty Ltd

APPLICATION: RAL19/0015 – Stage 3 (6 lots)

DATE: 22/11/2021

AMOUNT OF THE LEVIED CHARGE: <i>(Details of how these charges were calculated are shown overleaf)</i>	\$26,514.00	Total
	\$0.00	Water Supply Network
	\$0.00	Sewerage Network
	\$14,460.00	Transport Network
	\$12,054.00	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 attached to this notice for more information on how the increase is worked out.

PREMISES TO WHICH CHARGE APPLIES: Lot 1 RP180937

SITE ADDRESS: 14471 D'Aguilar Highway, Nanango

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*

Delegated Authority

Date: 22/11/2021

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable					

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable					

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable					

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable					

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot	6	allotment	\$2,410.00	CR Table 2.3	\$14,460.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Nil	0	Allotment	\$0.00		\$0.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot	6	allotment	\$2,009.00	CR Table 2.3	\$12,054.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount

Delegated Authority				Date: 22/11/2021	
Nil	0	Allotment	\$0.00		\$0.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Not Applicable					

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable					

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Reconfiguring a Lot - Stage 1 (4 lots)	\$0.00	\$0.00	\$14,460.00	\$12,054.00	\$0.00	\$26,514.00
Total	\$0.00	\$0.00	\$14,460.00	\$12,054.00	\$0.00	\$26,514.00

* In accordance with section 120 of the Planning Act 2016.

Delegated Authority

Date: 22/11/2021

IMPORTANT INFORMATION

Appeals

A person who has been given and is dissatisfied with an Infrastructure Charges Notice or Negotiated Infrastructure Charges Notice has, under s229(1) and Schedule 1 of the *Planning Act 2016*, the right to lodge an appeal to the Planning and Environment Court or a Development Tribunal.

The timeframes for starting an appeal in the Planning and Environment Court or Tribunal are set out in s.229(3) of the *Planning Act 2016*.

Section 229(6) and Schedule 1 of the *Planning Act 2016* states the grounds for appealing an Infrastructure Charges Notice or Negotiated Infrastructure Charges Notice.

Automatic Increase Provision of charge rate (\$)

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 average². 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.

However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

GST

The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.

Making a Payment

This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.

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.

An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;

² 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.

Delegated Authority**Date: 22/11/2021**

- 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





Delegated Authority _____ Date: _____

0.0 RECONFIGURATION OF A LOT (2 LOTS INTO 3 LOTS) AT 3 - 5 THELMA STREET, KINGAROY (AND DESCRIBED AS LOT 10 RP71979 & LOT 12 RP71979) - APPLICANT: ONF SURVEYORS

File Number: RAL21/0012
Author: Senior Planner
Authoriser: Acting Manager Environment & Waste

	SIGNATURE	DATE
MANAGER	<i>[Signature]</i>	16/11/21
GM	<i>[Signature]</i>	18/11/21
CEO	<i>[Signature]</i>	19-11-2021

PRECIS

Reconfiguration of a lot (2 lots into 3 lots) at 3 - 5 Thelma Street, Kingaroy (and described as Lot 10 RP71979 & Lot 12 RP71979) - Applicant: ONF Surveyors – RAL21/0012

SUMMARY

- Application for Reconfiguring a lot – development permit (2 lots into 3 lots);
 - Proposed lots are greater than 600sqm minimum lot size in the Low density residential zone;
 - Proposed lots 1 & 2 do not meet the minimum 17m road frontage by approximately 1.8m triggering an impact assessable application;
 - The additional lot is considered infill development in the Low density residential area;
 - The existing dwelling house straddling the current boundary will be retained on proposed lot 3 utilising the same access;
 - Vehicle access for lots 1 & 2 is proposed from Goessling Street which is in excess of 30m from the intersection of Goessling Street and Thelma Street;
- Subject site is included within the Low density residential zone under the South Burnett Regional Council Planning Scheme;
- No public submissions were received during the notification period;
- No referral to SARA was required;
- Proposal triggered assessment against the entire Planning Scheme which included:-
 - Strategic framework;
 - Low density residential zone code;
 - Reconfiguring a lot code;
 - Services and works code.
- The application has been assessed against the overall outcomes and performance outcomes of the relevant codes and conditioned to comply;
- Statement of Reasons (Attachment A);
- Infrastructure Charges Notice (Attachment B);
- Recommendation that Council approved in full with conditions as outlined in officer's recommendation subject to reasonable and relevant conditions including an Infrastructure Charges Notice.

OFFICER'S RECOMMENDATION

That Council approve the Development Application for a Reconfigure a Lot (2 lots into 3 lots) located at 3-5 Thelma Street, Kingaroy (and described as Lots 10 & 12 on RP71979) subject to the following conditions.

GENERAL

GEN1. The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

Drawing Title	Prepared by	Ref no.	Rev	Date
Proposed Subdivision Reconfiguration	ONF Surveyors	9573P/1	A	13/6/2021

Delegated Authority _____

Date: _____

GEN2. All works, including the repair or relocation of services is to be completed at no cost to Council.

COMPLIANCE

GEN3. 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.

GEN4. Prior to sealing the Survey Plan 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*.

GEN5. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

PERMIT TO WORK ON COUNCIL ROADS

GEN6. The applicant must submit a completed *Permit to Work on Council Roads Application* available from <http://www.southburnett.qld.gov.au> for approval by Council before commencing and works within the Council road reserve (i.e., in this case, the required property access).

SURVEY MARKS

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

NATURAL RESOURCES VALUATION FEES

RAL2. Payment of *Department of Natural Resources and Mines* valuation fee that will result from the issue of split valuations prior to Council sealing the Survey Plan. The contribution is currently assessed at \$96.00 (2 x \$48.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.

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. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council Standards, relevant Australian Standards, and relevant design manuals.

ENG3. 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

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.

Delegated Authority	Date
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ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

ENG6. Future Dwellings shall discharge to the Goessling Street kerb and channel.

ENG7. 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).

ENG8. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

WATER SUPPLY

ENG9. Connect proposed lots 1 and 2 to Council's reticulated water supply network.



ENG10. Construct a 100mm conduit from the existing water main on the northern side of Goessling Street, across the road, to the boundary between proposed lots 1 and 2. The crossing shall be bored, unless otherwise agreed by Council's Water and Wastewater Department. A separate water service connection to each lot shall be provided as per Council's standards. Council's Water and Wastewater Department shall be contacted prior to construction, with the works carried out under a "Permit to Work on Council Roads/Footpaths".

SEWERAGE

ENG11. Future dwellings on proposed Lots 1 and 2 shall be connected Council's reticulated sewerage system. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.

ENG12. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.

VEHICLE ACCESS

ENG13. For proposed Lots 1 and 2, design and construct a residential standard crossover in accordance with SBRC standard drawing 00048.



TELECOMMUNICATION

ENG4. Provide underground telecommunications to all lots within the development.

ELECTRICITY

ENG15. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

ADVICE

ADV1. The currency period for this development approval is four (4) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

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

Delegated Authority

Date:

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 and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

ADV4. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 30 June 2022. Eligible development under this scheme is required to be completed by 30 June 2022.

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

ADV5. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

Delegated Authority

Date:

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication identified.



POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

No implication can be identified.

ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

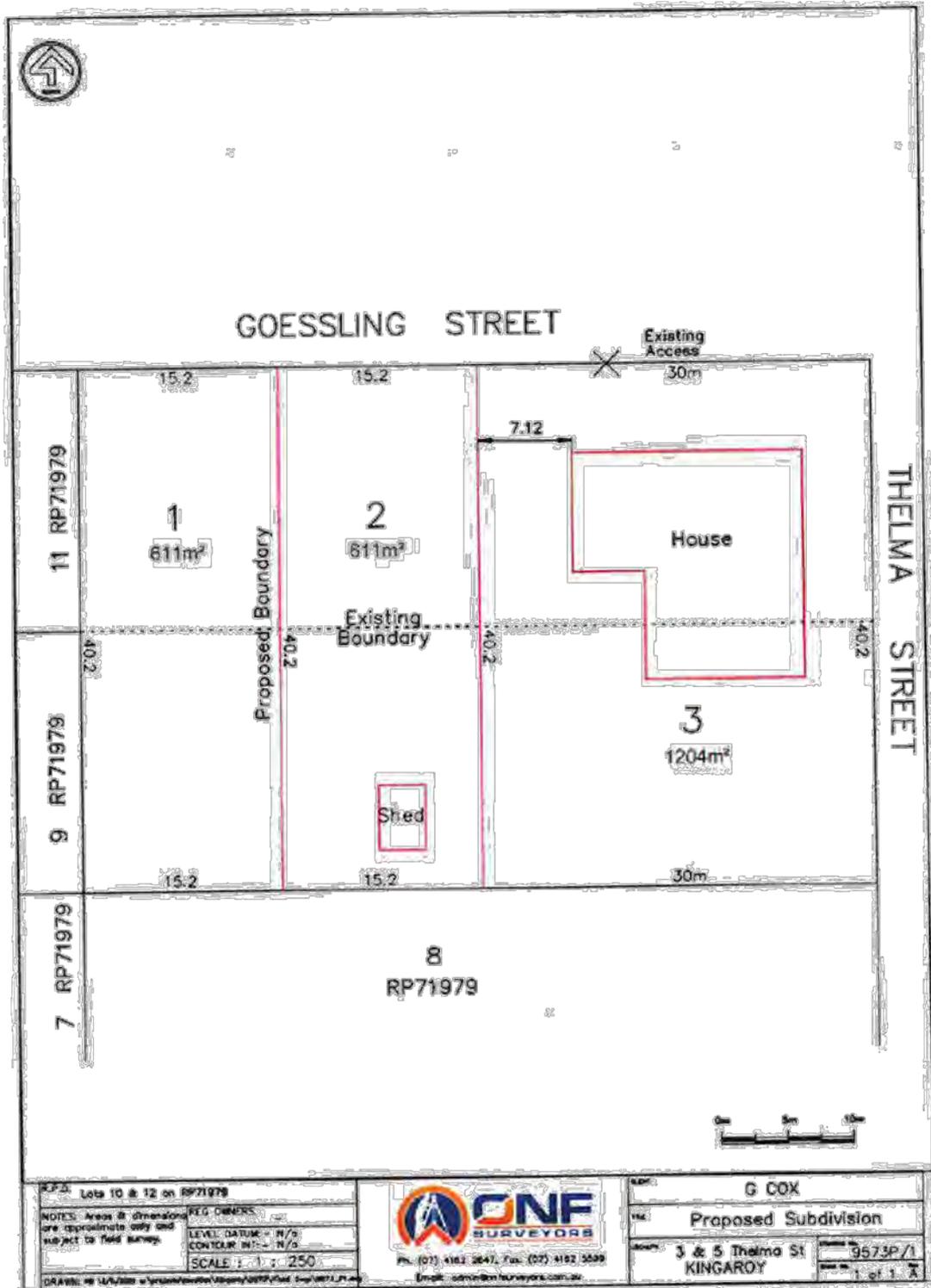
o



Delegated Authority

Date:

