



AGENDA

Ordinary Council Meeting Wednesday, 15 October 2025

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

Date: Wednesday, 15 October 2025

Time: 9.00am

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

**Mark Pitt PSM
Chief Executive Officer**

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

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

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 17 SEPTEMBER 2025

File Number: 15/10/2025

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Council Meeting held on 17 September 2025 be received and the recommendations therein be adopted.

ATTACHMENTS

- 1. Minutes of the Council Meeting held on 17 September 2025**



MINUTES

Ordinary Council Meeting Wednesday, 17 September 2025

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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, 17 SEPTEMBER 2025 AT 9.00AM**

PRESENT:

Councillors:

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

Council Officers:

Mark Pitt (Chief Executive Officer), Kevin Searle (Acting General Manager Infrastructure), Kerri Anderson (General Manager Finance & Liveability), Kristy Miatt (Executive Assistant Communications), Rebecca Bayntun (Manager Customer Solutions), Simon Ginn (Manager Planning and Development), Sam Dunstan (Senior Planning Officer), (Jennifer Pointon (Manager Commercial Enterprises and Projects), Michael Hunter (Coordinator Commercial Enterprises), Adam Branch (Manager Water and Wastewater), Chrys McDuffie (Manager People and Culture), Danielle Gribble (Executive Assistant)

1 OPENING

Mayor Kathy Duff opened the meeting at 9.01am

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Kingaroy District Ministry Association, Major Michelle Myers offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

I, CEO Mark Pitt inform this meeting that I have a declarable conflict of interest in relation to **Item 12.7 Negotiated Decision Request for Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 19 Boonenne Ellesmere Road, Taabinga (and described as Lot 1 on RP175421). The applicant: F Heirdsfield C/- ONF Surveyors.** This declarable conflict of interest arises due to a close associate having made a submission on the application. I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

In accordance with *S150EL* and *150EM* of the *Local Government Act 2009* I, Cr Jane Erkens inform this meeting that I have a prescribed conflict of interest in relation to **Item 11.1. EBA Update Final.** The nature of my interest is due to a close associate, being my son is an employee of council and a staff representative to the Joint Consultative Committee and the EBA Committee. In accordance with *S150EK* of the *Local Government Act 2009*, I will exclude myself from any meeting, discussion or communication in relation to making a decision on this matter and will stay away from the place where the meeting is being held while this matter is discussed and voted on.

In accordance with *S150EL* and *150EM* of the *Local Government Act 2009* I, Cr Heath Sander inform this meeting that I have a prescribed conflict of interest in relation to Item **11.1. EBA Update Final**. The nature of my interest is due to a close associate, being my brother is an employee of council. In accordance with *S150EK* of the *Local Government Act 2009*, I will exclude myself from any meeting, discussion or communication in relation to making a decision on this matter and will stay away from the place where the meeting is being held while this matter is discussed and voted on.

In accordance with *S150EQ* of the *Local Government Act 2009* I, Cr Deb Dennien inform this meeting that I have a declarable conflict of interest in relation to Item **11.1. EBA Update Final**. The nature of my interest is due to a related party, being my son's partner is an employee of council. In accordance with *150EPA* of the *Local Government Act 2009*, I will voluntarily exclude myself from any meeting, discussion or communication in relation to making a decision on this matter and will stay away from the place where the meeting is being held while this matter is discussed and voted on.

In accordance with *S150EL* and *150EM* of the *Local Government Act 2009* I, Cr Heath Sander inform this meeting that I have a prescribed conflict of interest in relation to Item **12.4. Registers of Pre-Qualified Suppliers**. The nature of my interest is due to myself and a related party, being my partner Rowena Wessling under our company Sanders Bobcat, have made a submission to the panel of providers and are listed in the recommendation to provide contract services to council. In accordance with *S150EK* of the *Local Government Act 2009*, I will exclude myself from any meeting, discussion or communication in relation to making a decision on this matter and will stay away from the place where the meeting is being held while this matter is discussed and voted on.

In accordance with *S150EQ* of the *Local Government Act 2009* I, Cr Heath Sander inform this meeting that I have a declarable conflict of interest in relation to Item **16.2. Award of contract SBRC 2526_11 Plan and Design for South Burnett Tourist Parks**. The nature of my interest is due to myself and a related party, being my partner Rowena Wessling under our company Heathrow Pty Ltd, are engaged as the managers for the South Burnett Tourist Parks and as dam managers we have an interest in matters that may impact the dams and surrounds. In accordance with *150EPA* of the *Local Government Act 2009*, I will voluntarily exclude myself from any meeting, discussion or communication in relation to making a decision on this matter and will stay away from the place where the meeting is being held while this matter is discussed and voted on.

6 DEPUTATIONS/PETITIONS

Students from St John's Lutheran School attended the meeting.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 20 AUGUST 2025

RESOLUTION 2025/123

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the Minutes of the Council Meeting held on 20 August 2025 be received and the recommendations therein be adopted.

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

Against: Nil

CARRIED 7/0

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - SIGNAGE NOTIFYING ROAD USERS

RESOLUTION 2025/124

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council

1. work with the Department of Main Roads, the Queensland Police Service and Community to erect signs notifying road users of the need to drive to the conditions of the roads and the areas where they are shared with cyclists, horses, horse and carriages, wildlife, livestock, children and pedestrians.
2. contact Minister of Transport to request learner drivers be made aware of their obligations to horses and cyclists on the road.

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

Against: Nil

CARRIED 7/0

9 COUNCILLOR DIVISIONAL UPDATES

The Mayor and Councillors provided an update on their Divisions.

Attendance:

At 9.25am Kristy Miatt left the meeting.

At 9.36am Simon Ginn left the meeting.

At 9.39am Helen Floyd entered the meeting.

At 9.43am Simon Ginn returned to the meeting.

At 9.52am Lynelle Paterson entered the meeting.

At 9.52am Lynelle Paterson left the meeting.

At 9.59am Helen Floyd left the meeting.

10 BUSINESS OUTSTANDING

10.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2025/125

Moved: Cr Deb Dennien

Seconded: Cr Linda Little

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

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

Against: Nil

CARRIED 7/0

Attendance

At 10.00am Simon Ginn left the meeting.
At 10.00am Simon Ginn returned to the meeting.
At 10.01am Jennifer Pointon entered the meeting.
At 10.02am Samantha Dunstan entered the meeting.
At 10.02am Helen Floyd entered the meeting.
At 10.10am Jennifer Pointon left the meeting.
At 10.19am Helen Floyd left the meeting.

ADJOURN MORNING TEA

RESOLUTION 2025/126

Moved: Cr Jane Erkens
Seconded: Cr Linda Little

That the meeting adjourn for morning tea at 10.00am

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

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2025/127

Moved: Cr Danita Potter
Seconded: Cr Heath Sander

That the meeting resume at 10.30am.

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

Against: Nil

CARRIED 7/0

11 EXECUTIVE SERVICES**Attendance**

At 11.01am Cr Heath Sander left the meeting after having earlier informed the meeting of a prescribed conflict of interest in **Item 11.1** and his decision 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.

At 11.02am Cr Deb Dennien left the meeting after having earlier informed the meeting of a declarable conflict of interest in **Item 11.1** 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.

At 11.02am Cr Jane Erkens left the meeting after having earlier informed the meeting of a prescribed conflict of interest in **Item 11.1** and her decision to not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

11.1 EBA UPDATE FINAL

RESOLUTION 2025/128

Moved: Cr Linda Little

Seconded: Cr Danita Potter

That South Burnett Regional Council receive the report on the 2025 Certified Agreements for information.

In Favour: Crs Kathy Duff, Linda Little, Danita Potter and Ros Heit

Against: Nil

CARRIED 4/0**Attendance**

At 11:03am Cr Jane Erkens returned to the meeting.

At 11:03am Cr Deb Dennien returned to the meeting.

At 11:03am Cr Heath Sander returned to the meeting.

11.2 AUSTRALIA DAY AWARDS CEREMONY - FINALISED NOMINATION FORMS AND GUIDELINES

RESOLUTION 2025/129

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That the report be received for information.

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

Against: Nil

CARRIED 7/0**Attendance**

At 11.13am Sam Dunstan left the meeting.

At 11.19am Sam Dunstan entered the meeting.

At 11.19am Sam Dunstan left the meeting.

At 11.23am Sam Dunstan entered the meeting.

11.3 SECOND DRAFT COMMUNITY PLANS

RESOLUTION 2025/130

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That South Burnett Regional Council approve the second draft community plans (as amended Kingaroy introduction, Durong long term over 8 years, other localities Booie and Wattle Camp) to be released for final consultation and that a workshop be held to review, with a final report to be presented to the November Ordinary Meeting Council for adoption.

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

Against: Nil

CARRIED 7/0

11.4 NOTICE TO REPEAL SOUTH BURNETT REGIONAL COUNCIL DEMOLISH, REMOVE OR RELOCATE BUILDINGS POLICY - STRATEGIC024

RESOLUTION 2025/131

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That the matter be lifted from the table.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2025/132

Moved: Cr Linda Little
Seconded: Cr Deb Dennien

That the South Burnett Regional Demolish, Remove or Relocate Buildings Policy – Strategic024 be repealed.

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

Against: Nil

CARRIED 7/0

11.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RELOCATION OF EXISTING BUILDING POLICY - STRATEGIC051

RESOLUTION 2025/133

Moved: Cr Heath Sander
Seconded: Cr Jane Erkens

That the matter be lifted from the table.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2025/134

Moved: Cr Danita Potter
Seconded: Cr Linda Little

That the South Burnett Regional Council Relocation of Existing Building Policy – Strategic051 be adopted as presented.

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

Against: Nil

CARRIED 7/0

11.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REMOVAL OF EXISTING BUILDING POLICY - STRATEGIC052

RESOLUTION 2025/135

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That the matter be lifted from the table.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2025/136

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That the South Burnett Regional Council Removal of Existing Building Policy – Strategic052 be adopted as presented.

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

Against: Nil

CARRIED 7/0

11.7 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COOLABUNIA SALEYARDS MANAGEMENT POLICY - STRATEGIC054

RESOLUTION 2025/137

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the South Burnett Regional Council Coolabunia Saleyards Management Policy – Strategic054 be adopted as presented.

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

Against: Nil

CARRIED 7/0

11.8 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL LEAVE WITHOUT PAY POLICY - STRATEGIC055

RESOLUTION 2025/138

Moved: Cr Ros Heit
 Seconded: Cr Danita Potter

That the South Burnett Regional Council Leave without Pay Policy – Strategic055 be adopted as presented.

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

Against: Nil

CARRIED 7/0

Attendance

At 11.37am Jennifer Pointon returned to the meeting.
 At 11.38am Jennifer Pointon left the meeting.
 At 11.39am Jennifer Pointon returned to the meeting.
 At 11.44am Simon Ginn left the meeting.
 At 11.45am Leanne Petersen entered the meeting.
 At 11.45am Sam Dunstan returned to the meeting.
 At 11.49am Simon Ginn returned to the meeting.

11.9 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL AND CHERBOURG ABORIGINAL SHIRE COUNCIL BIOSECURITY COMMITTEE TERMS OF REFERENCE - STRATEGIC056

RESOLUTION 2025/139

Moved: Cr Ros Heit
 Seconded: Cr Deb Dennien

That the South Burnett Regional Council and Cherbourg Aboriginal Shire Council Biosecurity Committee Terms of Reference – Strategic056 be adopted as amended.

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

Against: Nil

CARRIED 7/0

Attendance

At 11:52am Cr Danita Potter left the meeting.
 At 11:52am Leanne Petersen left the meeting.
 At 11:54am Cr Danita Potter returned to the meeting.
 At 11:59am Kerri Anderson left the meeting.
 At 12:00pm Kerri Anderson returned to the meeting.
 At 12:07pm Craig Patch entered the meeting.

11.10 KINGAROY SOARING CLUB INC. MOU FOR ANNUAL PERMIT AND LICENCE TO OCCUPY RENEWAL

RESOLUTION 2025/140

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

1. That South Burnett Regional Council approve:
 - (a) The inclusion of five (5) glider parking spaces be included in the annual usage permit.
 - (b) That the definition of maintenance is limited to mowing, whipper snipping and spraying of grassed areas, and excludes maintenance, repairs and capital improvements to infrastructure including buildings, pavements and asphalt surfaces.
 - (c) Pursuant to section 257 (1) (b) of the *Local Government Act 2009*, South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute the agreement on terms and conditions considered satisfactory to Council.
2. In accordance with s.236(1)(b)(ii) of the *Local Government Regulation 2012*, dispose of a valuable non-current asset by way of entering a Deed of Licence to Occupy for part of Lot 3 on FY2974, known as the Club House, to The Kingaroy Soaring Club Inc. for a term of 5 years and to expire on 23 January 2031 for the rental amount of the 2025 calculated rent from the previous term plus CPI increase.
3. In accordance with s.236(1)(b)(ii) of the *Local Government Regulation 2012*, dispose of a valuable non-current asset by way of entering a Deed of Licence to Occupy for part of Lot 3 on FY2974, known as the Bunkhouse Area 3, to The Kingaroy Soaring Club Inc. for a term of 1 year and to expire on 23 January 2027 for the rental amount of the 2025 calculated rent from the previous term plus CPI increase.
4. Pursuant to s.257(1)(b) of the *Local Government Act 2009*, delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Deeds of Licence to Occupy with The Kingaroy Soaring Club Inc. on terms and conditions considered satisfactory to Council

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

Against: Nil

CARRIED 7/0

12 FINANCE & LIVEABILITY**Attendance**

At 12.09pm Jennifer Pointon left the meeting

At 12.11pm Adam Branch entered the meeting

12.1 MONTHLY FINANCIAL INFORMATION - AUGUST 2025

RESOLUTION 2025/141

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That the monthly Financial Report as at 31st August 2025 be received and noted.

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

Against: Nil

CARRIED 7/0

12.1a GRANTS INWARDS LISTING REPORT

RESOLVED

That the Grants Inwards Listing Report cover a period of six (6) months.

12.2 DRAWING OF THE WINNER OF THE \$500 CREDIT TOWARDS THEIR NEXT PERIOD RATE LEVY EMAIL INITIATIVE

RESOLVED

That South Burnett Regional Council draw the winner of the Rates Email Competition for the July to December 2025 rates levy.

The winning customer entry number drawn was 158 from Nanango.

ADJOURN LUNCH

RESOLUTION 2025/142

Moved: Cr Linda Little

Seconded: Cr Danita Potter

That the meeting adjourn for lunch at 12.28pm

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

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2025/143

Moved: Cr Linda Little
 Seconded: Cr Danita Potter

That the meeting resume at 1.38pm.

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

Against: Nil

CARRIED 7/0

Attendance

At 1.40pm Louise Reidy entered the meeting
 At 1.45pm Simon Ginn left the meeting
 At 1.46pm Simon Ginn entered the meeting

12.3 REQUEST FOR GRANT FUNDING - BRISBANE VALLEY HERITAGE TRAILS INC

RESOLUTION 2025/144

Moved: Cr Danita Potter
 Seconded: Cr Linda Little

That South Burnett Regional Council approve \$2,000 in grant funding to the Brisbane Valley Heritage Trails Inc for the Brisbane Valley History Expo which is being held in October 2025.

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

Against: Cr Heath Sander

CARRIED 6/1

Attendance

At 1.49pm Cr Heath Sander left the meeting after having earlier informed the meeting of a prescribed conflict of interest in **Item 12.4** 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.

12.4 REGISTERS OF PRE-QUALIFIED SUPPLIERS

RESOLUTION 2025/145

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council

1. approve the list of providers to be included in the following established arrangements of Pre-Qualified Suppliers.
 - SBRC 2425_14 Civil Works
 - SBRC 2425_15 Dry Hire
 - SBRC 2425_16 Electrical Services
 - SBRC 2425_17 Quarry Materials
 - SBRC 2425_18 Trade Services
 - SBRC 2425_19 Wet Hire
2. delegate to the CEO to approve additional applications to Council's registers of pre-qualified suppliers to support the development of a healthy register of suppliers to facilitate repeat engagements to meet operational obligations and public expectation of service delivery; and
3. that the providers who achieved the set criteria but are partially compliant with necessary documentation will be required to submit these documents no later than 30th September 2025. Non-submission of required documentation will be grounds for removal from the pre-qualified supplier register.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros HeitAgainst: Nil**CARRIED 6/0****Attendance**

At 2:11pm Cr Heath Sander returned to the meeting.

At 2:13pm Louise Reidy left the meeting.

At 2:14pm Leanne Petersen returned to the meeting.

At 2:14pm Samantha Dunstan left the meeting.

At 2:15pm Malcolm Dombrow entered the meeting.

At 2:16pm Samantha Dunstan returned to the meeting.

At 2:17pm Malcolm Dombrow left the meeting.

12.5 BEGA PEANUT BOARD TRUCK DONATION

RESOLUTION 2025/146

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That South Burnett Regional Council accept the donation from Bega of the 1934 Dodge truck.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros HeitAgainst: Nil**CARRIED 7/0**

Attendance

At 2.25pm Lynelle Paterson entered the meeting.

At 2.25pm Lynelle Paterson left the meeting.

At 2.49pm Wendy Kruger entered the meeting.

At 2.49pm Wendy Kruger left the meeting.

12.6 NEGOTIATED DECISION REQUEST FOR DEVELOPMENT PERMIT FOR RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) AT 5 MULLERS LANE MURGON (AND DESCRIBED AS LOT 324 ON FY2912). APPLICANT: J REID

MOTION

Moved: Cr Heath Sander

Seconded: Mayor Kathy Duff

That South Burnett Regional Council accept the negotiated decision request for Development Permit RAL24/0041 for reconfiguring a Lot (1 lot into 2) at 5 Mullers Lane Murgon subject to the following:

- connection of water to both blocks
- the 5m buffer zone be removed on the eastern and western side (southern side buffer remains)
- applicant not to have to construct Pioneer Lane – use 4m access off Mullers Lane

Statement of Reasons:

RESOLUTION 2025/147

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the matter lay on the table.

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

Against: Nil

CARRIED 7/0

Attendance

At 2.57pm CEO Mark Pitt left the meeting after having earlier informed the meeting of a declarable conflict of interest in **Item 12.7** 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.

12.7 NEGOTIATED DECISION REQUEST FOR DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (1 LOT INTO 2 LOTS) AT 19 BOONENNE ELLESMERE ROAD, TAABINGA (AND DESCRIBED AS LOT 1 ON RP175421). THE APPLICANT: F HEIRDSFIELD C/- ONF SURVEYORS.

RESOLUTION 2025/148

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That Council approve in part and refuse in part the request for a Negotiated Decision Notice for Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 19 Boonenne Ellesmere Road, Taabinga as follows:-

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing Title	Prepared by	Ref No.	Rev.	Date
Proposed Subdivision	ONF Surveyors	12831P/1	-	25/2/25

Timing: At all times.

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.

OUTSTANDING FEES

GEN4. Prior to the sealing of the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being a charge over the subject land under any Act in accordance with Schedule 18, Section 69 of the Planning Regulation 2017.

SURVEY MARKS

GEN5. 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.

PLANNING

GEN6. All development involving the emission of noise, odour and dust from ongoing uses, building and/or construction activities, must ensure that the emissions are in accordance with the requirements of the *Environmental Protection Act 1994*.

Timing: As indicated.

PROPERTY BOUNDARIES

GEN7. All existing on-site structure, dams and sewerage treatment facilities including transpiration and irrigation areas are to be relocated so they do not cross the proposed property boundary.

VALUATION FEES

- RAL1. Payment of Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$55.00 per lot. However, the actual amount payable will be based on Council's Register of Fees & Charges 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. Be responsible for 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

- ENG3. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG4. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG5. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG6. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).
- ENG7. 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

- ENG8. Connect all lots in the development to Council's reticulated water supply system. Contact Council's Water and Wastewater section to determine where proposed Lot 11 will connect to Council's water network.

ON-SITE WASTEWATER DISPOSAL

- ENG9. Future Dwellings shall be connected to an on-site wastewater disposal system, in accordance with *AS 1547 On-site domestic wastewater management* and the Queensland Plumbing and Waste Water Code.

VEHICLE ACCESS

ENG10. Construct a gravelled driveway having a minimum width of 4 metres in accordance with Council's Standard Drawing 00049, to access proposed Lot 11. Note that where no table drains exists, a culvert is not required.

~~Comment:~~ This condition is imposed pursuant to Section 143 of the *Planning Act 2016*.

TELECOMMUNICATION

ENG11. Provide telecommunications to all lots within the development.

ELECTRICITY

ENG12. Provide electricity supply to all lots within the development to comply with Ergon Energy's requirements. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

1. The development (proposed Lot 11) must be provided with a connection to a reticulated electricity supply prior to the sealing of the survey plan; or

Timing: Prior to sealing of the survey plan, submit to Council a certificate of supply and written confirmation from the electricity provider that an agreement has been made for the supply of electricity to the development.

2. Where a reticulated electricity supply is not reasonably available at the time of sealing the survey plan, a dwelling house must be serviced by a stand-alone electricity supply system incorporating solar generation with battery storage and a back-up supply capable of meeting the ongoing energy needs of the premises; and
3. Evidence of compliance with this condition must be provided to Council prior to sealing of the survey plan.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG13. 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.

ENG14. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

ADVICE

ADV1. The **relevant period** for the development approval (Reconfiguring a Lot) shall be four (4) years starting the day the approval is granted or takes effect. In accordance with Section 85(1)(b) of the *Planning Act 2016* (PA), the development approval for Reconfiguring a Lot lapses if a plan for the Reconfiguration that is required to be given to a local government is not given.

An applicant may request Council to extend the relevant period provided that such request is made in accordance with Section 86 of the *Planning Act 2016* and before the development approval lapses under Section 85 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 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.

- ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

INFRASTRUCTURE CHARGES NOTICE

- ADV4. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to section 119 of the *Planning Act 2016*.

DEVELOPER INCENTIVE

- ADV5. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2027. Eligible development under this scheme is required to be completed by 31 December 2027. For further information or application form please refer to the rules and procedures available on Council's website.

CONCURRENCE AGENCY

- ADV6. The State Assessment Referral Agency (SARA) has imposed conditions on the development permit as attached.

ELECTRICITY

- ADV7. **For the purposes of condition ENG12, reticulated electricity is considered reasonably available where a supply connection can be obtained from the distribution network within a practical distance of the lot boundary and at a standard connection cost determined by the electricity distributor (eg. Ergon Energy).**

Where reticulated electricity is not reasonably available, a stand-alone solar generation and battery storage system should be designed and installed in accordance with the relevant Australian Standards and sized to ensure sufficient capacity for the ongoing operation of the dwelling.

Council may require evidence from a suitably qualified person confirming that the chosen supply arrangement is operational and adequate for the intended residential use.

ELECTRICITY – PROPERTY NOTE

- PN1. **Under condition ENG12, where Council deems option 2 and 3 have been satisfied, the following note to be recorded as a property note:**

Proposed Lot 11 (was Lot 1 on RP175421) does not have a reticulated electricity supply connection. It is the landowner's responsibility to provide a reliable power source to service the property, either via the reticulated electricity network or an alternative energy source in accordance with condition ENG12 of Council's Negotiated Decision Notice RAL25/0005.

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

Against: Nil

CARRIED 7/0

Attendance

At 3.07pm CEO Mark Pitt returned to the meeting.

At 3:08pm Cr Deb Dennien left the meeting.

At 3:09pm Cr Deb Dennien returned to the meeting.

12.8 TRIAL OF WASTEID & BACKFLOWID

RESOLUTION 2025/149

Moved: Cr Deb Dennien

Seconded: Cr Ros Heit

That the matter be lifted from the table.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2025/150

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council accept the 4.5-month trial of the WastelD and BackflowID systems

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

Against: Cr Heath Sander

CARRIED 6/1

12.9 DELEGATED AUTHORITY REPORTS (1 AUGUST 2025 TO 31 AUGUST 2025)

RESOLUTION 2025/151

Moved: Cr Linda Little

Seconded: Cr Danita Potter

That South Burnett Regional Council note and receive the Delegated Authority Report, for the month of August 2025.

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

Against: Nil

CARRIED 7/0

12.10 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2025/152

Moved: Cr Linda Little

Seconded: Cr Deb Dennien

That the List of Correspondence pending completion of Assessment Report as at 9 September 2025 be received and noted.

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

Against: Nil

CARRIED 7/0**13 INFRASTRUCTURE****13.1 2029/2030 TIDS NOMINATIONS AND AMENDED PROGRAM**

RESOLUTION 2025/153

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1) Nominate for the 2029/30 to the RRTG the following roads for TIDS funding; and

- Alford Street East, Kingaroy
- Tingoorra Chelmsford Road, Greenview

2) Amend the TIDS Program to support existing projects and maximise available funding proposed for delivery in future years.

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

Against: Nil

CARRIED 7/0

13.2 MEMERAMBI TRANSFER STATION GATE CARD FEE AND CHARGE

RESOLUTION 2025/154

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That Council establishes a fee and charge for the Memerambi Transfer Station for the following:

1. A \$20.00 refundable bond for a gate access card; and
2. A \$40.00 non-refundable lost/ stolen gate access card fee.

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

Against: Nil

CARRIED 7/0

13.3 APPLICATION FOR FUNDING UNDER THE DEPARTMENT OF THE ENVIRONMENT, TOURISM, SCIENCE AND INNOVATION - GRASSROOTS ENVIRONMENTAL GRANTS PROGRAM

RESOLUTION 2025/155

Moved: Cr Deb Dennien

Seconded: Cr Danita Potter

That South Burnett Regional Council assist community organisations prepare applications under the Department of the Environment, Tourism, Science and Innovation – Grassroots Environmental Grants Program to protect and preserve the region's environmental areas.