PROPOSAL PLAN



Delegated Authority _____ Date: _____

REPORT

The applicant seeks approval for a Reconfiguration of a lot (2 lots into 3 lots)

APPLICATION SUMMARY	
Applicant:	G Cox C/- ONF Surveyors
Proposal:	Reconfiguration of a lot (2 lots into 3 lots)
Properly Made Date:	27 July 2021
Street Address:	3 - 5 Thelma Street, Kingaroy
RP Description:	Lot 10 RP71979 Lot 12 RP71979
Assessment Type:	Impact Assessable
Number of Submissions:	Nil
State Referral Agencies:	N/A
Referred Internal Specialists:	Contract Development Engineer

The following table describes the key development parameters for the proposal:

DEVELOPMENT PARAMETERS	
Number of Proposed Lots	3
Size of Proposed Lots	Lot 1 = 611sqm Lot 2 = 611sqm Lot 3 = 1,204sqm
Easements	Nil
Covenants	Nil

SITE DETAILS:

SITE AND LOCALITY DESCRIPTION		
Land Area:	2428sqm	
Existing Use of Land:	Existing Dwelling	
Road Frontage:	Goessling Street & Thelma Street	
Road/s	Road Hierarchy	
Goessling Street	Local Road	Bitumen seal
Thelma Street	Local Road	Bitumen seal
Easements	Nil	
Significant Site Features:	Nil	
Topography:	Gentle slope in east to west direction	
Surrounding Land Uses:	Land Use	Zone/Precinct
North	Residential Dwellings	Low Density Residential
South	Residential Dwellings & Multiple dwelling units	Low Density Residential
East	Residential Dwellings & Multiple dwelling units	Low Density Residential

Delegated Authority		Date:
West	Residential Dwellings	Low Density Residential
Services:	All available	

Background / Site History

APPLICATION NO.	DECISION AND DATE
	N/A

ASSESSMENT:

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- The *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Assessment Benchmarks Pertaining to the Planning Regulation 2017

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Nil
WBB Regional Plan Designation:	N/A

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is South Burnett Regional Council Version 1.4. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	South Burnett Regional Council Planning Scheme Version 1.4
Strategic Framework Land Use Category:	Urban
Zone:	Low Density Residential
Precinct:	N/A
Assessment Benchmarks:	Low Density Residential Code Reconfiguring a Lot Code Services and Works Code

Strategic Framework

The Strategic Framework considers the following matters:

- Settlement Pattern
- Rural Futures
- Strong Economy
- Natural Systems & Sustainability

Delegated Authority _____ Date _____

- Strong Communities
- Infrastructure & Servicing

The Strategic Framework identifies the policy direction for the Planning Scheme and is broken into six themes that collectively represent the policy intent. The subject site is identified within the urban designation of the Strategic Framework.

The proposed subdivision maximises the use of urban lots whilst maintaining the amenity and character of the low-density locality. Each additional lot will be suitable for dwelling houses in keeping with the surrounding character.

Assessment Benchmarks – Planning Scheme Codes

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each. The pertinent issues arising out of assessment against the codes are discussed below:

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME
Low density residential zone code	
PO1	N/A
PO2 The density, built form and appearance of development reflects the intended low density, detached housing character of the zone, is climatically responsive and facilitates casual surveillance of the street.	Compliant – There are no dwelling houses proposed as part of the development application however, the 611sqm lots will accommodate 10mx20m building envelope. Setbacks for dwelling houses are assessed under the Queensland Development Code including 6m setback to front boundary and 1.5m side and rear boundaries.
PO3 Development responds to natural landforms and stormwater flows.	Compliant – Stormwater conditioned to be discharged to street frontage.
PO4 Development is adequately serviced.	Compliant – Services to be conditioned.
PO5 The efficiency and safety of the road network is not compromised by inappropriate access arrangements.	Compliant – Access for each individual lot to be conditioned.
PO6	Compliant – Refuse collection normal kerbside collection.
PO7	Compliant – Land has not been identified on contaminated land as per applicant's report.
PO8 to PO28	N/A
Reconfiguring a lot code	
PO1 to PO6	N/A
PO7 Allotments are of sufficient size and dimensions to meet the requirements of the users and provide for servicing of the intended use.	Compliant - The 611sqm lots will accommodate 10mx20m building envelope. Setbacks for dwelling houses are assessed under the Queensland Development Code including 6m setback to front & rear boundary and 1.5m side boundaries. No rear allotments are proposed.
PO8 Lots have lawful, safe and practical access.	Compliant – Access to the existing dwelling and additional lots is via Goessling Street. New accesses to be conditioned.
PO9 to PO23	N/A
Services and works code	

Delegated Authority	Date:
PO1 The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.	Compliant – Stormwater will be discharged to the relevant street frontage.
PO2 Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.	Compliant – future dwelling houses to be connected into Council's sewerage network.
PO3 Construction activities avoid or minimise adverse impacts on stormwater quality.	Compliant – activities will be associated with future residential construction through the building permit process.
PO4	N/A
PO5 Development is provided with infrastructure which: (a) conforms with industry standards for quality; (b) is reliable and service failures are minimised; and (c) is functional and readily augmented.	Compliant – property fronts sealed bitumen road.
PO6 Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.	Compliant – parking associated on-site with dwelling houses.
PO7 to PO18	N/A

Local Categorising Instrument - Variation Approval

N/A

Local Categorising Instrument - Temporary Local Planning Instrument

Nil

Other Relevant Matters

N/A

Delegated Authority

Date:

Locality Plan



Figure 1 - Aerial Image (Source: Qld Globe)

Aerial Plan

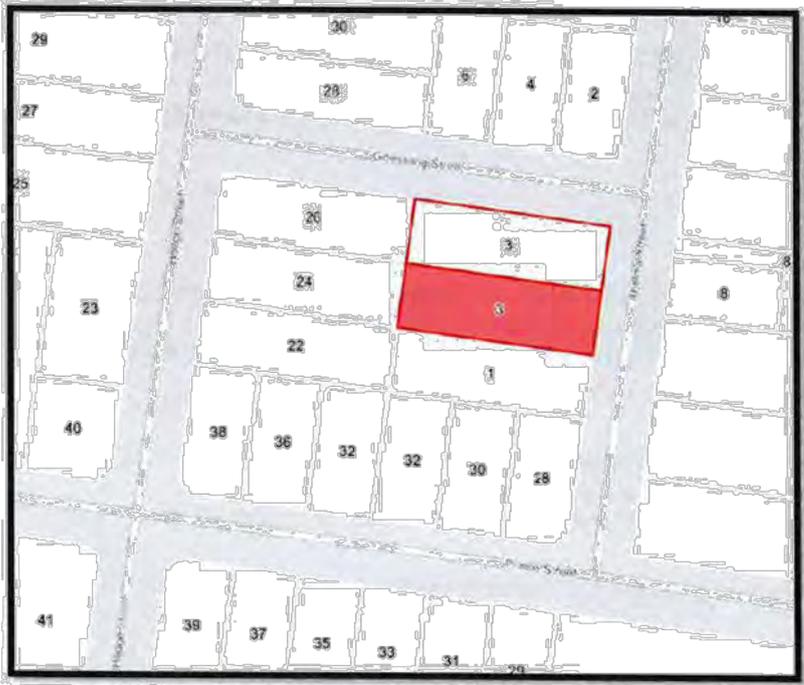


Figure 2 - Locality Plan (Source: IntraMaps)

Item 0.0

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Delegated Authority _____ Date: _____

CONSULTATION:

Referral Agencies

Nil

Other Referrals

INTERNAL REFERRAL SPECIALIST	REFERRAL / RESPONSE
Contract Development Engineer	Provided conditions relating to service location, stormwater management, water supply, sewerage, vehicle access and telecommunication/electricity reticulation.
Infrastructure Charges Unit	<p>Council adopted the LGIP on 24 June 2019 which commenced on 1 July 2019.</p> <p>The types of development that may trigger the issuing of an infrastructure charges notice are:-</p> <ul style="list-style-type: none"> a) Reconfiguring a lot; b) Making a material change of use; and c) Carrying out building work. <p>The property is located within all stated catchment mapping and is therefore subject to the relevant adopted charge.</p> <p>The adopted charge for reconfiguring a lot for residential development, is the adopted charge per allotment as stated in Table 2.3 of the South Burnett Regional Council Charges Resolution (No. 3) 2019.</p> <p>The current charge for this proposed subdivision is \$20,085.00.</p> <p>Refer to the Infrastructure Charges Notice attached as Attachment B.</p>

Public Notification

The Notice of Compliance was received by Council on 13 September 2021. The information attached to the notice confirms that the public notification of the application was undertaken in accordance with the requirements of Part 4 of the Planning Act 2016. The Notice of Compliance states the public notification included:

- Publishing a notice in the Burnett Today Thursday, 19 August 2021;
- Place a notice on the land Thursday, 19 August 2021; and
- Notifying owners of all land adjoining the site on Wednesday, 18 August 2021.