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

Against: Nil

CARRIED 7/0**Attendance**

At 3.14pm Adam Branch left the meeting.

At 3.25pm Chrys McDuffie entered the meeting.

At 3.27pm Simon Ginn entered the meeting.

At 3.31pm Samantha Dunstan left the meeting.

13.4 FUNDING REQUEST - REPLACEMENT OF TIMBER RETAINING WALL AT KINGAROY NETBALL COURTS AND ROTARY PARK.

MOTION

Moved: Cr Danita Potter

That South Burnett Regional Council contribute \$34,550 (including GST) to Kingaroy Netball Association for the construction of a new retaining wall along the netball courts to protect the new courts and Councils stormwater infrastructure.

The motion lapsed for want of a seconder

MOTION

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

1. That South Burnett Regional Council work in partnership with the Kingaroy Netball Association to seek grant funding for the construction of a new retaining wall along the netball courts to protect the new courts; and
 2. That any financial contribution Council may be considered in association with the grant funding to assist with the protection of Council's stormwater.
-

RESOLUTION 2025/156

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the matter lay on the table.

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

Against: Nil

CARRIED 7/0

14 QUESTIONS ON NOTICE**14.1 DONATIONS TO THE ANIMAL MANAGEMENT CENTRE**

RESOLUTION 2025/157

Moved: Cr Jane Erkens

Seconded: Cr Ros Heit

That the response to the question regarding donations for the Animal Management Centre raised by Councillor Erkens be received and noted.

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

Against: Nil

CARRIED 7/0

15 INFORMATION SECTION

Nil

16 CONFIDENTIAL SECTION

RESOLUTION 2025/158

Moved: Cr Linda Little

Seconded: Cr Danita Potter

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

16.1 Management and Operation of the South Burnett Aquatics Centre Contract No SBRCQ 2526-01 - Negotiation outcomes

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

16.2 Award of contract SBRC 2526_11 Plan and Design for South Burnett Tourist Parks

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

16.3 Construction of a Formed Road to Lot 29 RP36980 and Lot 10 M5421 Memerambi

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

16.4 Application to waive rates charges on assessment 40576-00000-000

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

16.5 Performance Review Chief Executive Officer and Renewal of Contract

This matter is considered to be confidential under Section 254J - a of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the appointment, discipline or dismissal of the Chief Executive Officer.

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

Against: Nil

CARRIED 7/0**Attendance:**

At 3.52pm Addison Hawks entered the meeting.

At 3.52pm Linda Muller entered the meeting.

At 3.52pm Addison Hawks left the meeting.
At 3.52pm Linda Muller left the meeting.
At 3.59pm Cr Heath Sander left the meeting.
At 3.58pm Chrys McDuffie left the meeting.
At 4.01pm Chrys McDuffie returned to the meeting.
At 4.09pm Cr Heath Sander returned to the meeting.
At 4.17pm Jennifer Pointon left the meeting.
At 4.25pm Leanne Petersen left the meeting.
At 4.27pm Chrys McDuffie left the meeting.
At 4.29pm Chrys McDuffie returned to the meeting.
At 4.44pm CEO Mark Pitt left the meeting.
At 4.44pm Kevin Searle left the meeting.

RESOLUTION 2025/159

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 7/0

MOTION

RESOLUTION 2025/160

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That Item 16.5 be dealt with first while CEO Mark Pitt is out of the room.

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

Against: Nil

CARRIED 7/0

Attendance:

At 5.00pm CEO Mark Pitt returned to the meeting.

At 5.05pm CEO Mark Pitt left the meeting.

16.5 PERFORMANCE REVIEW CHIEF EXECUTIVE OFFICER AND RENEWAL OF CONTRACT

RESOLUTION 2025/161

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

1. That the South Burnett Regional Council receives the "Performance Agreement – Chief Executive Officer December 2024";
2. that the adopted Organisational Development Plan be endorsed for the Chief Executive Officer performance agreement for the 2025/2026 financial year; and
3. That the Mayor be authorised to sign the "Performance Agreement – Chief Executive Officer December 2024" and the remuneration schedule in accordance with the contract of employment.
4. That South Burnett Regional Council in accordance with *S. 194 of the Local Government Act 2009*, South Burnett Regional Council appoint Mark Pitt to the position of Chief Executive Officer from 1 July 2026 to 3 July 2030; and
5. That the Mayor be delegated to finalise and sign the contract of employment.

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

Against: Nil

CARRIED 7/0**Attendance:**

At 5.08pm CEO Mark Pitt returned to the meeting

16.1 MANAGEMENT AND OPERATION OF THE SOUTH BURNETT AQUATICS CENTRE CONTRACT NO SBRCQ 2526-01 - NEGOTIATION OUTCOMES

RESOLUTION 2025/162

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Accept the negotiated terms and conditions of contract from Wright 70 Pty Ltd trading as Summer Country Aquatics the preferred tender for Invitation to Offer SBRCQ 25/26-01; and
2. Allocate additional funds at the first quarter review 2025/26 of \$24,000 (Ex GST).

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

Against: Nil

CARRIED 7/0**Attendance**

At 5.10 pm Cr Heath Sander left the meeting after having earlier informed the meeting of a declarable conflict of interest in **Item 16.2** 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.

16.2 AWARD OF CONTRACT SBRC 2526_11 PLAN AND DESIGN FOR SOUTH BURNETT TOURIST PARKS

RESOLUTION 2025/163

Moved: Cr Linda Little

Seconded: Cr Deb Dennien

1. That South Burnett Regional Council engages Blackwood Architecture & Design for the value of \$144, 930 (excluding GST) for the delivery of tender SBRC2526_11.
2. That Council delegates to the Chief Executive Officer the power to negotiate and finalise the engagement contract.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros HeitAgainst: Nil**CARRIED 6/0****Attendance**

At 5:10 pm, Cr Heath Sander returned to the meeting.

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

RESOLUTION 2025/164

Moved: Cr Jane Erkens

Seconded: Cr Ros Heit

That the matter lay on the table.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros HeitAgainst: Nil**CARRIED 7/0**

16.4 APPLICATION TO WAIVE RATES CHARGES ON ASSESSMENT 40576-00000-000

RESOLUTION 2025/165

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That South Burnett Regional Council agrees to waive rates and charges for the July to December 2025 period for assessment 40576-00000-000

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros HeitAgainst: Nil**CARRIED 7/0**

Item - 16.5 - Performance Review Chief Executive Officer and Renewal of Contract has been moved to the beginning of the Confidential Section

17 CLOSURE OF MEETING

The Meeting closed at 5.12pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 October 2025.

.....
CHAIRPERSON

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - TRIMMING OF TREES - 3 LOCATIONS

File Number: 15-10-2025

I, Councillor Heath Sander, give notice that at the next Ordinary Meeting of Council to be held on 15 October 2025, I intend to move the following motion:

MOTION

That South Burnett Regional Council trim back the trees protruding past the guidepost currently hitting trucks and smashing mirrors on:

- Wondai Proston Rd from Abbeywood road to the 60km sign in Proston both sides.
- Wondai Hivesville road from Buchanan lookout to Hivesville.
- South bound lane near Crawford.

RATIONALE

I am requesting this Notice of motion as I receive complaints weekly for over 12 months and nothing gets done. I've added it to the TAC meeting several times and still nothing happens. I have raised it in meetings for over 12 months still nothing happens. I have had a passenger mirror broken. Smithfield drivers stick to the centre of the road to prevent trees hitting trucks. This is now a safety issue.

Corporate Plan

IN 1. - Provide sound asset management strategies to maintain and improve councils road network, bridges, drainage, footpath infrastructure and street lighting.

I commend this Notice of Motion to Council.

Additional information:

The locations are TMR Roads and works on the TMR corridor must be in accordance with the RMPC agreement.

Council is unable to override the contract to undertake works contrary to TMR's direction as the road corridor belongs to the Queensland Government.

Council Officers have been following up with TMR since July and TMR have approved works under the contract in August. At this stage will commence in late October on the Wondai Proston Road as a priority.

The scope of the works include:

- Wondai Proston Road
 - Proston Abbeywood Rd to Proston
 - Mount McEuen Road to Hivesville
- Kingaroy Cooyar Road
 - Various Sections between Nanango Brooklands Road and Tarong Yarraman Road
- Bunya Highway

- Benair Intersection Visibility Clearing
- Multiple Sections between Murphys Road and Zolner Road
- Chinchilla Wondai
 - First 2 kilometres from bunya highway

To directly address Cr Sander referenced 3 locations:

- Wondai Proston Rd from Abbeywood road to the 60km sign in Proston both sides. – Yes, *included in current clearing package*
- Wondai Hivesville road from Buchanan lookout to Hivesville. Believe this is Wondai Proston as well as the Buchanan lookout is on this road – Yes, *included in current clearing package*
- South bound lane near Crawford. – Yes, *included in current clearing package*

ATTACHMENTS

Nil

8.2 NOTICE OF MOTION - REPLACE DAMAGED AND INEFFECTIVE GUIDE POSTS**File Number: 15-10-2025**

I, Councillor Heath Sander, give notice that at the next Ordinary Meeting of Council to be held on 15 October 2025, I intend to move the following motion:

MOTION

That the South Burnett Regional Council replace damaged and ineffective guide post on Wondai Hivesville road, Hivesville Proston road and Hivesville Road (silverleaf rd).

RATIONALE

Guide posts are a safety feature of a road. Multiple guideposts are bent over or missing and are non-effective.

It was a resolution of council this was to be done and maintained. This has not been continued.

CORPORATE PLAN

IN 1. - Provide sound asset management strategies to maintain and improve Councils Road network, bridges, drainage, footpath infrastructure and street lighting.

I commend this Notice of Motion to Council.

Additional Information:

Council undertakes guideposts based on resources and priority of works.

With the suspension of slashing services due to fire risks, Council staff have commenced guidepost works with some redirected resources as available.

Wondai Proston Road is a TMR Road, and the section of Silverleaf/Hivesville Road is a Council Road. We are currently undertaking guidepost works on these roads and others in that area currently.

For information the following table shows the current guidepost works by Council this financial year:

Guide post replacements 2025/26 FY to date	
Replacements	Number
Capital Works	50
Maintenance Central	190
Maintenance North	219
Maintenance South	30
RMPC-Main Roads	26
Grand Total	515

The previous resolution of Council is as per below also for reference:

Ordinary Council Meeting Minutes		16 April 2025
8 NOTICES OF MOTION		
8.1 NOTICE OF MOTION - INVESTIGATIONS		
RESOLUTION 2025/409		
Moved: Cr Heath Sander		
Seconded: Cr Jane Erkens		
That the following items be investigated and be considered in the budget and organisational review where applicable:		
1.	Undertake a guidepost and sign replacement and maintenance program across the region for the 2025/2026 financial year;	
2.	Investigate to purchase a woodchipper of suitable size to carry out the removal of tree waste as part of the fleet budget;	
3.	Identify which department is responsible for the regular maintenance of urban storm water pits throughout the region and undertake a regular cleaning regime of access grates to prevent excess flooding potential from any debris that may affect flow; and	
4.	Consideration for Council staff to mow and maintain the Murgon, Wondai, Tingoora, Kingaroy, Nanango and Blackbutt Cemeteries and the large park areas in Tingoora and Memerambi referring back to previous schedules prior to engaging contractors.	
<u>In Favour:</u>	Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander	
<u>Against:</u>	Cr Ros Heit	
		CARRIED 6/1

ATTACHMENTS

1. Guideposts [↓](#) 



8.3 NOTICE OF MOTION - TRIM BACK OR REMOVE OBSTRUCTIONS TO CREATE CLEAR VISIBILITY IN BOTH DIRECTIONS ON SUSAN CRESENT PROSTON**File Number: 15/10/2025**

I, Councillor Heath Sander, give notice that at the next Ordinary Meeting of Council to be held on 15 October 2025, I intend to move the following motion:

MOTION

That the South Burnett Council trim back or remove obstructions to create clear visibility in both directions on Susan Crescent Proston.

RATIONALE

I am putting in this NOM as for over 1 year. I have sent in requests for this to be done before someone gets killed.

I have received multiple complaints from residents and I myself was almost hit there today from the inbound lane having poor visibility.

CORPORATE PLAN

IN 1. - Provide sound asset management strategies to maintain and improve council's road network, bridge, drainage, footpath infrastructure and street lighting.

I commend this Notice of Motion to Council.

Additional information:

It is believed the trees in question are on the TMR corridor off Okeden Road.

Council has previously trimmed the trees and will need to seek approval of TMR for removal or further direction.

ATTACHMENTS

Nil

9 COUNCILLOR DIVISIONAL UPDATES

Nil

10 BUSINESS OUTSTANDING**10.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING****File Number:** 15-10-2025**Author:** Coordinator Executive Services**Authoriser:** Chief Executive Officer**PRECIS**

Business outstanding table for the Ordinary Council Meeting as at 9 October 2025.