No submissions were received objecting to or supporting the proposed development.

Delegated Authority

Date

CONCLUSION:

The proposed development has been assessed with regard to the applicable assessment benchmarks as identified within the report. The proposed development generally complies with the benchmarks or can be conditioned to comply. Where the applicant has not provided sufficient information, conditions have been imposed to ensure compliance.

RECOMMENDATION:

It is recommended that the Reconfiguring a Lot application (2 into 3 lots) at 3- 5 Thelma Street, Kingaroy (and described as Lot 10 & 12 on RP71979) be approved subject to reasonable and relevant pursuant to Section 60 of the Planning Act 2016.

Delegated Authority

Date:

ATTACHMENTS

Nil

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Item 0.0

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Delegated Authority _____

Date _____

ATTACHMENT A

NOTICE ABOUT DECISION – STATEMENT OF REASONS

The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016

The development application for:

Type of Approval	Reconfiguring a lot – Development permit
Level of Assessment	Impact
Application No	RAL21/0012
Name of Applicant	ONF Investment 2 Pty Ltd C/- ONF Surveyors
Street Address	3-5 Thelma Street Kingaroy
Real Property Address	Lots 10 & 12 on RP71979

On 10 November 2021 the above development was:

Approved in full, with conditions.

1. Reasons for the Decision

The reasons for this decision are:

- The proposed additional lots are considered to be infill development;
- Future siting of dwelling houses can be accommodation on-site in accordance with the Queensland Development Code;
- Access can be provided to each individual lot without compromising the street intersection;
- Each lot has separate access to all relevant services; including telecommunications, electricity, stormwater, water and sewerage;

2. Assessment Benchmarks

- South Burnett Regional Council Planning Scheme 2017
 - o Low density residential zone code
 - o Reconfiguring a lot code
 - o Services and works code

Note: Each application submitted to Council is assessed individually on its own merit.

Delegated Authority

Date:

ATTACHMENT B
INFRASTRUCTURE CHARGES NOTICE
(Section 119 of the Planning Act 2016)

APPLICANT: G Cox
 C/- O'Reilly Nunn Favier - ONF Surveyors
 PO Box 896
 KINGAROY QLD 4610

APPLICATION: Reconfiguration of a lot (2 lots into 3 lots)

DATE: 10/11/2021

FILE REFERENCE: RAL21/0012

AMOUNT OF THE LEVIED CHARGE:	\$20,085.00	Total
<i>(Details of how these charges were calculated are shown overleaf)</i>		
	\$9,842.00	Water Supply Network
	\$5,423.00	Sewerage Network
	\$2,410.00	Transport Network
	\$2,009.00	Parks and Land for Community Facilities Network
	\$401.00	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 10 RP71979 and Lot 12 RP71979

SITE ADDRESS: 3 & 5 Thelma St, Kingaroy

PAYABLE TO: South Burnett Regional Council

WHEN PAYABLE: Reconfiguring a Lot – Prior to South Burnett Regional Sealing the Survey Plan
(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**

Delegated Authority _____ Date: _____

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (Residential)	3	allotments	\$9,842.00	CR Table 2.3	\$29,526.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lots	2	allotments	\$9,842.00	CR Table 2.3	\$19,684.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (Residential)	3	allotments	\$5,423.00	CR Table 2.3	\$16,269.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lots	2	allotments	\$5,423.00	CR Table 2.3	\$10,846.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (Residential)	3	allotments	\$2,410.00	CR Table 2.3	\$7,230.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lots	2	allotments	\$2,410.00	CR Table 2.3	\$4,820.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (Residential)	3	allotments	\$2,009.00	CR Table 2.3	\$6,027.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lots	2	allotments	\$2,009.00	CR Table 2.3	\$4,018.00

Delegated Authority _____ Date: _____

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Reconfiguring a Lot (Residential)	3	allotments	\$401.00	CR Table 2.3	\$1,203.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lots	2	allotments	\$401.00	CR Table 2.3	\$802.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Reconfiguring a Lot (Residential)	\$9,842.00	\$5,423.00	\$2,410.00	\$2,009.00	\$401.00	\$20,085.00
Total	\$9,842.00	\$5,423.00	\$2,410.00	\$2,009.00	\$401.00	\$20,085.00

** 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.*

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INFORMATION NOTICE

Authority and Reasons for Charge This Infrastructure Charges Notice has been given in accordance with section 119 of the *Planning Act 2016* to support the Local government's long-term infrastructure planning and financial sustainability.

Appeals Pursuant to section 229 and Schedule 1 of the *Planning Act 2016* a person may appeal an Infrastructure Charges Notice. Attached is an extract from the *Planning Act 2016* that details your appeal rights.

Automatic Increase Provision of charge rate (\$) 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.

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.

GST The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.

Making a Payment This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.

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.

An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;

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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- 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

Delegated Authority _____ Date: _____

0.0 MATERIAL CHANGE OF USE FOR A FOOD AND DRINK OUTLET AT 50 KING STREET, NANANGO (AND DESCRIBED AS LOT 138 ON N231)

File Number: MCU21/0007
Author: Senior Planner
Authoriser: Chief Executive Officer

	SIGNATURE	DATE
MANAGER	<i>[Signature]</i>	15/11/21
GM	<i>[Signature]</i>	15/11/21
CEO	<i>[Signature]</i>	19-11-2021

PRECIS

MATERIAL CHANGE OF USE FOR A FOOD AND DRINK OUTLET AT 50 KING STREET, NANANGO (AND DESCRIBED AS LOT 138 ON N231)

SUMMARY



- ☛ Application for Material change of use – development permit (Food & drink outlet);
 - 12sqm shipping container for Takeaway coffee.
- ☛ Subject site included within the Low impact industry zone under the South Burnett Regional Council Planning Scheme;
- ☛ Food & drink outlet is code assessable (less than 100sqm in gross floor area) against the relevant benchmarks:
 - Low impact industry zone code; and
 - Services and works code.
- ☛ The property is currently vacant and affected by Flood hazard overlay;
- ☛ Referral to SARA as per Planning Regulation – Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (refer to Attachment A);
- ☛ Statement of Reasons (Attachment B);
- ☛ Infrastructure Charges Notice (Attachment C); and
- ☛ Application recommended for approval subject to reasonable and relevant conditions.

OFFICER'S RECOMMENDATION

That Council approve the development application for a Material Change of Use for Food & drink outlet – Takeaway coffee from Shipping Container (less than 100sqm in gross floor area) 50 King Street, Nanango (and described as Lot 138 on N231), subject to reasonable and relevant conditions.



GENERAL

GEN1. The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

Drawing Title	Prepared by	Reference no.	Revision
Site Plan – Proposed Food & drink outlet	Project Urban	11005.01	01/06/21

Amendment: Permitted road access location as amended in red by the Department of Transport and Main Roads on 29 September 2021.

- ☛ **GEN2.** The development herein approved may not start until the following development permits have been issued and complied with as required:
 - Development Permit for Building Works; and
 - Development Permit for Plumbing and Drainage Work.

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Nb. This Approval does not include assessment under the Building Act and does not permit building work to occur.

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.

APPROVED USE – FOOD & DRINK OUTLET

GEN4. The approved development is a Material Change of Use for a Food & drink outlet (Takeaway coffee from shipping container) on Lot 138 on N231, as shown on the approved plans and does not imply approval for other similar uses, ie. serving of food and/or sit-down area for customers.

MAINTENANCE

GEN5. The development (including landscaping, parking, driveway and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.

GEN6. Maintain the site in a clean and orderly state at all times.

GEN7. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

GEN8. Any graffiti must be removed within 48hrs of its detection at the landowner's expense.

BUILDING FAÇADE

MCU1. External details of the building, façade treatment and external materials, colours and finishes must be consistent colours sympathetic to the surrounds of the property. The suggested surf mist colour in the submitted application is supported.

LANDSCAPING/FENCING

MCU2. A minimum of 2m wide landscaping to be provided along the street frontage (excluding vehicle manoeuvring areas).

MCU3. A minimum of 1m wide landscaping to be provided along the side and rear property boundaries. Appropriate plantings to be considered where nearby infrastructure exists ie. electricity and water and sewerage networks.

MCU4. The site is to be landscaped with a mix of large trees and spreading groundcovers prior to the use commencing. A detailed landscaping plan prepared in accordance with [South Burnett Regional Council Planting Guidelines – Helping South Burnett Residents Select Appropriate Plants](#) is to be submitted to Council for compliance assessment prior to any work commencing on site.

MCU5. Fencing, landscaping and letterboxes are not to impede sight lines for vehicles exiting the site.

LIGHTING

MCU5. The applicant is to ensure all artificial illumination is to be designed and installed so as not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjacent premises to minimise the protrusion of light outside the street.

HOURS OF OPERATION OF THE DEVELOPMENT

MCU6. Hours of operation of the approved development is restricted between to between 6am and 5pm.

REFUSE STORAGE COLLECTION

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Date:

- MCU7. Provision must be made for the storage and removal of refuse in accordance with the *Waste Reduction and Recycling Regulation 2011*.
- MCU8. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:
- a) level;
 - b) provided with impervious hard stand and drained; and
 - c) if facing either the street frontage or adjoining properties, screened by a 1.8m high fence around the full perimeter.
- MCU9. Refuse bin areas are to be provided for the washing out of the refuse bins and in connection with this:
- a) all tap outlets must be fitted with backflow prevention devices;
 - b) the floor areas are to be drained to sewer; and
 - c) areas are to be covered and drainage designed such that water not associated with the washing out process (e.g. rainfall) does not enter the sewer.

MECHANICAL PLANT/SCREENING OF MECHANICAL PLAN

- MCU10. Mechanical plant (air conditioning, refrigeration equipment and pumps) must comply with the *Environmental Protection Act 1994*.
- MCU11. Install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities located at the top of or on the external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the facade of the building.

ENGINEERING WORKS

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.
- ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

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

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

STORMWATER MANAGEMENT

- ENG6. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7. Design and construct stormwater drainage incorporating measures to prevent any solid matter and floatable oils being carried into existing stormwater system.

Delegated Authority _____ Date _____

ENG8. 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.

LAWFUL POINT OF DISCHARGE

ENG9. 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).

FLOODING - GENERAL

ENG10. All control panels of critical services built at a minimum 300mm above the defined flood level.

ENG11. The shipping container, including the structural footing system and connections, shall be designed and constructed to withstand the ARI100 flood event, or in the event of a flood event, the shipping container shall be removed from site.

WATER SUPPLY

ENG12. Connect the development to Council's reticulated water supply system via a single connection.

SEWERAGE

ENG13. Connect the development to Council's existing reticulated sewerage system via a single connection.

PARKING AND ACCESS - GENERAL

ENG14. Design and construct all driveway and parking areas with a minimum of 100mm of compacted dust suppressive gravel.

ENG15. Provide a minimum of 1 car parking spaces plus a minimum of 1 person with disability (PWD) car parking spaces.

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.

PARKING AND ACCESS - SERVICING

ENG19. Ensure loading and unloading operations are conducted wholly within the site, and vehicles enter and exit the site in a forward direction.

ELECTRICITY AND TELECOMMUNICATION

ENG20. Connect the development to electricity supply.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG21. 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.

ENG22. 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.

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Date:

ADVICE NOTE

ADV1. This approval extends only to the sale of take away coffee, and any other preparation of food or beverage is subject to a further application.

CONCURRENCE AGENCY RESPONSE

ADV2. SARA has imposed conditions on the development permit as attached.

DEVELOPER INCENTIVE

ADV3. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 30 June 2022. Eligible development under this scheme is required to be completed by 30 June 2022.

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

INFRASTRUCTURE CHARGES

ADV4. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

HERITAGE

ADV5. 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.

APPEAL RIGHTS

ADV6. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

MATERIAL CHANGE OF USE – CURRENCY PERIOD

ADV7. Section 85 (1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.

WHEN APPROVAL STARTS TO HAVE EFFECT

ADV8. This development approval starts to have effect in accordance with the provisions of Section 71 of the *Planning Act 2016*.

WHEN APPROVAL LAPSES

ADV9. This development approval will lapse in accordance with the provisions contained within Sections 85 and 88 of the *Planning Act 2016*, unless otherwise stated elsewhere within this development approval.

Delegated Authority Date

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication identified.

POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

No implication can be identified.

ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

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Delegated Authority

Date:

PROPOSAL PLAN

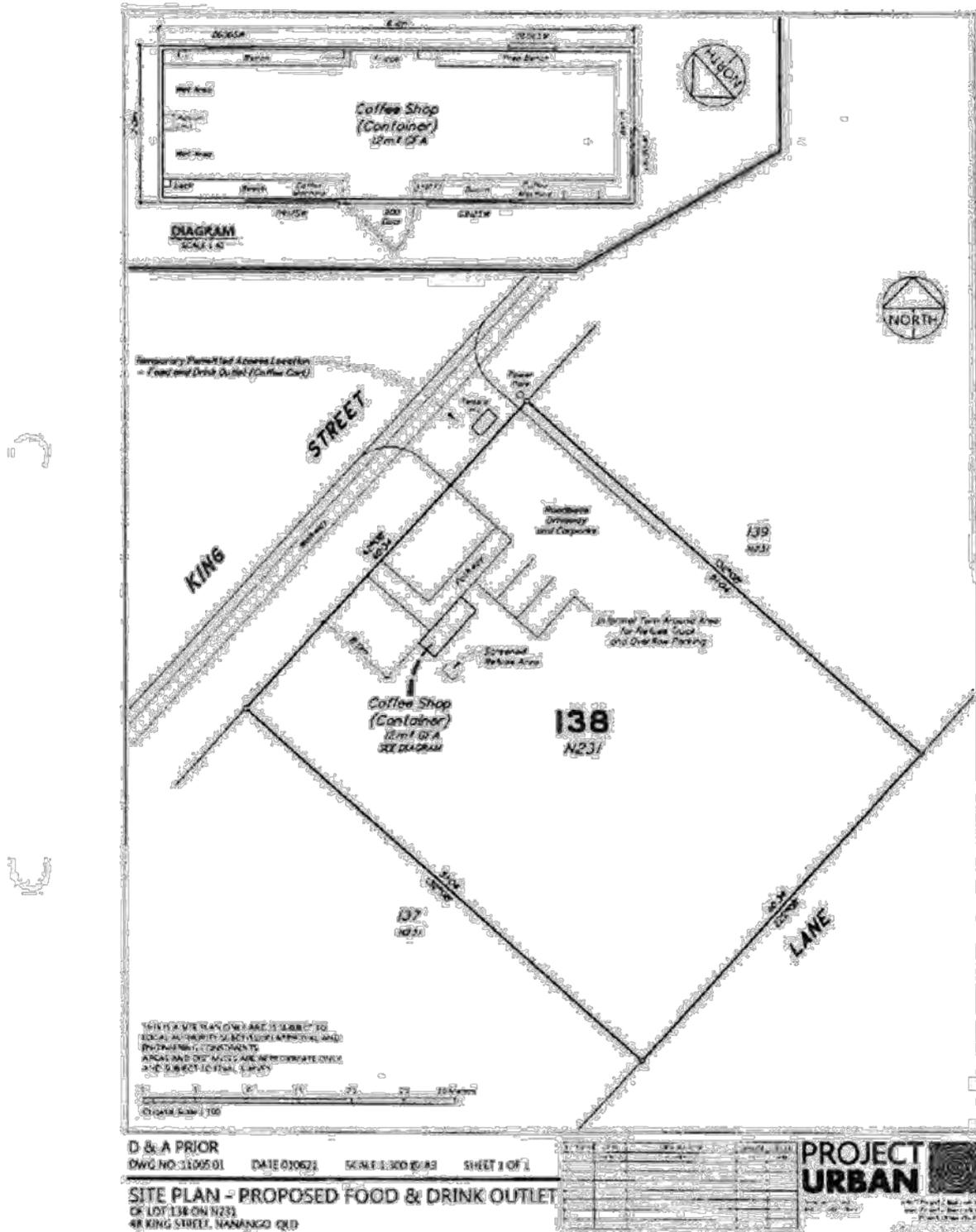


Figure 1 - Provided by applicant (proposed access location not approved by TMR)

Delegated Authority		Date:
North-west	Service Station	Low Impact Industry
North	Dwelling houses and Vacant car yard	Low Impact Industry
South-west	Vacant land	Low Impact Industry
South	Caravan Park	Low Impact Industry
East	Car yard	Low Impact Industry
Services:	All available	

Background / Site History

APPLICATION NO.	DECISION AND DATE
N/A	

ASSESSMENT:

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- The *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Assessment Benchmarks Pertaining to the Planning Regulation 2017

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Nil
WBB Regional Plan Designation:	N/A

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is South Burnett Regional Council Version 1.4. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	South Burnett Regional Council Planning Scheme Version 1.4
Strategic Framework Land Use Category:	Urban
Zone:	Low Impact Industry
Precinct:	N/A
Assessment Benchmarks:	Low impact industry Services and works code

Assessment Benchmarks – Planning Scheme Codes

Delegated Authority

Date:

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each. The pertinent issues arising out of assessment against the codes are discussed below:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>Low impact industry code</p> <p>AO1.1 Where within 20m of a residential, rural residential or community purposes zone, maximum building height is 8.5m. Or AO1.2 In all other circumstances, maximum building height is 11.5m.</p> <p>AO2.1 Buildings are setback from sub-arterial or higher order road frontages by a minimum of 8m. Or AO2.2 Buildings are setback from all other road frontages by a minimum of 4m. and AO2.3 Where adjoining land is used, or approved for use, for uses in the accommodation activities use group, buildings are setback a minimum of 10m from the common property boundary. Or Where adjoining land is used, or approved for use, for industrial use, buildings have no minimum setbacks to the common property boundary. Or In all other circumstances, buildings are setback a minimum of 4m from the common property boundary. and AO2.4 Total use area is no more than 75% of the site, excluding car parking areas</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Proposed shipping container does not exceed the stated height in the assessment benchmarks. - Setback of the building is compliant with the required 8m to state controlled road. - No accommodation activities adjoin the subject lot and current setback to side boundaries comply with the minimum 4m. - Total use area does not exceed 75%.
<p>AO3.1 Where adjoining land is used, or approved for use, for uses in the accommodation activities use group, the maximum length of any wall without articulation or change of material is no more than half the length of the common boundary. Or In all other circumstances, the maximum length of any wall without articulation or change of material is no more than 30m. And AO3.2 All parts of the building facades visible from an arterial or higher order road are constructed predominantly of brick or coloured concrete or masonry and do not incorporate highly reflective materials.</p>	<p>Compliant / Conditioned to Comply –</p> <ul style="list-style-type: none"> - No accommodation uses adjoin the subject lot. - The applicant proposes the shipping container will be painted 'surf mist' which is a white Colourbond colour. - The container's external detail will be conditioned to ensure that a high quality appears when view from the public area is maintained. - Access to the Food & drink outlet is via King Street (state controlled road) as per the submitted plans.