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 October 2025

Attachment No: 1

Meeting	Subject	Manager	Resolution	Notes
Council 17/09/2025	Request for Grant Funding - Brisbane Valley Heritage Trails Inc	Anderson, Kerri	RESOLUTION 2025/144 Moved: Cr Danita Potter Seconded: Cr Linda Little That South Burnett Regional Council approve \$2,000 in grant funding to the Brisbane Valley Heritage Trails Inc for the Brisbane Valley History Expo which is being held in October 2025. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit <u>Against:</u> Cr Heath Sander CARRIED 6/1	29 Sep 2025 11:17am Kruger, Wendy Email sent advising request has been approved and requesting application form for community Grants Community Sponsorship be completed and returned to Council for processing. Application received 29/09/2025 and forwarded to Denise King to process and follow up. 29 Sep 2025 11:27am Kruger, Wendy - Reallocation Action reassigned to King, Denise by Kruger, Wendy - For Finalisation of application received.
Council 17/09/2025	Registers of Pre- Qualified Suppliers	Anderson, Kerri	RESOLUTION 2025/145 Moved: Cr Danita Potter Seconded: Cr Linda Little That South Burnett Regional Council 1. approve the list of providers to be included in the following established arrangements of Pre-Qualified Suppliers. <ul style="list-style-type: none"> • SBRC 2425_14 Civil Works • SBRC 2425_15 Dry Hire • SBRC 2425_16 Electrical Services • SBRC 2425_17 Quarry Materials • SBRC 2425_18 Trade Services • SBRC 2425_19 Wet Hire 2. delegate to the CEO to approve additional applications to Council's registers of pre-qualified suppliers to support the development of a healthy register of suppliers to facilitate repeat engagements to meet operational obligations and public expectation of service delivery; and	

			<p>3. that the providers who achieved the set criteria but are partially compliant with necessary documentation will be required to submit these documents no later than 30th September 2025. Non-submission of required documentation will be grounds for removal from the pre-qualified supplier register.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 6/0</p>
Council 17/09/2025	Drawing of the winner of the \$500 credit towards their next period Rate Levy email initiative	Anderson, Kerri	<p>RESOLVED</p> <p>That South Burnett Regional Council draw the winner of the Rates Email Competition for the July to December 2025 rates levy.</p> <p>The winning customer entry number drawn was 158 from Nanango.</p>
Council 17/09/2025	Notice of Motion - Signage notifying road users	Meehan, Aaron	<p>RESOLUTION 2025/124</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council</p> <p>1. work with the Department of Main Roads, the Queensland Police Service and Community to erect signs notifying road users of the need to drive to the conditions of the roads and the areas where they are shared with cyclists, horses, horse and carriages, wildlife, livestock, children and pedestrians.</p> <p>2. contact Minister of Transport to request learner drivers be made aware of their obligations to horses and cyclists on the road.</p> <p style="text-align: right;">07 Oct 2025 12:57pm Champney, Kristy This will be discussed further at the next TAC meeting.</p>

			<p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p>CARRIED 7/0</p>		
Council 17/09/2025	Second Draft Community Plans	Pitt PSM, Mark	<p>RESOLUTION 2025/130</p> <p>Moved: Cr Ros Heit Seconded: Cr Deb Dennien</p> <p>That South Burnett Regional Council approve the second draft community plans (as amended Kingaroy introduction, Durong long term over 8 years, other localities Booie and Wattle Camp) to be released for final consultation and that a workshop be held to review, with a final report to be presented to the November Ordinary Meeting Council for adoption.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p>CARRIED 7/0</p>	<p>01 Oct 2025 10:17am Hunt, Bree CEO, Coordinator Exec Services and CEO EA have scheduled time on 21 October to start working on the finalisation of the documents.</p>	
Council 17/09/2025	Trial of WastelD & BackflowID	Anderson, Kerri	<p>RESOLUTION 2025/150</p> <p>Moved: Cr Danita Potter Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council accept the 4.5-month trial of the WastelD and BackflowID systems</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit</p> <p><u>Against:</u> Cr Heath Sander</p> <p>CARRIED 6/1</p>		

Council 17/09/2025	Negotiated Decision Request for Development Permit for Reconfiguring a Lot - Subdivision (1 Lot into 2 Lots) at 5 Mullers Lane MURGON (and described as Lot 324 on FY2912). Applicant: J Reid	Anderson, Kerri	<p>MOTION</p> <p>Moved: Cr Heath Sander Seconded: Mayor Kathy Duff</p> <p>That South Burnett Regional Council accept the negotiated decision request for Development Permit RAL24/0041 for reconfiguring a Lot (1 lot into 2) at 5 Mullers Lane Murgon subject to the following:</p> <ul style="list-style-type: none"> • connection of water to both blocks • the 5m buffer zone be removed on the eastern and western side (southern side buffer remains) • applicant not to have to construct Pioneer Lane – use 4m access off Mullers Lane <p>Statement of Reasons:</p> <p>RESOLUTION 2025/147</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That the matter lay on the table.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil</p>
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CARRIED 7/0

Council 17/09/2025	Negotiated Decision Request for Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 19 Boonenne Ellesmere Road, Taabinga (and described as Lot 1 on RP175421). The applicant: F Heirdsfield C/- ONF Surveyors.	Anderson, Kerri	<p>RESOLUTION 2025/148</p> <p>Moved: Cr Danita Potter Seconded: Cr Jane Erkens</p> <p>That Council approve in part and refuse in part the request for a Negotiated Decision Notice for Development Permit for Reconfiguring a Lot (1 lot into 2 lots) at 19 Boonenne Ellesmere Road, Taabinga as follows:-</p>
Council 20/08/2025	Award SBRCQ- 25/26-05 DRFA REPA Zone 1-3 Jan 24 Unsealed to Undertake Flood Damage Restoration Works	Meehan, Aaron	<p>RESOLUTION 2025/118</p> <p>Moved: Cr Danita Potter Seconded: Cr Heath Sander</p> <p>That</p> <ul style="list-style-type: none"> • Conpak QLD Pty Ltd, be awarded the contract, SBRCQ-25/26-05 DRFA REPA Zone 1-3 Jan24 Unsealed to the value of \$240,439.71 excluding GST. • Conpak QLD Pty Ltd be awarded additional scope to undertake flood repair work within Zone 1-3 unsealed road network, related to damage sustained in the Tropical Cyclone Kirrily, associated rainfall and flooding, 25 January - 26 February 2024, at the discretion of the CEO. <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p>CARRIED 7/0</p>

Council 20/08/2025	Microchipping Day	Anderson, Kerri	<p>RESOLUTION 2025/97</p> <p>Moved: Cr Heath Sander Seconded: Cr Ros Heit</p> <p>That South Burnett Regional Council:</p> <p>a) endorse the planning of Microchipping Days at the South Burnett Animal Management Centre and a report be brought back to Council.</p> <p>b) investigate partnership with vets (including university vet programme) for desexing opportunities.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
Council 20/08/2025	Dog & Cat Adoption Fees - South Burnett Animal Management Centre	Anderson, Kerri	<p>RESOLUTION 2025/96</p> <p>Moved: Cr Danita Potter Seconded: Cr Ros Heit</p> <p>That South Burnett Regional Council</p> <p>a) Include an adoption fee for dogs and cats (including kittens and puppies) for the South Burnett Animal Management Centre in the 2025/2026 Fees and Charges.</p> <p>b) That the fee be set on an at cost basis depending on what services (microchip, desexing, vaccinations, Council registration or sustenance) are required to rehome the animal.</p> <p>c) Investigate amendment of fees and charges for microchipping</p> <p>d) Investigate Concessions</p>

			<p>e) Investigate Cheap Chip Program – specific days with largely reduced fees for microchipping.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>		
Council 20/08/2025	Renewal of Lease for Kingaroy Chamber of Commerce and Industry Inc. Hub	Anderson, Kerri	<p>RESOLUTION 2025/122</p> <p>Moved: Cr Danita Potter</p> <p>Seconded: Cr Deb Dennien</p> <p>That South Burnett Regional Council:</p> <p>1. In accordance with s236(1)(b)(ii) of the <i>Local Government Regulation 2012</i>, enter into a lease over Lot 1 on RP133329, with the Kingaroy Chamber of Commerce and Industry Inc for a term of two (2) years with the option of a two (2) year extension and</p> <p>2. Pursuant to s257(1)(b) of the <i>Local Government Act 2009</i>, delegate to the General Manager of Finance and Liveability the power to negotiate, finalise and execute the lease with Kingaroy Chamber of Commerce and Industry Inc on terms and conditions the General Manager of Finance and Liveability reasonably considers are satisfactory to Council.</p> <p><u>In Favour:</u> Crs Kathy Duff, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Cr Jane Erkens</p> <p style="text-align: right;">CARRIED 6/1</p>	<p>08 Oct 2025 9:05am Bayntun, Rebecca</p> <p>Draft lease finalised and being prepared for execution.</p>	

Council 20/08/2025	Engagement of Contractors to Undertake Temporary Holding Work Repairs as a Result of the December 2024 Flood Event	Meehan, Aaron	<p>RESOLUTION 2025/120</p> <p>Moved: Cr Jane Erkens Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Engage Yesbergs Earthmoving Unit Trust, in accordance with the supplied schedule of rates on a day-by-day basis to a capped value excluding GST; 2. Engage L&J Industries, in accordance with the supplied schedule of rates on a day-by-day basis to a capped value of excluding GST; 3. Engage Brown Contractors, in accordance with the supplied schedule of rates on a day-by-day basis to a capped value excluding GST, and; 4. Delegate to the Chief Executive Officer to negotiate and increase holding works values as required. <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit</p> <p><u>Against:</u> Nil</p> <p>CARRIED 6/0</p>
Council 20/08/2025	Award SBRCQ- 24/25-88 DRFA REPA Zone 6 Unsealed to Undertake Flood Damage Restoration Works.	Meehan, Aaron	<p>RESOLUTION 2025/119</p> <p>Moved: Cr Heath Sander Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Award Bellwether Contractors Pty Ltd, subject to submission approval, SBRCQ-24/25_88 DRFA REPA Zone 6 Unsealed to the value of \$1,731,220.55 excluding GST; and 2. Award Bellwether Contractors Pty Ltd additional scope to

			<p>undertake flood repair work within Zone 6 unsealed road network, related to damage sustained in the Tropical Cyclone Kirrily, associated rainfall and flooding, 25 January - 26 February 2024 & Southern Summer Rainfall and Flooding 9 December 2024 to 14 January 2025, at the discretion of the Chief Executive Officer.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>		
Council 16/07/2025	Award SBRCQ-24/25-87 DRFA REPA Zone 4 & 5 Unsealed to Undertake Flood Damage Restoration Works	Meehan, Aaron	<p>RESOLUTION 2025/74</p> <p>Moved: Cr Danita Potter Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. Award contract No. SBRCQ-24/25_87 DRFA REPA Zone 4 & 5 Unsealed to Yesberg Earthmoving Unit Trust, subject to submission approval, to the value of \$1,560,890.21 excluding GST. 2. That Yesberg Earthmoving Unit Trust be awarded additional scope to undertake flood repair work within Zone 4 & 5 unsealed road network, related to damage sustained in the Tropical Cyclone Kirrily, associated rainfall and flooding, 25 January - 26 February 2024 & Southern Summer Rainfall and Flooding 9 December 2024 to 14 January 2025, at the discretion of the CEO. 3. A 3 monthly update report be brought back to council. 	<p>30 Jul 2025 1:41pm Champney, Kristy In progress of awarding.</p>	

			<p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: center;">CARRIED 7/0</p>		
Council 18/06/2025	Art Work - Bus Service/Transport Companies	Anderson, Kerri	<p>RESOLUTION 2025/506</p> <p>Moved: Cr Heath Sander Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council investigate to seek permission and financial implications of putting artwork on the bus service to Brisbane and/or transport companies to promote South Burnett.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: center;">CARRIED 7/0</p>	<p>29 Sep 2025 11:33am Kruger, Wendy - Reallocation Action reassigned to Bennett, Georgia by Kruger, Wendy - For Action.</p> <p>01 Oct 2025 12:49pm Bennett, Georgia Tourism and Culture Officer will investigate the possibility of art on bus / transport</p> <p>07 Oct 2025 1:20pm Bennett, Georgia Georgia has started looking into how the 'artwork work on Brisbane bus services' project may come together. First step is reaching out to other councils who have done this. What issues and costs did they encounter.</p>	
Council 18/06/2025	Extension to Infrastructure Charges & Planning Incentives	Anderson, Kerri	<p>RESOLUTION 2025/520</p> <p>Moved: Cr Ros Heit Seconded: Cr Deb Dennien</p> <p>That South Burnett Regional Council:</p> <p>1. approve the extension to the Developer Incentive Scheme (DIS) for 2 years to 31 December 2027. The proposed 2 year extension provides a reasonable amount of time for developers to move through the planning application process, and progress to a stage where a development can be implemented in time to take advantage of the reduction in charges available.</p>		