Delegated Authority	Date
<p>BENCHMARKS</p> <p>And AO3.3 Buildings include variation in parapet design, roofing heights and treatments.</p> <p>And AO3.4 The main entry to the building is easily identifiable from and directly accessible from the principal street frontage of the site and any ancillary office or sales area is located at the front of the building.</p>	<p>ACCEPTABLE OUTCOME</p>
<p>AO4.1 Development is to be connected to reticulated water supply and sewerage. and AO4.2 Development is supplied with reticulated electricity and telecommunications services. and AO4.3 Stormwater is captured and drained to a lawful point of discharge or to downstream properties but only with the consent of the affected landowners.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - The development will be required to connect to Council's water supply network and has access to the newly extended sewer line from the rear of the property. - TMR have conditioned stormwater that no worsening or actionable nuisance to the state controlled road.
<p>AO5.1 A minimum of 3% of the site is used to provide landscaping.</p> <p>And AO5.2 Landscaping comprising large trees and spreading groundcovers is provided along all road frontages of the site, for a minimum depth of:</p> <p>(a) 2m along a State-controlled road or an arterial road;</p> <p>Or (b) 1m along any other road frontage.</p> <p>And AO5.3 Landscaping is provided to side and rear boundaries for a minimum depth of:</p> <p>(a) 2m where adjoining a sensitive receptor;</p> <p>(b) 0m where adjoining an industrial use; or</p> <p>(c) 1m in all other circumstances. and AO5.4 Existing trees that already contribute to these requirements are retained where their removal is not required to site the use.</p> <p>And AO5.5 Shade trees are provided in car parking areas at a ratio of 1 tree for each 6 car parking spaces.</p>	<p>To be conditioned –</p> <ul style="list-style-type: none"> - Landscaping to be conditioned in and around the Food & drink outlet as per the assessment benchmarks.
<p>AO6.1 Site access is provided to a gazetted, formed and sealed road.</p> <p>And AO6.2 Access arrangements preclude the need for vehicles to reverse on or off the site.</p> <p>And AO6.3 Site access is provided that is at least 15m from an uncontrolled</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Access via state-controlled road with entry constructed in accordance with commercial standard. - The size of the property will permit vehicles to leave the property in a forward motion.

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Date:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>intersection or 30m from an intersection with traffic lights or islands. And AO6.4 Where practical, adjoining industrial uses utilise a shared access point.</p>	
<p>AO7.1 Storage of dangerous goods and combustible liquids is limited to Classes 1.2-1.6, 2.2, 3 and 5.1 items of the Australian Code for the Transport of Dangerous Goods by Road and Rail in amounts not exceeding 50 kilograms or litres and stored internally or under cover. And AO7.2 Visitor car parking areas are located adjacent to the office component of the use. And AO7.3 The office component is designed with 25% of unobscured glazing in facades facing public areas of the site and the street.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - No dangerous goods proposed to be stored onsite. - There is no office component as part of the Food & drink outlet.
<p>AO8.1 Development is located on land with less than 10% slope. And AO8.2 Development occurs in areas outside of stormwater discharge points, overland flow paths and natural drainage features. And AO8.3 Stormwater is directed away from areas of potential contamination. And AO8.4 Areas where potentially contaminating substances are stored or used are covered and bunded. And AO8.5 Provision is made for spills to be controlled on-site for removal and disposal by an approved means. And AO8.6 Liquid or solid wastes are not discharged directly to land or waters.</p>	<p>To be conditioned –</p> <ul style="list-style-type: none"> - Land is flat and stormwater is not to be discharged to create a nuisance on the state-controlled road. - Conditions impose on the approval to 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.
<p>AO9.1 Refuse storage areas are located behind the front building line, allow the appropriately-sized collection vehicle to enter and exit in a forward gear. The use of staff car parking areas to accommodate internal manoeuvring is permissible. And AO9.2 The refuse storage area is provided in a building or other enclosed structure screened to a minimum height of 0.2m above the height of the refuse receptacles. And</p>	<p>To be conditioned –</p> <ul style="list-style-type: none"> - Refuse storage areas to be located behind the shipping container as per the proposal plan.

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Date:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>AO9.3 Refuse storage areas are provided with an impervious base that is drained to an approved waste disposal system and provided within a dedicated hose cock.</p>	
<p>AO10.1 Development does not occur: (a) in areas that pose a health risk from previous activities; and (b) On sites listed on the Contaminated Land Register or Environmental Management Register. Or AO10.2 Areas that pose a health risk from previous activities and contaminated soils which are subject to development are remediated prior to plan sealing, operational works permit, or issuing of building works permit.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Applicant stated land is not included on CLR or EMR.
<p>AO11.1 Outdoor lighting is designed, installed and maintained in accordance with AS4282 – Control of the Obtrusive Effects of Outdoor Lighting. And AO11.2 Noise emission from the use meets the standards prescribed in the Environmental Protection (Noise) Policy 2008. And AO11.3 New plant, equipment and service areas are located no less than 2m from the landscape buffer required by AO5.3 of this Code or are housed in the building. And AO11.4 Outdoor activities and heavy vehicle movements are restricted to between 7am to 7pm Monday to Saturday. And AO11.5 Indoor activities occurring between 7pm and 7am or on Sundays are limited to office and administrative tasks or are not audible or visible from outside the building. And AO11.6 All on-site manoeuvring areas are sealed. And AO11.7 No building openings occur in walls facing a common boundary shared with a residential activity. And AO11.8 Where the site is on the opposite side of the road to a public park or residential zone, all on-site activity, open storage and servicing is located at the rear of the building. Or</p>	<p>To be conditioned –</p> <ul style="list-style-type: none"> - Noise & Lighting and Hours of operation to be conditioned. - The location of nearby residential houses are separated by the state controlled road approximately 30m between the proposed development's driveway and nearest house to the north-west. - Listed assessment benchmark require all on-site manoeuvring areas to be sealed however, the use of the land, restricted hours and applicant's proposal to include road base for the driveway and carparks is considered to meet the performance outcome of the code. - No outdoor lighting is proposed due to the operating hours however a condition will be imposed should the landowner determine lighting would deter any form of vandalism. - Airconditioning housed in the building and will be subject to Environmental Protection (Noise) Policy.

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Date:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>The full length of the property boundary, excluding site access, between external storage areas and road frontages, public parks or residential zones are provided with a 1.8m high screen fence. The screen fence includes a 5m return along any side boundary.</p> <p>And</p> <p>AO11.9 Where the site has a common boundary with a sensitive receptor, effective acoustic screening is provided to all areas where work could be conducted outside the building, including refuse collection.</p>	
<p>AO12.1 The area of the office use does not exceed 10% of the total gross floor area.</p> <p>And</p> <p>AO12.2 Any sales area does not exceed 20% of the total gross floor area.</p> <p>And</p> <p>AO12.3 Direct sales to the public are restricted to the sale of items produced on site.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - No office proposed as part of the development.
<p>AO13.1 Business activities are located central to the industrial area that they serve.</p> <p>And</p> <p>AO13.2 The business activity addresses an identified deficiency in local service.</p> <p>And</p> <p>AO13.3 The business activity has a total use area no greater than 250m², excluding on-site car parking areas.</p>	<p>N/A.</p>
<p>PO14 to PO22</p>	<p>N/A.</p>
<p>AO23.1 All new allotments include an area of sufficient size to accommodate the intended land use outside the area identified on Overlay Map 03.</p> <p>and</p> <p>AO23.2 New buildings are not located within the area identified on Overlay Map 03;</p> <p>or</p> <p>AO23.3 Development is sited above the 1%AEP flood event where known, or the highest known flood event, as follows:</p> <p>(a) Habitable floor levels - 500mm;</p> <p>(b) Non-habitable floor levels - 300mm;</p> <p>(c) On-site sewage treatment and storage areas for potential contaminants - 300mm;</p> <p>(d) All other development - 0mm.</p> <p>and</p>	<p>Non-compliant to be conditioned -</p> <ul style="list-style-type: none"> - The property is affected by the Flood hazard overlay map which is based on an analysis of potential flood hazard. It is not a map of known flood inundation associated with any specific flood event type (refer to Figure 2). - The applicant proposes to site the shipping container a minimum of 400mm above ground level and above the flood level."

Delegated Authority

Date:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>AO23.4 Building work below the nominated flood level allows for the flow through of flood water at ground level:</p> <ul style="list-style-type: none"> (a) The structure below flood level is unenclosed; or (b) Any enclosure below flood level aligns with the direction of water flow; or (c) Any enclosure not aligning with the direction of water flow must have openings that are at least 50% of the enclosed area with a minimum opening of 75mm. <p>and</p> <p>AO23.5 Resilient building materials are used below the nominated flood level in accordance with the relevant building assessment provisions.</p> <p>and</p> <p>AO23.6 Signage is provided on site indicating the position and path of all safe evacuation routes off the site.</p>	 <p><i>Figure 2 - Excerpt from Council's Flood Hazard Overlay Map</i></p> <p>It is important to note that Council does not have established flood levels however, assessment has been based on flood mapping provided by state government (refer to Figure 3).</p> <p>Qld Flood Commission of Inquiry, investigated high – medium risk flood prone towns in Qld. The flood investigation undertaken for the township in Nanango provided indicative flood extent and depths for historic and selected Annual Exceedance Probability (AEP) events for the town.</p>  <p><i>Figure 3 - Qld Flood Check Flood Depth AEP 1% Flood Event Map</i></p> <p>The location of the proposed shipping container appears to be outside of 0.5-1 and 1-1.5m depth as per the image above.</p> <p>Suitable conditions relating to appropriate siting will be imposed to ensure that the shipping container, including the structural footing system and connections, shall be designed and constructed to withstand the ARI100 flood event, or in the event of a flood event, the shipping container shall be removed from site.</p>
<p>AO24.1 Works associated with the proposed development do not:</p> <ul style="list-style-type: none"> (a) involve a net increase in filling greater than 50m³; or (b) result in any reductions of on-site 	<p>Compliant – no filling proposed.</p>

Item 0.0

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Delegated Authority

Date:

BENCHMARKS	ACCEPTABLE OUTCOME
flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or (c) change flood characteristics outside the site in ways that result in: (i) loss of flood storage; (ii) loss of/changes to flow paths; (iii) acceleration or retardation of flows; or (iv) any reduction in flood warning times.	
AO25.1 Materials manufactured or stored on site are not hazardous in nature. or AO25.2 Hazardous materials and any associated manufacturing equipment are located above the nominated flood level.	N/A.
PO26 to PO29	N/A.
Services and works code	
AO1.1 A stormwater quality management plan provides for achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.	Compliant / to be conditioned – - Stormwater conditioned to ensure that adjoining properties and roadways to be protected from ponding or nuisance from stormwater as a result of any site works.
AO2.1 A wastewater management plan prepared by a suitably qualified person and addresses : (a) wastewater type; (b) climatic conditions; (c) water quality objectives; (d) best-practice environmental management; and AO2.2 Wastewater is managed in accordance with a waste management hierarchy that: (a) avoids wastewater discharge to waterways; or (b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.	Compliant / to be conditioned – - Wastewater to be connected into Council's network
AO3.1 An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.	Compliant / to be conditioned – - Standard conditions to be imposed relating to erosion and sediment control.
AO4.1 Development incorporates stormwater flow control measures to achieve the design objectives for the postconstruction phase in Table 9.4.4.	N/A.
AO5.1 Except in the Rural zone, all development occurs on a site with frontage to a sealed road.	Compliant – - Property fronts a state-controlled road. - Standard conditions relating to network and servicing.

Delegated Authority	Date:
BENCHMARKS	ACCEPTABLE OUTCOME
<p>and AO5.2 Infrastructure is designed and constructed in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	
<p>AO6.1 Vehicle parking spaces are provided on-site in accordance with Table 9.4.5. and AO6.2 A service bay is provided on-site for the service vehicle nominated in Table 9.4.5. and AO6.3 Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards. and AO6.4 Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Conditions imposing at least one parking space and suitable area for on-site movements; - Lesser standard for pavement conditioned as per the Low impact industry zone code performance outcomes due to the proposed land use and distance between nearby sensitive receptors.
<p>AO7.1 Landscaping is provided in accordance with the relevant zone code provisions. and AO7.2 Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m² and is unsealed and permeable. and AO7.3 Plantings along frontages or boundaries are in the form of defined gardens with three tier planting comprised of groundcovers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system, mulching and border barriers.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Refer to Low impact industry zone code assessment above.
<p>AO8.1 Landscaping utilises plant species that are appropriate for the location and intended purpose of the landscaping. and AO8.2 Species selection avoids non-invasive plants. Editor's Note. Guidance on plant selection is provided in Branching Out - Your Handy Guide to tree Planting in the South Burnett available from Council.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Standard landscaping as per guide.
<p>AO9.1 The depth of: (a) fill is less than 2m above ground level; or (b) excavation is less than 2m below ground level. and AO9.2 The toe of the fill, or top of the excavation is not less than 0.5m inside the site property boundary. and AO9.3 Works do not occur on slopes over.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - Earthworks will be conditioned against the building approval relating to footings for shipping container.

Delegated Authority

Date:

BENCHMARKS	ACCEPTABLE OUTCOME
<p>15% in grade. and AO9.4 Retaining walls over 1m in height are terraced 1.5m for every 1m in height and landscaped. and AO9.5 Batter slopes are not steeper than 25% and are grassed and terraced 1.5m for every 1m in height. and AO9.6 Filling or excavation for the purpose or retention of water: (a) is certified by an RPEQ engineer to safely withstand the hydraulic loading; (b) directs overflow such that no scour damage or nuisance occurs on adjoining lots</p>	
<p>AO10.1 Filling or excavation does not occur within 2m horizontally of any part of an underground water supply, sewerage, stormwater, electricity or telecommunications system.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - The location of the proposed shipping container appears outside of nominated services however Standard conditions imposed relating to works near private or public services imposed.
<p>AO11.1 Following filling or excavation: (a) the premises: (i) are self-draining; and, (ii) has a minimum slope of 0.25%; and, (b) surface water flow is: (i) directed away from neighbouring properties; or (ii) discharged into a stormwater drainage system designed and constructed in accordance with AS3500 section 3.2.</p>	<p>N/A.</p>
<p>PO12 to PO14</p>	<p>N/A.</p>
<p>AO15.1 Works associated with the proposed development do not: (a) involve a net increase in filling greater than 50m³ in the area identified on Overlay Map 03; (b) result in any reductions of onsite flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or (c) change flood characteristics outside the site in ways that result in: (i) loss of flood storage; (ii) loss of/changes to flow paths; (iii) acceleration or retardation of flows; or (iv) any reduction in flood warning times.</p>	<p>Compliant –</p> <ul style="list-style-type: none"> - No works relating to increase of fill exceeding 50m³ is proposed; - No reductions of flood storage capacity; - No reductions or changes to the land characteristics which would alter flow paths is proposed.
<p>PO16 to PO18</p>	<p>N/A.</p>

Delegated Authority _____

Date: _____



Figure 2 - Aerial Plan (Source: IntraMaps)

CONSULTATION:

Referral Agencies

SARA – provided conditions relating to stormwater and permitted road access (refer to Attachment A).

Other Referrals

INTERNAL SPECIALIST	REFERRAL	REFERRAL / RESPONSE
Contract Engineer	Development	Provided conditions relating to stormwater, flooding, water & sewerage connection and services.
Infrastructure Charges Unit		<p>Council adopted the LGIP on 24 June 2019 which commenced on 1 July 2019.</p> <p>The types of development that may trigger the issuing of an infrastructure charges notice are:-</p> <ul style="list-style-type: none"> a) Reconfiguring a lot; b) Making a material change of use; and c) Carrying out building work. <p>The adopted charge for reconfiguring a lot for residential development, is the adopted charge per allotment as stated in</p>

Delegated Authority	Date
	<p>Table 2.3 of the South Burnett Regional Council Charges Resolution (No. 3) 2019.</p> <p>The current charge for this proposed development is \$1,572.00.</p> <p>Refer to the Infrastructure Charges Notice attached as Attachment C.</p>

Public Notification

N/A.

CONCLUSION:

The development has been assessed with regard to the assessment benchmarks as identified in the report. Whilst the development does not meet all the benchmarks it can be conditioned or advice given to ensure compliance.

RECOMMENDATION:

It is recommended that the development application for a Material Change of Use for Food & drink outlet – Takeaway coffee from Shipping Container (less than 100sqm in gross floor area) at 50 King Street, Nanango (Lot 138 on N231) be approved subject to reasonable and relevant conditions pursuant to Section 60 of the *Planning Act 2016*.

Delegated Authority

Date:

ATTACHMENTS

Nil

□ □ □ □

Delegated Authority _____ Date: _____

ATTACHMENT A

RA29-N



Our reference: 2106-23309 SRA
Your reference: 22/6/2021

20 October 2021

The Chief Executive Officer
South Burnett Regional Council
PO Box 338
KINGAROY, QLD 4610
info@southburnett.qld.gov.au

Attention: Ms Sam Dunstan

Dear Ms Dunstan

Changed referral agency response—with conditions
(Given under section 28 of the Development Assessment Rules)

On 20 October 2021 the SARA received representations from the applicant requesting the SARA change its referral agency response. The SARA has considered the representations and now provides this changed referral agency response which replaces the response dated 17 August 2021.

Applicant details

Applicant name: Ann Pabor
Applicant contact details: 88 Gwynne Street
WYNNUM WEST QLD 4178
nswor_k@hotmail.com

Location details

Street address: 50 King Street, NANANGO
Real property description: Lot 138 on N231
Local government area: South Burnett Regional Council

Application details

Development Permit: Food and Drink Outlet (less than 100m² Code Assessable)

Referral triggers

The development application was referred to the SARA under the following provisions of the Planning Regulation 2017:

- 10.9.4.2.4 Material change of use of premises near a State transport corridor

Page 1 of 5

Wide Bay Burnett regional office
Level 1, 7 Takalvan Street, Bundaberg
PO Box 379, Bundaberg, QLD 4670

Delegated Authority

Date:

2106-23309 SRA

State-controlled road access permit

This referral included an application for a road access location under Section 62(A) of the *Transport Infrastructure Act 1994*. Below are the details of this decision:

- Approved – with conditions
- TMR21-033388
- Date: 29 September 2021

Conditions

Under Section 56(1)(b)(i) of *Planning Act 2016*, the conditions set out in Attachment 1 must be attached to any development approval.

Reasons for decision to impose conditions

The SARA must provide reasons for the decision to impose conditions. These reasons are set out in Attachment 2.

Approved plans and specifications

The SARA requires that the plans and specifications set out below and enclosed must be attached to any development approval.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
Development Permit for Material Change of Use – Food and Drink Outlet (less than 100m² Code Assessable)				
Proposal Plan (unnamed) (as amended in red by SARA on 20 October 2020)	Project Urban	1 June 2021	Drawing No. 1105.01 Sheet 1 of 1	

A copy of this response has been sent to the applicant for their information.

For further information please contact Peter Mulcahy, Principal Planning Officer, on (07) 4331 5614 or via email WBBSARA@dsd.tpp.qld.gov.au who will be pleased to assist.