<p>2. approve the release of the forms and guidelines to support and promote the Development Incentive Scheme (DIS), as presented:</p> <ul style="list-style-type: none"> • Fact Sheet – Development Incentives; • Application Form; ○ Appendix A: Rules and Procedures; and ○ Appendix B: Definitions. <p>3. Council delegate to the Chief Executive Officer (CEO) the power, under the <i>Planning Act 2016</i> (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount per Council policy under the Developer Incentive Scheme (DIS).</p> <p>4. Council review the incentive scheme in June 2026 to create a rolling process.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>			
Council 18/06/2025	Customer Phone-Calls, After-Hours Calls and Lone-Worker Monitoring	Anderson, Kerri	<p>RESOLUTION 2025/543</p> <p>Moved: Cr Linda Little Seconded: Cr Heath Sander</p> <p>That South Burnett Regional Council accept the preferred quote received by Oracle for the provision of after-hours call services and lone-worker monitoring services.</p>
			<p>25 Jun 2025 9:08am Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For Action & Completion.</p> <p>07 Oct 2025 12:29pm Bayntun, Rebecca Contract sent to provider for finalisation and program to transfer over services.</p>

			<p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
Council 18/06/2025	Lease - Wondai & District Men's Shed Inc	Anderson, Kerri	<p>RESOLUTION 2025/492</p> <p>Moved: Cr Ros Heit Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council:</p> <p>1. In accordance with <i>section 236(1)(b)(ii)</i> of the <i>Local Government Regulation 2012</i> applies to the disposal of a valuable non-current asset by way of entering a lease on a portion of Sunstrup Park Lot 172 on FY713 to the Wondai & District Men's Shed Inc. for a term of 10 years.</p> <p>2. Pursuant to <i>section 257(1)(b)</i> of the <i>Local Government Act 2009</i>, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the lease with the Wondai & District Men's Shed Inc. on terms and conditions considered satisfactory to Council.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>

25 Jun 2025 9:09am Kruger, Wendy - Reallocation
Action reassigned to Bayntun, Rebecca by Kruger, Wendy - For Action & Completion.

Council 21/05/2025	Deputation - Deborah Ross	Meehan, Aaron	Deborah Ross's deputation was presented and resolved to present a future report to Council on the issues raised at the Murgon free Camp.	<p>11 Jun 2025 4:34pm Petersen, Leanne Council Officers have commenced investigations into the Murgon free camp water and electricity access and utilisation, camping and visitation terms, storage of cars and parking at site.</p> <p>02 Jul 2025 9:54am Petersen, Leanne Council Officers inspecting site daily. Reporting of illegal dealings to Policelink. Council Rest Area/Free Camp working group meet to review signage and prepare new signage for Council consideration. Information will be presented August Workshop.</p> <p>08 Aug 2025 9:37am Champney, Kristy New signs have been drafted and will be presented at Council Workshop</p> <p>05 Sep 2025 9:32am Kemp, Fiona Workshops have been held to work on designs for signs to be used in free camps</p>
Council 21/05/2025	SBRC 2425_20 Green Waste Processing at Waste Facility Sites	Meehan, Aaron	<p>RESOLUTION 2025/482</p> <p>Moved: Cr Danita Potter Seconded: Cr Linda Little</p> <p>That South Burnett Regional Council establish a three (3) year contract for Green Waste Processing with Queensland Mulching.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>	<p>08 Aug 2025 9:38am Champney, Kristy Contract to be finalised in August</p> <p>08 Oct 2025 3:05pm Champney, Kristy Contract has been finalised and QLD Mulching are expected to commence work mid October 2025.</p>
Council 16/04/2025	Notice of Motion - Investigation of Financial Implications	Anderson, Kerri	<p>RESOLUTION 2025/410</p> <p>Moved: Cr Heath Sander Seconded: Cr Jane Erkens</p> <p>That the South Burnett Regional Council investigates the financial implications with a</p>	<p>29 Apr 2025 3:08pm Kruger, Wendy - Reallocation Action reassigned to Anderson, Kerri by Kruger, Wendy - For Action & Completion.</p>

			<p>commonsense approach to reposition and to reinstate:</p> <ol style="list-style-type: none"> 1. A grader, water truck and roller 2. A tractor and slasher unit (with a bucket) 3. A front-end loader 4. 2 x 8m³ tip trucks <p>to the Proston Works Depot bolstering the already water and parks and garden crew to reinstate it as a fully functioning works depot in the Proston, Boondooma, Hivesville, Ballogie, Durong and Stalworth areas.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander</p> <p><u>Against:</u> Cr Ros Heit</p> <p style="text-align: right;">CARRIED 6/1</p>		
Council 16/04/2025	Notice of Motion - Investigations	Meehan, Aaron	<p>RESOLUTION 2025/409</p> <p>Moved: Cr Heath Sander Seconded: Cr Jane Erkens</p> <p>That the following items be investigated and be considered in the budget and organisational review where applicable:</p> <ol style="list-style-type: none"> 1. Undertake a guidepost and sign replacement and maintenance program across the region for the 2025/2026 financial year; 2. Investigate to purchase a woodchipper of suitable size to carry out the removal of tree waste as part of the fleet budget; 3. Identify which department is responsible for the regular maintenance of urban storm water pits throughout the region and undertake a regular cleaning regime of access grates to prevent 	<p>15 May 2025 10:55am Champney, Kristy To be discussed in May/June Budget rounds and actioned through organisational review implementation where appropriate.</p>	

			<p>excess flooding potential from any debris that may affect flow; and</p> <p>4. Consideration for Council staff to mow and maintain the Murgon, Wondai, Tingoorra, Kingaroy, Nanango and Blackbutt Cemeteries and the large park areas in Tingoorra and Memerambi referring back to previous schedules prior to engaging contractors.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander</p> <p><u>Against:</u> Cr Ros Heit</p> <p style="text-align: right;">CARRIED 6/1</p>		
Council 16/04/2025	Notice of Motion - Investigation of Financial Implications	Meehan, Aaron	<p>RESOLUTION 2025/410</p> <p>Moved: Cr Heath Sander Seconded: Cr Jane Erkens</p> <p>That the South Burnett Regional Council investigates the financial implications with a commonsense approach to reposition and to reinstate:</p> <ol style="list-style-type: none"> 1. A grader, water truck and roller 2. A tractor and slasher unit (with a bucket) 3. A front-end loader 4. 2 x 8m³ tip trucks <p>to the Proston Works Depot bolstering the already water and parks and garden crew to reinstate it as a fully functioning works depot in the Proston, Boondooma, Hivesville, Ballogie, Durong and Stalworth areas.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander</p>	<p>15 May 2025 10:56am Champney, Kristy To be discussed in May/June Budget rounds and actioned through organisational review implementation where appropriate.</p>	

			<u>Against:</u> Cr Ros Heit	CARRIED 6/1
Council 19/03/2025	Development of Tree Management, Maintenance and Planting Policy	Meehan, Aaron	RESOLUTION 2025/393 Moved: Cr Ros Heit Seconded: Cr Heath Sander That South Burnett Regional Council develop a council controlled tree management, maintenance and planting policy. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	04 Apr 2025 8:07am Kemp, Fiona A plan is being worked on by the Parks and NRM Coordinator 04 Apr 2025 11:15am Petersen, Leanne Commenced research on tree maintenance policy and will include in the 25/26 Operational Plan.
				CARRIED 7/0
Council 19/03/2025	Road Maintenance and Construction Works - Quality Assurance	Meehan, Aaron	RESOLUTION 2025/399 Moved: Cr Heath Sander Seconded: Cr Linda Little That South Burnett Regional Council monitor quality assurance and materials used on all road maintenance and construction works. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	03 Apr 2025 8:06pm Champney, Kristy A review of forms and processes for road construction and maintenance is proposed for the 25/26 operational plan. 08 Aug 2025 9:33am Champney, Kristy Quality Management System audit has commenced
				CARRIED 7/0
Council 19/02/2025	Hobbyist Breeders and Exhibitors for both Cats and Dogs	Anderson, Kerri	RESOLUTION 2025/342 Moved: Cr Danita Potter Seconded: Cr Jane Erkens That South Burnett Regional Council introduce a temporary administrative measure, whereby Council issue a formal interim permit authorising	25 Feb 2025 1:59pm Kruger, Wendy - Reallocation Action reassigned to Hodson, Lara by Kruger, Wendy - For Action and Completion. 25 Mar 2025 11:50am Kruger, Wendy - Reallocation

			<p>hobbyist breeders and exhibitors to register a specified number of animals, exceeding current local law limits, while these regulations are under review. This authorisation would be contingent upon the owner providing prerequisite information prior to any such Council endorsement.</p> <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p>	<p>Action reassigned to Mikelat, Alf by Kruger, Wendy - For Action and Completion.</p> <p>25 Mar 2025 3:57pm Mikelat, Alf 19th March 2025 1:41pm First draft, 1x Application to keep excess animals , 1x Approval to keep excess animals, 1x Approval Certificate, 1x Breeder registration Fact sheet, 1x Animal registration fact sheet, Draft procedure path to 1 format then 2 Manager then 3 Governance</p>
			CARRIED 7/0	
Council 18/12/2024	Lease - Barambah Beekeepers Association Inc.	Anderson, Kerri	<p>RESOLUTION 2024/264</p> <p>Moved: Cr Jane Erkens Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council:</p> <ol style="list-style-type: none"> 1. In accordance with s.236(1)(b)(ii) of the <i>Local Government Regulation 2012</i>, dispose of a valuable non-current asset by way of entering into a lease for part of Lot 14 on CP883708 to the Barambah Beekeepers Association Inc. for a term of 10 years. 2. Pursuant to section 257(1)(b) of the <i>Local Government Act 2009</i>, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute a lease with the Barambah Beekeepers Association Inc. 3. Formalise the easement to allow access. <p><u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit</p> <p><u>Against:</u> Nil</p>	<p>20 Jan 2025 11:47am Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - To Action and Finalise</p> <p>12 Mar 2025 3:17pm Kruger, Wendy Letter sent dated 20 February 2025 advising outcome of Council meeting - ECM ID 3276291.</p> <p>10 Apr 2025 2:27pm Bayntun, Rebecca Lease drafted to be sent for review.</p> <p>07 Jul 2025 2:33pm Bayntun, Rebecca On-site meeting scheduled for 14 July with Cr to discuss site.</p>

CARRIED 7/0				
Council 18/12/2024	Licence to Occupy - Nanango Golf Club Inc.	Anderson, Kerri	RESOLUTION 2024/265 Moved: Cr Jane Erkens Seconded: Cr Ros Heit That the matter lay on the table. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	20 Jan 2025 11:47am Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - To Note for next meeting. 13 Mar 2025 2:59pm Bayntun, Rebecca Golf Club advised of meeting outcome. Next step to determine best option for securing tenure for access to the golf club across the lot.
CARRIED 7/0				
Council 21/08/2024	Sublease - Barambah Dragons Inc	Anderson, Kerri	RESOLUTION 2024/110 Moved: Cr Heath Sander Seconded: Cr Danita Potter That South Burnett Regional Council: 1. In accordance with <i>section 236(1)(b)(ii)</i> of the <i>Local Government Regulation 2012</i> applies to the disposal of a valuable non-current asset by way of entering a sublease for part of Lot 15 on SP104355 to the Barambah Dragons Inc. for a term of 10 years pending approval from the Minister administering the <i>Land Act 1994</i> . 2. Pursuant to <i>section 257(1)(b)</i> of the <i>Local Government Act 2009</i> , South Burnett Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the sublease with the Barambah Dragons Inc. on terms and conditions considered satisfactory to Council and in alignment with the <i>Land Act 1994</i> and the prescribed terms with the <i>Land Regulation 2020</i> . <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Heath Sander	27 Aug 2024 2:58pm Donohue, Kimberley - Reallocation Action reassigned to Jackson, Cathy by Donohue, Kimberley 17 Oct 2024 4:04pm Jackson, Cathy The Department of Resources advised that an additional purpose of Recreation was to be added to the Term Lease before the Minister would be approve any sublease. Council has accepted the terms of the additional purpose and the new conditions have been added to the Term Lease. A surveyor has been engaged to prepare a survey lease plan, once received Council will submit an application for approval of the sublease. 12 Dec 2024 10:58am Kruger, Wendy - Reallocation Action reassigned to Bayntun, Rebecca by Kruger, Wendy - Cathy Jackson no longer employed by Council and all tasks reallocated to Rebecca Bayntun. 12 Mar 2025 11:48am Bayntun, Rebecca Survey Plan received and draft lease to be provided to the club. 12 Jun 2025 4:28pm Bayntun, Rebecca

			<u>Against:</u> Nil	CARRIED 6/0	Met with Dept Resources and application must be made for sublease which has started. 28 Jul 2025 11:26am Bayntun, Rebecca Notification received from Dept Resources advising high priority application to deal with this matter and will be attended to in 3-6 months.
Council 24/04/2024	Council Resolution to Commence Review of the Local Government Infrastructure Plan (LGIP)	Anderson, Kerri	RESOLUTION 2024/347 Moved: Cr Danita Potter Seconded: Cr Deb Dennien That this report be received and that South Burnett Regional Council: 1. Resolve to commence a review of the Local Government Infrastructure Plan (LGIP) in accordance with Chapter 5, Part 5 of the Minister's Guidelines and Rules (MGR), as required by Section 25(3) of the Planning Act 2016. 2. Consider the necessary budget allocation to undertake the LGIP review process in the 2024/25 financial year budget deliberations. <u>In Favour:</u> Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit <u>Against:</u> Nil	CARRIED 7/0	07 May 2024 1:51pm King, Denise - Reallocation Action reassigned to Jensen, Leo by King, Denise - For report 10 May 2024 4:02pm Donohue, Kimberley - Reallocation Action reassigned to Crick, Justin by Donohue, Kimberley - As per LJ. 13 May 2024 10:02am Crick, Justin The internal LGIP review will commence before the end of May. Appointment of the reviewer will happen concurrently. 12 Dec 2024 4:13pm Crick, Justin Council has previously resolved to prepare an amendment to the Local Government Infrastructure Plan (LGIP). The Offer documents have been prepared for the LGIP review, and are ready to be sent to potential suitable suppliers. It is expected that Offers will be invited in Jan/Feb once the suitable companies return from the Xmas break. 12 Feb 2025 3:28pm Crick, Justin New Manager (Simon) is reviewing the scope of the offer docs that have been prepared. Targeted suppliers will be invited to tender through the LocalBuy platform. The procurement process has been discussed with Strategic Procurement Officer (Louise), who will assist in putting the current offer docs in the format required by LocalBuy., Targeting offer docs being out in March. 11 Mar 2025 10:22am Crick, Justin No further update from last month. Offer doc review is being done tomorrow (12/3/2025).

			<p>25 Mar 2025 11:11am Kruger, Wendy - Reallocation Action reassigned to Chowdhury, Sayeid by Kruger, Wendy - Reallocation to Sayeid following Justin's contract finalisation.</p> <p>09 Apr 2025 3:52pm Kruger, Wendy - Reallocation Action reassigned to Hursthouse, David by Kruger, Wendy - To provide update and completion when finalised.</p> <p>30 May 2025 9:17am Donohue, Kimberley - Reallocation Action reassigned to Ginn, Simon by Donohue, Kimberley - Retasking to Simon as per David H advice. KD</p>
Council 22/02/2023	Rural Residential Blocks	Anderson, Kerri	<p>RESOLUTION 2023/401</p> <p>Moved: Cr Kathy Duff Seconded: Cr Danita Potter</p> <p>That South Burnett Regional Council review the Overgrown Property Policy – Statutory062 to consider the designated town area maps and the adjoining rural residential allotments one (1) hectare or less that may not have been captured in the policy as part of the annual review process.</p> <p><u>In Favour:</u> Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED 7/0</p>
			<p>06 Mar 2023 8:36am King, Denise - Reallocation Action reassigned to Petersen, Leanne by King, Denise</p> <p>08 Mar 2023 11:30am Kemp, Fiona - Reallocation Action reassigned to Brooks, Darryl by Kemp, Fiona - Please review and update this meeting action. Thank you</p> <p>23 Jun 2023 9:30am O'May, Peter Item to be included for consideration as part of the review of Council's Local Laws during 2023/24 financial year. , OPL/38 Review Council's Local Laws to ensure relevance to the region and understanding by Council and the community</p> <p>11 Aug 2023 9:04am Brooks, Darryl Mead Perry have been appointed to conduct local law review - this will be reviewed as part of this project</p> <p>26 Aug 2024 2:37pm Paterson, Lynelle - Reallocation Action reassigned to Bastow, Scott by Paterson, Lynelle - Darryl Brooks no longer works here</p> <p>30 Jan 2025 9:31am Paterson, Lynelle - Reallocation</p>

	Action reassigned to Donohue, Kimberley by Paterson, Lynelle - Scott Bastow no longer employed at SBRC
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11 EXECUTIVE SERVICES

11.1 ADOPTION OF COUNCIL'S ANNUAL REPORT 2024/2025

File Number: 15-10-2025

Author: Executive Assistant

Authoriser: Chief Executive Officer

PRECIS

Adoption of Council's Annual Report 2024/2025

SUMMARY

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

The Annual Report 2024/2025 is Council's report card to our community and stakeholders on our performance, achievements, and planned outcomes. It reveals Council's strategic and financial positions, and it details Council's performance in meeting the strategic priorities outlined in Council's Corporate Plan.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council adopt the South Burnett Regional Council 2024/2025 Annual Report for the period 1 July 2024 to 30 June 2025.

FINANCIAL AND RESOURCE IMPLICATIONS

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

The Annual Report provides detailed information on financial performance.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report which have been identified.

REPORT

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

The Annual Report 2024/2025 is Council's report card to our community and stakeholders on our performance, achievements, and planned outcomes. It reveals Council's strategic and financial positions, and it details Council's performance in meeting the strategic priorities outlined in Council's Corporate Plan.

ATTACHMENTS

Nil

11.2 CHRISTMAS CLOSEDOWN AND STAFF END OF YEAR CELEBRATION 2025**File Number:** 15-10-2025**Author:** Manager People & Culture**Authoriser:** Chief Executive Officer**PRECIS**

Christmas closedown and Staff End of Year Celebration for 2025

SUMMARY

Discussion regarding proposed Christmas closedown for 2025.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. will generally be closed from 3pm Wednesday, 24 December 2025 and re-open on Monday, 5 January 2026 with on-call and emergency staff to be rostered on over this period.
2. shut outdoor Council services (Field staff) from Friday, 19 December 2025 and begin operations on Monday 5th January 2026.
3. key skeleton staff are rostered on to undertake On-call and emergency work where required during the Christmas Closedown period until Friday, 2 January 2026.
4. Parks staff and one (1) Tourism staff member will be required to work as advised through the Christmas period except for Public Holidays.
5. Council will advise employees to use leave accrued leave entitlements (e.g. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.
6. The operating hours for the region's Visitor Information Centres over the Christmas / New Year period are outlined below: - (at least one (1) staff member is required to work during this period in case the volunteers need help)

Kingaroy Visitor Information Centre (Accredited)	Hours: Mon-Fri 9:00am to 4:00pm Sat-Sun 9:00am to 1:00pm Closed - Christmas Day, Boxing Day, New Year's Day
Murgon Visitor Information Centre (Unaccredited)	Hours: Mon-Fri 9:00am to 2:00pm Sat 9:00 to 12:00 Sun Closed Closed - Christmas Day, Boxing Day, New Year's Day
Nanango Visitor Information Centre (Accredited)	Hours: Mon-Fri 9:00am to 4:00pm Sat 9:00am to 1:00pm Sun Closed Closed - Christmas Day, Boxing Day, New Year's Day
Wondai Visitor Information Centre (Accredited)	Hours: Mon-Fri 9:00am to 4:00pm Sat - Sun 9:00am to 1:00pm Closed - Christmas Day, Boxing Day, New Year's Day

FINANCIAL AND RESOURCE IMPLICATIONS

Shut down is incorporated into current practices. Budget implications are under review for the end of year card and voucher or equivalent.

LINK TO CORPORATE/OPERATIONAL PLAN

Organisation Excellence – An organisation that is characterised by effective leadership, responsible management, good governance, and quality service delivery.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council advertises a change of opening times in newspaper, online, radio and Council's website

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

A review has been conducted into the end of year celebration and has been held each year to celebrate and recognise the diligent work of staff allowing for a social get together and a time to network with peers.

An "End of Year Celebration" survey was conducted in July 2025 with 109 employees providing feedback on what makes such an event meaningful to them. Key insights have been delivered to the ELT, SLT and has been reviewed by Mayor and Councillors through two workshops for direction of format or recognition.

This survey has informed council's decision-making process and to continue to conduct an activity that is inclusive of the diverse nature of the staff, it is being considered to thank all staff with a local shopping voucher and/or card. This activity will be considered for the 2025 calendar year with the staff recognition initiative.

CHRISTMAS SHUTDOWN

It is proposed to shut outdoor Council services (Field staff) from Friday, 19 December 2025 and begin operations on Monday 5 January 2026.

It is also proposed to close other Council branches over the Christmas period from 3:00pm Wednesday, 24 December 2025 and re-open on Monday, 5 January 2026 with on-call and emergency staff to be rostered on over this period.

Outdoor staff (apart from Parks) will operate on skeleton staffing arrangements until Friday, 2 January 2026.

Parks staff will be required to work during this period except for Public Holidays.

The operating hours for the region's Visitor Information Centres over the Christmas / New Year period are outlined below: - (at least one (1) staff member is required to work during this period in case the volunteers need help)

Kingaroy Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:00pm Sat-Sun 9:00am to 1:00pm Closed - Christmas Day, Boxing Day, New Year's Day
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Murgon Visitor Information Centre <i>(Unaccredited)</i>	Hours: Mon-Fri 9:00am to 2:00pm Sat 9:00 to 12:00 Sun Closed Closed - Christmas Day, Boxing Day, New Year's Day
Nanango Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:00pm Sat 9:00am to 1:00pm Sun Closed Closed - Christmas Day, Boxing Day, New Year's Day
Wondai Visitor Information Centre <i>(Accredited)</i>	Hours: Mon-Fri 9:00am to 4:00pm Sat - Sun 9:00am to 1:00pm Closed - Christmas Day, Boxing Day, New Year's Day

ATTACHMENTS

Nil

11.3 APPLICATION TO REGIONAL TOURISM INFRASTRUCTURE FUND: ROUND 1**File Number:** 15-10-2025**Author:** Manager Commercial Enterprises & Waste**Authoriser:** Chief Executive Officer**PRECIS**

Council's South Burnett Tourist Parks are eligible to apply for Round 1 of the Tourism Infrastructure Fund to complement the current capital works program.

SUMMARY

The Regional Tourism Infrastructure Round 1 is currently open for submission, Council's current allocated Capital Works for a recreation space at Boondooma Dam is an eligible project.

OFFICER'S RECOMMENDATION

That South Burnett Council submit an application for funding to the Regional Tourism Infrastructure Fund Round 1.

FINANCIAL AND RESOURCE IMPLICATIONS

Council has allocated a budget of \$350,000 to complete the recreation area and camp kitchen at Boondooma Dam. The grant requires 1:1 contribution and therefore the maximum grant application for the project will be \$350,000. If successful, the total project funding will be \$700,000.

LINK TO CORPORATE/OPERATIONAL PLAN

GR7: Provide and investigate options to improve our dams as a tourist attraction as an important community asset.

OPE/12 Promotion and operation of Council owned tourist facilities at Boondooma and Bjelke-Petersen Dams.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council has engaged Blackwood Architecture & Design to complete the design of the recreational areas. An initial meeting on site was held on 7 October 2025 to discuss options and inclusions to maximise the outcome of the project with the most efficient use of the allocated CAPEX funding and possible increase in budget if successful with the grant. The grant application will be reviewed by Council's Grant Officer prior to submission.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

NIL

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

NIL

ASSET MANAGEMENT IMPLICATIONS

The inclusion of the recreational space will enhance the visitor experience at Boondooma Dam. It is expected that this asset improvement will support return visitors and encourage visitors to stay longer and therefore increase their per night spend. Additionally, the recreation space will encourage diverse demographics of visitors from senior travellers to families on school holidays.

Key items for inclusion will be:

- Camp kitchen near the new caravan ensuite site (Bunkhouse site)
- Active/risk playground located near current playground
- A multipurpose court to accommodate basketball, pickle ball, tennis handball as well as other event such as school holiday events, workshops and outdoor movies.

REPORT

Regional Tourism Infrastructure Fund: Round 1

Key dates

Applications open: 1 October 2025

Applications close: 12 November 2025

Funding decision: February 2026

Eligible applicants: include Local Governments

Preference will be given to tourism businesses with Sustainable Tourism accreditation (to which Council holds)

To be eligible for funding consideration, a project must:

- Demonstrate strong economic outcomes for the region.
- Have in-principal support from local government and Traditional Owners (if required).
- Have the relevant permits, approvals, and detailed designs in place or be substantially advanced in achieving the approval necessary to commence the project.
- Be ready to commence construction within six (6) months of funding approval.

Priority will be given to projects that reach practical completion by 31 March 2028, however projects with a completion date after this date are still encouraged to apply.