Yours sincerely

Luke Lankowski
Manager, Planning – Wicki Bay Burnett

cc: [Ann Prior](mailto:Ann.Prior@nework.com.au)
nework@nework.com.au

Department of Transport and Main Roads
Wicki.Bay.Burnett.DAS@tpp.qld.gov.au

- enc:
- Attachment 1 – Changed conditions to be imposed
 - Attachment 2 – Changed reasons for decision to impose conditions
 - Attachment 3 – Changed reasons for referral agency response
 - Attachment 4 – Representations about a referral agency response
 - Attachment 5 – Approved plans and specifications
 - Attachment 1 – Changed conditions to be imposed

State Assessment and Referral Agency (SARA)

Page 2 of 3

Delegated Authority _____

Date: _____

2106-21309 SRA

No.	Conditions	Condition timing
Development Permit for Material Change of Use - Food and Drink Outlet (less than 100m² Code Assessable)		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 of the Planning Regulation 2017--The Chief Executive administering the Planning Act 2016 nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s).		
1.	(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road. (b) Any works on the land must not: i. create any new discharge points for stormwater runoff onto the state-controlled road; ii. interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road; iii. surcharge any existing culvert or drain on the state-controlled road; and iv. reduce the quality of stormwater discharge onto the state-controlled road.	(a) At all times. (b) At all times.
2.	(a) The permitted road access location is a minimum of 10.0 metres, to the centre of a formed driveway, from the northern boundary in accordance with the submitted proposal plan (unnamed), Drawing No. 1105.01, prepared by Project Urban, Sheet 1 of 1 dated 1 June 2021 (as amended in red by SARA on 20 October 2021). (b) Road access works comprising a commercial crossover must be provided at the permitted access location, generally in accordance with South Burnett Regional Council standards - Type A on Institute of Public Works Engineering Australia Queensland Division Inc Standard Drawing SEQ.R051 Revision C dated 6/10 (attached). (c) The road access works must be designed and constructed in accordance with the Department of Transport and Main Roads Road Planning and Design Manual 2 nd Edition, Standards and Specifications.	(a) At all times. (b) Prior to the commencement of use. (c) Prior to the commencement of use.

State Assessment and Referral Agency (SARA)

Page 3 of 5

Delegated Authority

Date:

2106/23309 SRA

Attachment 2—Changed reasons for referral agency response

(Given under Section 55(7) of the Planning Act 2016)

The reasons for the SARA decision are:

The proposed development complies with the assessment benchmarks and purpose statement within State Code 1: Development in a state-controlled road environment of the State Development Assessment Provisions, as the proposed development is:

- not considered to result in safety and efficiency impacts on the state-controlled road network
- not considered to create a safety hazard for users of a state-controlled road
- not considered to result in stormwater impacts on the state-controlled road network

Conditions have been applied to ensure compliance with State Code 1 in relation to stormwater management (Condition No. 1) and the permitted vehicle access location (Condition No. 2)

Material used in the assessment of the application:

- The development application material
- Planning Act 2016
- Planning Regulation 2017
- The State Development Assessment Provisions (Version 2.6)
- The Development Assessment Rules (DA Rules)
- SARA DA Mapping system
- Human Rights Act 2019

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Date:

2106-23309 SRA

Attachment 3—Changed advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> as regulation of the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning.
Advertising devices	
2.	Advertising devices to be placed on the subject site which will be visible from the from the state-controlled roads should be in accordance with the Department of Transport and Main Roads Roadside Advertising Manual 2nd Edition . Where advertising devices are not in accordance with the Department of Transport and Main Roads' Roadside Advertising Manual 2nd Edition , and are considered to be a hazard or distraction to drivers, the Department of Transport and Main Roads may exercise powers under the <i>Transport Infrastructure Act 1994</i> to have the signage modified or removed. Any such action required will be at the expense of the landowner or occupier.
Further development permits required (road works approval)	
3.	Under Section 33 of the <i>Transport Infrastructure Act 1994</i> , written approval is required from the Department of Transport and Main Roads to carry out road works on a state-controlled road. Please contact the Department of Transport and Main Roads on (07) 4154 0200 or e-mail Wide.Bay.Burnett.IDAS@tmr.qld.gov.au to make an application for road works approval. This approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs for the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). The approval process may require approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). The road access works approval process takes time – please contact the Department of Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.

Delegated Authority _____ Date: _____

Doc ref: TMR21-003086
 Your ref: PH 2020/316
 Enquiries: Andrea McPherson



Department of Transport and Main Roads

29 September 2021

**Amended Decision Notice – Permitted Road Access Location
 (s62(1) Transport Infrastructure Act 1994)**

This is not an authorisation to commence work on a state-controlled road.

Development application reference number MCU21/0007 SD.TB, lodged with South Burnett Regional Council involves constructing or changing a vehicular access between Lot 138N231 the land the subject of the application, and D'Aguilar Highway (locally known as King Street - a state-controlled road).

In accordance with section 62A(2) of the Transport Infrastructure Act 1994 (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

Applicant Details

Name and address: Ann Prior
 88 Gwynne Street,
 Wynnum West QLD 4178

Application Details

Address of Property: 48 King Street, Nanango QLD 4615
 Real Property Description: 138N231
 Aspects of Development: Development Permit for Material Change of Use for Food and Drink Outlet

Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing
1	The permitted road access location, measured to the centre of the driveway, is approximately 10.0 metres from the northern boundary, in accordance with the submitted proposal plan (unnamed), Drawing No: 1105.01, prepared by Project Urban, Sheet 1 of 1 dated 1 June 2021 (as amended in red by TMR on the 29 September 2021).	At all times
2	Road access works comprising a commercial crossover must be provided at the permitted access location, generally in accordance with South Burnett Council standards- Type A on Institute of Public Works Engineering Australia Queensland Division Inc Standard Drawing SEQ R051 Revision C dated 6/10 (attached). The edge of the driveway must achieve a 1 metre separation from the edge of the Telstra pit identified on	Prior to commencement of use

* Please refer to the further approvals required under the heading 'Further approvals'.

Program Delivery and Operations
 Southern Queensland Region
 23 Quay Street Bundaberg QLD 4670
 Locked Bag 486 Bundaberg DC QLD 4672

Telephone: +61 7 (0)7 4151 0208
 Website: www.tmr.qld.gov.au
 Email: WEB@IAS@dmr.qld.gov.au
 ABN: 62 040 699 291

Delegated Authority _____

Date: _____

	proposal plan (unnamed), Drawing No. 1105.01, prepared by Project Urban; Sheet 1 of 1 dated 1 June 2021 (as amended in red by TMR on the 29 September 2021).	
3	Direct access is prohibited between the D'Aguliar Highway and 138N231 at any other location other than the permitted road access location described in Condition 1.	At all times
4	The road access works must be designed and constructed in accordance with the Department of Transport and Main Roads' Road Planning and Design Manual, 2nd edition, Standards and Specifications.	At all times

Reasons for the decision

The reasons for this decision are as follows:

- a) Access between a state-controlled road the D'Aguliar Highway a) is managed by the Department of Transport and Main Roads under the *Transport Infrastructure Act 1994*.
- b) The applicant has made a development application for a material change of use for a Food and Drink Outlet (coffee shop) which involves access to a state-controlled road.
- c) The existing temporary access location is not suitable, due to, the location of a Telstra pit which does not have a driveable lid.
- d) Advice has been received that a 1 metre separation distance between the Telstra pit and the driveway edge is required.
- e) If the access is used in accordance with the road rules it should operate safely.

Please refer to Attachment A for the findings on material questions of fact and the evidence or other material on which those findings were based.

Information about the Decision required to be given under section 67(2) of TIA

- 1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
- 2. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as Attachment B, as required, for information.

Further information about the decision

- 1. In accordance with section 67(7) of TIA, this decision notice:
 - a) starts to have effect when the development approval has effect, and
 - b) stops having effect if the development approval lapses or is cancelled, and
 - c) replaces any earlier decision made under section 62(1) in relation to the land.
- 2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in Attachment C for information.
- 3. In accordance with section 465B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed.

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before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in Attachment C for information.

Further approvals

The Department of Transport and Main Roads also provides the following information in relation to this approval:

- 1. **Road Access Works Approval Required** - Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. Please contact the department to make an application.

If further information about this approval or any other related query is required, Ms Andrea McPherson, Senior Town Planner should be contacted by email at WBB.IDAS@tmr.qld.gov.au or on (07) 4154 0208.

Yours sincerely



Andrea McPherson
Senior Town Planner

- Attachments:
- Attachment A - Decision evidence and findings
 - Attachment B - Section 70 of TIA
 - Attachment C - Appeal Provisions
 - Attachment D - Permitted Road Access Location Plan

Delegated Authority

Date:

Attachment A

Declaration Evidence and Findings

Findings on material questions of fact:

- Access between a state-controlled road the D'Aguilar Highway is managed by the Department of Transport and Main Roads under the *Transport Infrastructure Act 1994*.
- Section 62 of the *Transport Infrastructure Act 1994* allows the Department of Transport and Main Roads to make decisions about road access.
- The access can operate safely if maintained and used in accordance with this approval.
- The proposed access is unlikely to impact significantly on the safe operation of D'Aguilar Highway due to the urban speed limit.
- The location of the access has adequate sight distance with entry and exit to/from the site able to be conducted safely, once the access has been constructed in accordance with the standards requested.
- Given the size of the proposal, the traffic generated is unlikely to impact on the surrounding

Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version/issue
Transport Infrastructure Act 1994	Queensland Government	Current as at 21 July 2020		
Road Access Policy	Department of Transport and Main Roads			v1.0
Planning Report and Attachments	un authored	June 2021	MCU21/007	

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Date:

Attachment B

Section 70 of TIA

Transport Infrastructure Act 1994
Chapter 6 Road transport infrastructure
Part 5 Management of State-controlled roads

70 Offences about road access locations and road access works, relating to decisions under s 62(1)

(1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.

(2) A person to whom this section applies must not—

(a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or

(b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control;

or

(c) obtain any other access between the land and the road contrary to the decision; or

(d) use a road access location or road access works contrary to the decision; or

(e) contravene a condition stated in the decision; or

(f) permit another person to do a thing mentioned in paragraphs (a) to (e); or

(g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

(3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

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Delegated Authority _____ Date _____

Attachment C

Appeal Provisions

Transport Infrastructure Act 1994
Chapter 16 General provisions

485 Internal review of decisions

- (1) A person whose interests are affected by a decision described in schedule 3 (the *original decision*) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
 - (a) applies to the review; and
 - (b) provides—
 - (i) for the procedure for applying for the review and the way it is to be carried out; and
 - (ii) that the person may apply to QCAT to have the original decision stayed.