Funding can be used for costs directly associated with the delivery of the approved project. These include:

- Construction and development of new tourism-related infrastructure or experiences.
- Enhancement, refresh or expansion of existing tourism infrastructure.
- Costs related to materials, labour, and equipment directly tied to the project.
- Infrastructure that improves accessibility for visitors, such as pathways, ramps, or signage.
- Costs for permanent fixtures and fittings that are integral to the project.
- Production of final 'for construction' designs or equivalent.

Assessment considerations:

Criteria 1: Alignment with government priorities (40%)

Criteria 2: Economic Benefits (30%)

Criteria 3: Drive demand, tourism growth and deliverability (30%)

Council has previously investigated the Tourism Icons Investment fund however on consultation with the grant funder, it was advised that the minimum grant application was \$1M with a 1:1 co-contribution and that the use of Works for Queensland funding was not an acceptable co-contribution amount (as it is also Queensland State Government funding).

Therefore, an expression of interest was not submitted.

ATTACHMENTS

1. **Tourism Infrastrucutre Grant guidelines** [↓](#) 

DELIVERING
FOR QUEENSLAND



Regional Tourism Infrastructure Fund: Round 1 Program Guidelines

September 2025



Prepared by: Grant Programs, Tourism Division, Department of the Environment, Tourism, Science and Innovation.

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The Department of the Environment, Tourism, Science and Innovation acknowledges Aboriginal and Torres Strait Islander peoples as the Traditional Owners and custodians of the land. We recognise their connection to land, sea and community, and pay our respects to Elders past and present.

The department is committed to respecting, protecting and promoting human rights, and our obligations under the Human Rights Act 2019.

September 2025

Disclaimer

This document has been prepared with all due diligence and care, based on the best available information at the time of publication. The department holds no responsibility for any errors or omissions within this document.

Any decisions made by other parties based on this document are solely the responsibility of those parties. Information contained in this document is from a number of sources and, as such, does not necessarily represent government or departmental policy.

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1.0 Program overview

Queensland has an incredible variety of tourism products, and the Queensland Government has a bold vision to boost product development, including supporting the rollout of iconic new tourism attractions. There is an opportunity for the industry to revive and rejuvenate existing brands and accommodation assets to not only refresh the experience for visitors but also increase long term benefit through increased capacity in existing developments.

In the lead up to the 2032 Olympic and Paralympic Games, the Queensland Government is delivering the Regional Tourism Infrastructure Fund (RTIF) aimed at developing new and enhancing existing tourism infrastructure and experiences across regional Queensland.

To complement the broader Tourism Icons Investment Fund under the [Destination 2045 Plan](#), the RTIF seeks to address critical gaps in tourism infrastructure, strengthen Queensland's tourism offerings and appeal, and deliver long-term economic benefits to regional communities.

By supporting innovative and sustainable tourism projects, the program aims to position Queensland as a premier travel destination, stimulate economic activity, and create jobs both during project construction and through ongoing operations.

The RTIF is designed to create new or enhanced tourism related infrastructure and experiences, increase visitor expenditure and numbers, encourage longer stays, and improve the dispersal of visitors across Queensland's regions. It aligns with the [Destination 2045 Plan](#) by fostering the development of tourism infrastructure that enhances visitor experiences, increases regional tourism capacity, and drives sustainable economic growth. Through this initiative, the Queensland Government is ensuring the state remains competitive and attractive to both domestic and international visitors – lifting Queensland's profile nationally and internationally - while delivering long-term economic value and supporting the growth of regional communities.

The Department of the Environment, Tourism, Science and Innovation is committed to releasing annual \$5 million rounds of funding for 4 years.

The Regional Tourism Infrastructure Fund (RTIF) will support a variety of projects aimed at strengthening Queensland's regional tourism offerings. Project examples:

- Support for new tourism attractions and experiences, which highlight the iconic wonders of Queensland and celebrate Queensland's Indigenous heritage.
- Upgrades to existing facilities to attract and improve visitor experiences.
- Developments like eco-lodges, glamping sites and sustainability enhancements.
- Ecotourism or culinary experiences that connect visitors with Queensland's agricultural landscapes, practices, and produce.
- Experiences that showcase Queensland's spectacular night sky.

2.0 Available funding

The RTIF offers funding of up to \$300,000 (ex GST) per project. Funding is available for eligible projects that strongly align with the program's objectives to drive tourism growth, promote economic development, and enhance Queensland's global competitiveness.

Applications over \$300,000 (ex GST) may be considered at the discretion of the assessment panel.

RTIF funding cannot be used for a project that has commenced. However, RTIF funding is able to be used for different and distinct elements or stages of the project.

Additionally, the applicant must be the legal owner of any assets purchased or created using the funding. All applications will undergo a competitive assessment process based on the criteria outlined in these guidelines.

Co-contribution is not required, however project costs over and above the grant awarded are to be met by the applicant.

2.1 Funding priorities

Projects will be prioritised if they:

- Create new, or enhance existing, tourism infrastructure to attract more visitors and improve regional tourism outcomes.
- Improve accessibility to tourism experiences, ensuring inclusivity for all visitors.
- Align with regional tourism Destination Management Plans or local government strategic plans.
- Promote eco-tourism and sustainable practices, minimising environmental impact.
- Demonstrate clear pathways to financial independence and long-term viability, reducing reliance on public funding.
- Increase visitation and visitor expenditure.

2.2 Key dates*

- **Program announcement:** Wednesday 10 September 2025
- **Applications open:** Wednesday 1 October 2025
- **Applications close:** Wednesday 12 November 2025
- **Funding Decision Announcement:** February 2026
- *Dates may be subject to change as required by the Department. Changes to these dates can be found here www.detsi.qld.gov.au/tourism/funding-grants/regional-tourism-infrastructure-fund.

3.0 Eligibility

3.1 Applicant eligibility

To be eligible for funding, applicants must:

- be an established tourism operator in Queensland (more than 12 months), **or**
- be a new operator, or an operator from another Australian jurisdiction, who can demonstrate active establishment of tourism operations in Queensland with significant tourism benefits to Queensland, **and**
- hold a valid Australian Business Number (ABN), **and**
- be registered for GST.

Eligible applicants include:

- Local Government Authorities.
- Tourism operators and businesses.
- Not-for-profit organisations.

Preference will be given to tourism businesses with Sustainable Tourism accreditation, or equivalent, reflecting their commitment to environmental, community, and economic sustainability, alongside high standards of safety and customer satisfaction.

Applicants must be located outside of South-East Queensland and operate within one of the eligible Local Government Areas (LGAs). These are:

Aurukun Shire Council	Douglas Shire Council	Napranum Aboriginal Shire Council
Balonne Shire Council	Etheridge Shire Council	North Burnett Regional Council
Banana Shire Council	Flinders Shire Council	Northern Peninsula Area Regional Council
Barcaldine Regional Council	Fraser Coast Regional Council	Palm Island Aboriginal Shire Council
Barcoo Shire Council	Gladstone Regional Council	Paroo Shire Council
Blackall-Tambo Regional Council	Goondiwindi Regional Council	Pormpuraaw Aboriginal Shire Council
Boulia Shire Council	Gympie Regional Council	Quilpie Shire Council
Bulloo Shire Council	Hinchinbrook Shire Council	Richmond Shire Council
Bundaberg Regional Council	Hope Vale Aboriginal Shire Council	Rockhampton Regional Council
Burdekin Shire Council	Isaac Regional Council	South Burnett Regional Council
Burke Shire Council	Kowanyama Aboriginal Shire Council	Southern Downs Regional Council
Cairns Regional Council	Livingstone Shire Council	Tablelands Regional Council
Carpentaria Shire Council	Lockhart River Aboriginal Shire Council	Toowoomba Regional Council
Cassowary Coast Regional Council	Longreach Regional Council	Torres Shire Council
Central Highlands Regional Council	Mackay Regional Council	Torres Strait Island Regional Council
Charters Towers Regional Council	Mapoon Aboriginal Shire Council	Townsville City Council
Cherbourg Aboriginal Shire Council	Maranoa Regional Council	Weipa Town
Cloncurry Shire Council	Mareeba Shire Council	Western Downs Regional Council
Cook Shire Council	McKinlay Shire Council	Whitsunday Regional Council
Croydon Shire Council	Mornington Shire Council	Winton Shire Council
Diamantina Shire Council	Mount Isa City Council	Woorabinda Aboriginal Shire Council
Doomadgee Aboriginal Shire Council	Murweh Shire Council	Wujal Wujal Aboriginal Shire Council
		Yarrabah Aboriginal Shire Council

3.2 Project eligibility

Eligible projects must align with initiatives included in the Queensland Government's [Destination 2045 Plan](#) and/or relevant Regional Tourism Organisation's Destination Management Plans. These projects should aim to develop new or enhance existing tourism infrastructure and experiences in regional Queensland.

To be eligible for funding consideration, a project must:

- Demonstrate strong economic outcomes for the region.
- Have in-principle support from local government and Traditional Owners (if required).
- Have the relevant permits, approvals, and detailed designs in place or be substantially advanced in achieving the approval necessary to commence the project.
- Be ready to commence construction within six (6) months of funding approval.

Priority will be given to projects that reach practical completion by 31 March 2028, however projects with a completion date after this date are still encouraged to apply.

Priority will also be given to applications with established tenure arrangements and owner consent.

3.3 Eligible and ineligible project costs

Eligible costs

Funding can be used for costs directly associated with the delivery of the approved project. These include:

- Construction and development of new tourism-related infrastructure or experiences.
- Enhancement, refresh or expansion of existing tourism infrastructure.
- Costs related to materials, labour, and equipment directly tied to the project.
- Infrastructure that improves accessibility for visitors, such as pathways, ramps, or signage.
- Costs for permanent fixtures and fittings that are integral to the project.
- Production of final 'for construction' designs or equivalent.

Ineligible costs

The following costs are not eligible for funding under the RTIF:

- Maintenance or repair of existing infrastructure.
- Projects or activities that have commenced or been completed prior to funding approval.
- Preparatory work, such as planning, feasibility studies, conceptual designs, or obtaining regulatory approvals.
- Marketing, advertising, or promotional activities, including website development.
- Engagement or hiring of permanent or temporary employees, including wages for existing staff.
- Purchase or lease of real estate, including the land on which the project is located.
- Costs related to the delivery of events, such as festivals or community activities.
- Temporary or soft infrastructure, such as furniture, décor, linen, or removable fixtures.
- Equipment hire, vehicle leasing, or purchases not directly associated with project construction.
- Environmental offset costs or compliance processes.
- General business administration, legal, or operational costs.

Note: This list is not exhaustive, and other costs may be deemed ineligible if they do not align with the program's objectives.

Goods and Services Tax (GST):

- Applicants registered for GST will not be provided with funding to account for costs directly associated with GST and are required to provide the GST exclusive amount in their budget. Recipients registered for GST can claim the GST component for any expenditure that they incur back from the ATO.
- For advice on GST, please seek assistance from the [Australian Tax Office](#).

4.0 Application and assessment process

The RTIF application process is a single-stage process. Applicants are required to submit a complete application upfront, which will then undergo assessment and decision-making.

Applications must be submitted online through the RTIF portal during the application period
<https://ditidtourism.smartygrants.com.au/>.

Applicants must provide:

- Responses to all below Evaluation Criteria (Section 5 below).
- A detailed project plan, including objectives, timelines, and expected outcomes.

The number of grants awarded will depend on the number and quality of applications received.

4.1 Assessment Panel Consideration and Decision

Projects will be assessed by an Assessment Panel chaired by DETSI, against the eligibility criteria, due diligence and economic assessment, and alignment with the Government's strategic objectives.

The Assessment Panel will have regard to the balance of risks and costs proposed between the Government and the applicant, in determining whether the project presents an acceptable proposition to the State.

The Panel may seek expert advice from other government agencies, regional tourism organisations or relevant stakeholders during the assessment process.

Consideration will be given to projects that align with Queensland Government objectives, strategies and plans.

The Assessment Panel will consider projects for funding and will make recommendations to the Director-General of DETSI for final funding decision. All proponents will be notified in writing of the decision.

5.0 Evaluation criteria

5.1 Criteria 1: Alignment with government priorities (40%)

The applicant must demonstrate that the proposed project is strategically aligned to government priorities for tourism as set out in the program overview, for example:

- alignment with Queensland Government Strategies and plans (where relevant) particularly *Destination 2045: Delivering Queensland's Tourism Future*
- demonstrates new or enhanced tourism products and experiences
- is technically, commercially, and practically feasible and viable.

5.2 Criteria 2: Economic benefits (30%)

The application must demonstrate the proposed project will:

- create and support jobs in tourism and other sectors; and
- have flow-on benefits for supply chains such as accommodation, retail, hospitality and transport.

5.3 Criteria 3: Drive demand, tourism growth, and deliverability (30%)

The application must demonstrate how the project will drive demand for the proposed infrastructure or experience, contribute to regional tourism and economic growth, and be construction-ready within six months of funding approval and demonstrate a clear timeline for completion.

Applications should outline a clear timeline for completion, provide evidence of planning such as permits, approvals, detailed designs, and a risk management plan, and demonstrate the applicant's capacity to deliver the project on time and within budget.