485B Appeals against decisions

- (1) This section applies in relation to an original decision if a court (the *appeal court*) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
 - (a) applies to the appeal; and
 - (b) provides—
 - (i) for the procedure for the appeal and the way it is to be disposed of; and
 - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
 - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and

Delegated Authority _____

Date: _____

(b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application;

(5) The court may order—

(a) the appeals to be heard together or 1 immediately after the other, or

(b) 1 appeal to be stayed until the other is decided;

(6) Subsection (5) applies even if all or any of the parties to the appeals are not the same;

(7) In this section—

original decision means a decision described in schedule 3;

reviewed decision means the chief executive's decision on a review under section 485.

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Date _____

Transport Planning and Coordination Act 1994
Part 5, Division 2 - Review of Original Decisions

31 Applying for review

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
 - (a) the notice did not state the reasons for the original decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)
 the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

32 Stay of operation of original decision

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
 - (a) may be given on conditions the relevant entity considers appropriate; and
 - (b) operates for the period specified by the relevant entity; and
 - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.

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(8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

relevant entity means—

(a) if the reviewed decision may be reviewed by QCAT—QCAT; or

(b) if the reviewed decision may be appealed to the appeal court—the appeal court.

35 Time for making appeals

(1) A person may appeal against a reviewed decision only within—

(a) if a decision notice is given to the person—28 days after the notice was given to the person; or

(b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

(2) However, if—

(a) the decision notice did not state the reasons for the decision; and

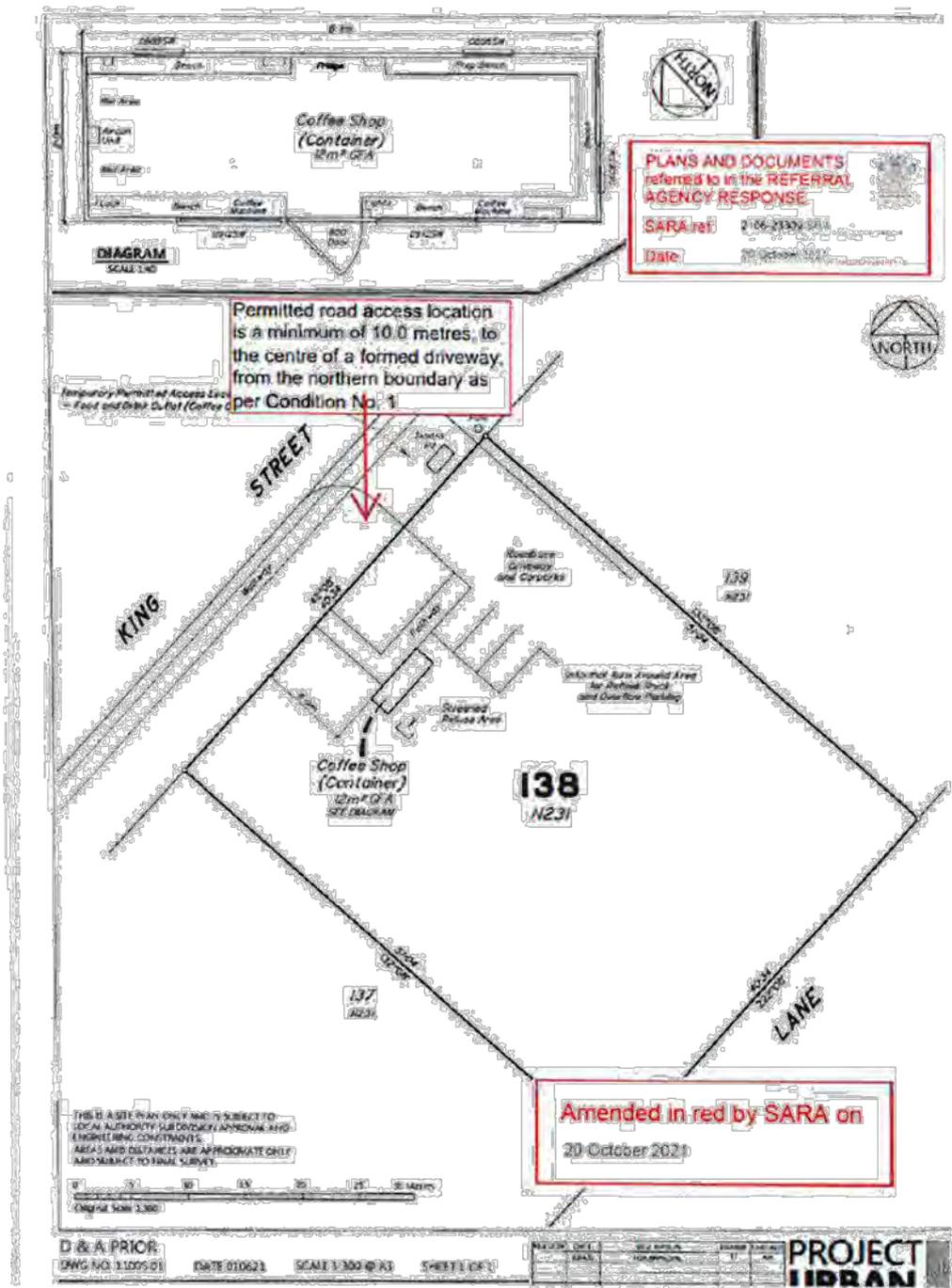
(b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.

Delegated Authority _____

Date: _____



Delegated Authority _____

Date: _____

Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules regarding representations about a referral agency response

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

26.1 Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.

28.2 A concurrence agency may change its referral agency response at any time before the application is decided if—

- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
- (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
- (c) the applicant has given written agreement to the change to the referral agency response.

28.3 A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.

28.4 If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—

- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 3 days of receiving notice of the change under section 25.1; and
- (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

Pursuant to Section 68 of the *Planning Act 2016*
 2. In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Page 1 of 2

Delegated Authority _____ Date _____

Part 7: Miscellaneous

30 Representations about a referral agency response

30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.

An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

Page 2 of 2

Delegated Authority _____ Date _____

ATTACHMENT B

NOTICE ABOUT DECISION – STATEMENT OF REASONS

The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016

The development application for:

Type of Approval	Food and drink outlet in a converted shipping container (Take away coffee shop less than 100sqm in gross floor area)
Level of Assessment	Code assessable
Application No	MCU21/0007
Name of Applicant	Ann Prior & Dennis Prior
Street Address	50 King Street, Nanango
Real Property Address	Lot 138 on N231

On 15 November 2021 the above development was:

Approved in full, with conditions:

1. Reasons for the Decision

The reasons for this decision are:

- The scale of the Takeaway Coffee business is considered to be of low impact;
- Visitor parking designated to on-site including vehicular manoeuvring;
- Direct access to the property as conditioned by Transport and Main Roads;
- Daylight operating hours reduces the potential to conflict or impact upon adjacent sensitive receptors;
- Availability to connect to all network services;
- Development is at a lesser risk being designed and constructed to withstand the ARI100 flood event or to be removed from site in the event of a flood.

2. Assessment Benchmarks

- South Burnett Regional Council Planning Scheme 2017
 - o Low impact industry zone code; and
 - o Services and works code

3. Relevant Matters

- Nil.

Note: Each application submitted to Council is assessed individually on its own merit.

Delegated Authority

Date

ATTACHMENT C

INFRASTRUCTURE CHARGES NOTICE

(Section 119 of the Planning Act 2016)

APPLICANT: D & A Prior
88 Gwynne Street
WYNNUM WEST QLD 4178

APPLICATION: Material Change of use for a food and drink outlet less than 100m2 - code assessable.

DATE: 15/11/2021

FILE REFERENCE: MCU21/0007

AMOUNT OF THE LEVIED CHARGE: <i>(Details of how these charges were calculated are shown overleaf)</i>	\$1,572.00	Total
	\$756.00	Water Supply Network
	\$420.00	Sewerage Network
	\$372.00	Transport Network
	\$0.00	Parks and Land for Community Facilities Network
	\$24.00	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 138 N231

SITE ADDRESS: 50 King St, Nanango

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*

Delegated Authority _____ Date _____

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail) – Food and drink outlet	12	m ² GFA	\$63.00	CR Table 2.2	\$756.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Vacant land	-	m ² GFA	\$0.00	-	\$0.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail) – Food and drink outlet	12	m ² GFA	\$35.00	CR Table 2.2	\$420.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Vacant land	-	m ² GFA	\$0.00	-	\$0.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail) – Food and drink outlet	12	m ² GFA	\$31.00	CR Table 2.2	\$372.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Vacant land	-	m ² GFA	\$0.00	-	\$0.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail) – Food and drink outlet	12	m ² GFA	0.00	CR Table 2.2	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Vacant land	-	m ² GFA	\$0.00	-	\$0.00

Delegated Authority _____ Date: _____

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail) – Food and drink outlet	12	m ² GFA	\$2.00	CR Table 2.2	\$24.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Vacant land		m ² GFA	\$0.00		\$0.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial (retail) – Food and drink outlet	\$756.00	\$420.00	\$372.00	\$0.00	\$24.00	\$1,572.00
Total	\$756.00	\$420.00	\$372.00	\$0.00	\$24.00	\$1,572.00

** 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.*

Delegated Authority

Date:

INFORMATION NOTICE

- Authority and Reasons for Charge** This Infrastructure Charges Notice has been given in accordance with section 119 of the *Planning Act 2016* to support the Local government's long-term infrastructure planning and financial sustainability.
- Appeals** Pursuant to section 229 and Schedule 1 of the *Planning Act 2016* a person may appeal an Infrastructure Charges Notice. Attached is an extract from the *Planning Act 2016* that details your appeal rights.
- Automatic Increase Provision of charge rate (\$)** 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.
- 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.
- GST** The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.
- Making a Payment** This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.
- 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.
- An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au
- Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;

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.

Delegated Authority

Date:

- 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