6.0 Funding agreement

The RTIF terms and conditions will be available on the department's website while the program is open.

Applicants must read, understand and accept these terms and conditions before applying for funding as they will not be negotiable at the time a funding offer is made.

Funding will be provided in instalments linked to project milestones. A final payment will be made upon completion and submission of a final milestone report.

7.0 Reporting requirements

Recipients must provide:

- Regular milestone reports during the project.
- A final acquittal report at the completion of the project.
- A performance evaluation report 12 months post-project completion, detailing outcomes such as visitor expenditure, job creation, and economic impact for the first year of operation.

8.0 Privacy

The Queensland Government collects and collates information from the application form to evaluate applications for the program. Only authorised Queensland Government officers and approved grant assessors have access to this information under the *Financial Accountability Act 2009* for the purpose of assessing the application for funding.

Applicants should note that broad details of successful proposals, agreed outcomes, progress and the level of funding awarded may be published by the Queensland Government.

Some of this information may be used and published to promote funded projects.

Your personal information will not be disclosed to any other third party without your consent, unless required or authorised by law or by the *Information Privacy Act 2009*.

For audit and record-keeping purposes, the Queensland Government is required to retain the applications and other supplied support material.

The provisions of the *Right to Information Act 2009* apply to documents in the possession of the Queensland Government.

9.0 Further information

If you experience technical difficulties creating an account or completing an online form, contact SmartyGrants on (03) 9320 6888.

If you have any questions relating to these guidelines, or if you would like to discuss your application, please contact the Tourism Grant Programs team by email at tourismgrants@detsi.qld.gov.au.

Please note: A Tourism Grant Programs team member can provide you with the best advice based on the information provided. All decisions relating to a grant application will be made based on the information contained in that application.

11.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CEMETERY POLICY - STRATEGIC053**File Number:** 15-Oct-2025**Author:** Coordinator Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Cemetery Policy – Strategic053.

SUMMARY

This policy provides a framework in the management, maintenance and administration of Council owned cemeteries to ensure respectful, consistent and lawful operation for the benefit of the community, families and future generations.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Cemetery Policy – Strategic053 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

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

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2025-2030	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2025-2026	OPE8 - Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets.
	OPE10 - Manage and maintain the legal proceedings/legal advice and corporate registers and maintaining the budget for engagement of legal services and promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Cemetery Policy – Strategic053 has been reviewed by Commercial Enterprises and Projects, Corporate Services, Senior Leadership Team and South Burnett Funeral Directors.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009 (Qld)

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS


No direct asset management implications arise from this report.

REPORT

This policy provides a framework for Council in the management, maintenance and administration of Council owned cemeteries. The policy is applicable to Council representatives and any person or entity conducting activities at a Council controlled cemetery.

Council has sought feedback from Funeral Directors within the region who have supported the introduction of a policy to provide consistencies throughout all cemeteries and have a policy position regarding the lawn cemeteries.

ATTACHMENTS

1. **South Burnett Regional Council - Cemetery Policy - Strategic053** [↓](#) 



POLICY CATEGORY - NUMBER: Strategic053
POLICY OWNER: Commercial Enterprises & Projects

ECM ID: 3347308
ADOPTED: 15 October 2025

Cemetery 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

This policy provides a framework for South Burnett Regional Council ('Council') in the management, maintenance and administration of Council owned cemeteries to ensure respectful, consistent and lawful operation for the benefit of the community, families and future generations.

2. SCOPE

The policy applies to Council representatives and any person or entity conducting activities at a Council controlled cemetery.

3. GENERAL INFORMATION

3.1. Conduct and access

Cemeteries are open to the public during daylight hours, unless otherwise advised. Alcohol, smoking and disruptive behaviour are prohibited on cemetery grounds and Council reserves the right to remove individuals acting inappropriately or causing damage.

3.2. Management of cemeteries

Council will make provisions within cemeteries as considered necessary to support respectful interment and visitation.

These provisions relate to the following:

- sections for religious denominations and classes of burials;
- allocation, size and capacity of burial sites;
- standards of designs and construction for monuments, plinths, gardens and columbarium walls;
- maintenance of the cemetery grounds;
- annual review of cemetery fees;
- exhumation of remains.

3.3. Allocations, size and capacity of sites (of burials)

Standard first interment plots will be minimum 1800mm in depth to accommodate for a second interment.

Blackbutt Cemetery is excluded from double interments due to the unsuitable ground conditions. Only single interments are permitted.

Second interments in existing graves are to be dug to a depth of 1200mm. Triple interments are reserved for Government Assisted Graves only and are dug to 2400mm.

Should a burial take place without a Right of Burial, Council will determine the location of the interment.

3.4. Standards for monuments and structures

While Council takes all reasonable care during maintenance operations, any damage or need for replacement of plaques or monuments is the responsibility of the Burial Rights holder or their nominee.

The Burial Rights holder is responsible for repairing damage to neighbouring monuments or plaques caused during installation or maintenance.

Council may accept applications for above ground entombments in the Nanango cemetery.

Council does not permit natural burials.

3.5. Council cemetery fees

Council does not accept applications for payment plans for cemetery fees.

3.6. Ornaments and memorial items

Council is not responsible or liable for the security of tributes, flowers, ornaments or other objects placed in any cemetery.

3.6.1. Floral tributes, ornaments and decorations

Council permits the following in the lawn section:

- fresh, plastic or artificial flowers placed in the provided flower holes located in plinths or concrete plaque desks;
- ornaments and decorations, for the first six (6) months after burial, after which they will be placed at a designated collection point.

3.6.2. Prohibited items

Council will immediately remove the following items and place at a designated collection point:

- permanent / planted shrubs, trees, flowers (including annuals, perennials, bulbs and the like) or any other vegetation;
- glass bottles, jars or breakable containers that are not within a monument;
- advertising and promotional material;
- fencing or structures without Council approval.

3.7. General cleanliness and presentation

Withered flowers, wreaths, other deteriorated items, items placed outside the designated interment site or should any site be deemed unsightly or inconsistent with this policy, Council representatives are authorised to remove items and place at a designated collection point to maintain the overall cemetery standards and safety. Where strong winds or weather events displace tributes, items which cannot be clearly identified with a burial site will be placed at a designated collection point.

3.8. Vehicle access

Vehicle movements within Council cemeteries are to comply with posted speed limits and vehicle management signs.

Private vehicles are not permitted within interment sites and must stay within designated driveways and parking areas. Overnight parking or camping is not permitted in Council cemeteries.

3.9. Exhumation of remains and ashes

Exhumations are only permitted under exceptional circumstances and must comply with all legal and health regulations. Council's *Subordinate Local Law No. 1.13 – Undertaking Regulated Activities regarding Human Remains* must be followed when exhuming remains. An exhumation fee will be charged in accordance with Council's fees and charges.

3.10. Interment of burial and ashes

All interment of remains and ashes must comply with Council's *Subordinate Local Law No. 1.13 – Undertaking Regulated Activities regarding Human Remains*. The following is required for the interment of burial and ashes:

- a minimum of two (2) full business days' notice is required for all applications and Council reserves the right to decline any interment application. Specific cultural or religious requirements are to be advised in writing at time of application. All applications must be fully completed when submitted with incomplete applications returned for further information;
- burials must be conducted by a licensed Funeral Director;
- human remains must be contained in a coffin, sealed container or shroud;
- upon application and approval, ashes may be interred by private citizens without assistance from a Funeral Director;
- backfilling (gardens and graves) of ashes interments is the responsibility of the family or Funeral Director;
- a temporary brick marker will be placed by Council representatives to assist families in identifying the grave until a permanent plaque or monument is installed;
- where ashes are to be placed into the Columbarium Wall, the plaque must be installed immediately;
- up to four (4) sets of ashes may be interred into an existing burial site.

3.11. Right of burials (reservations)

A reservation may be made for a site in any available section of the cemetery and can be reserved in advance of an individual's passing.

3.12. Records management

Council will maintain a Cemetery Register in accordance with relevant legislation, ensuring all personal information is handled confidentially and not released in breach of privacy laws.

3.13. Privacy provisions

Council respects and upholds the confidentiality of all personal information provided, in accordance with relevant privacy legislation.

4. DEFINITIONS

Ashes means the cremated remains of a deceased person.

Burial means the interment of non-cremated human remains.

Burial rights holder means the original owner or purchaser of the burial plot. This is the person recorded in Council's Cemetery Register. In some cases, the Burial Right Holder may be the next of kin of the deceased, their executor or Power of Attorney. Ownership may be formally transferred or bequeathed by a Will.

Columbarium wall means an area of the cemetery that is established for the memorialisation of cremated remains.

Council means South Burnett Regional Council.

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

Exhumation means the removal of the remains of a deceased person from a grave.

Interment site means a site or plot within the cemetery in which a reservation can be made for the purpose of human remains or ashes to be interred.

Lawn cemetery means a designated area of the cemetery where human remains are interred and only plaques are permitted.

Monument means any structure, headstone, plaque, masonry, casting, or other item placed over a grave site.

Monumental section means a designated area of the cemetery where human remains are interred and monuments, headstones or other approved structures may be erected.

Plaque means a flat, inscribed plate (usually made of bronze or granite) affixed to a plinth, wall or grave to commemorate the deceased.

Plinth means a base slab, typically of concrete separating the rows in the lawn cemetery.

Reservation means purchase of an interment site.

Right of Burial means the legal right held by the Burial Rights Holder to inter human remains in an approved burial space.

5. LEGISLATIVE REFERENCE

Local Government Act 2009 (Qld)

6. RELATED DOCUMENTS

Cemetery Burial Procedure – Procedure 137

Cemetery Management Fact Sheet

Local Law No1 (Administration) 2011

Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains) 2011

7. NEXT REVIEW

As prescribed by legislation or September 2028

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	New policy	15 October 2025	3347308

Mark Pitt PSM

CHIEF EXECUTIVE OFFICER

Date: 15 October 2025

11.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL EMPLOYEE CONFLICT OF INTEREST POLICY - STATUTORY048**File Number:** 15-Oct-2025**Author:** Coordinator Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Employee Conflict of Interest Policy – Statutory048.

SUMMARY

This policy outlines the requirements in relation to disclosure of a perceived, potential or actual conflict of interest of a Council employee.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Employee Conflict of Interest Policy – Statutory048 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

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

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2025-2030	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2025-2026	<p>OPE8 - Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets.</p> <p>OPE10 - Manage and maintain the legal proceedings/legal advice and corporate registers and maintaining the budget for engagement of legal services and promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy.</p>

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Employee Conflict of Interest Policy – Statutory048 has been reviewed by Office of the CEO, Corporate Services, Senior Leadership Team.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Crime and Corruption Act 2001 (Qld)

Integrity Act 2009 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

Public Sector Act 2022 (Qld)

Public Sector Ethics Act 1994 (Qld)

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

This policy provides a transparent pathway for identifying, disclosing and managing employee conflicts of interest, to enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its' commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

ATTACHMENTS

1. **South Burnett Regional Council - Employee Conflict of Interest Policy - Statutory048** [↓](#)





POLICY CATEGORY - NUMBER: Statutory048

POLICY OWNER: Corporate Services

ECM ID: 2821772

ADOPTED: 15 October 2025

Employee Conflict of Interest 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

This policy outlines South Burnett Regional Council's ('Council') requirements in relation to the disclosure of a perceived, potential or actual conflict of interest of a Council employee.

2. SCOPE

This policy applies to all Council workers / employees.

3. GENERAL INFORMATION

This policy provides transparent pathway for identifying, disclosing and managing employee conflicts of interest which will enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

A conflict of interest is defined by the *Public Sector Ethics Act 1994* as a conflict between a person's private interests and person's official duties.

An employee conflict of interest may be enough to undermine the public's confidence in Council, even where none actually exists, or it has been identified and subsequently resolved.

3.1. Identifying conflicts of interests

It is therefore set out that:

Council identifies three (3) types of employee conflicts of interest:

- actual conflict of interest;
- perceived (or apparent) conflict of interest; and
- potential conflict of interest.

All Council employees are directed to the South Burnett Regional Council Employee Conflict of Interest Procedure080 and guides on the Queensland Crime and Corruption Commission website.

3.2. Areas of activity where conflicts may arise

An employee conflict of interest may arise as a result of the Council's involvement in any number of matters including the following:

- appointing and managing staff;
- providing sponsorships;
- giving and receiving gifts;
- use of resources or assets that could be used for private gain;
- entering into contracts to procure goods or services from the private sector or engaging in projects with the private sector;
- collecting, retaining, accessing or using confidential information;
- providing financial assistance and concessions;
- performing a regulatory role in relation to the monitoring of standards;
- disciplinary actions; and
- providing advice.

3.3. When conflicts of interests arise

It is a requirement that any conflict; whether actual, perceived or potential be appropriately identified, reported and managed to ensure Council is able to undertake business in a transparent and impartial manner.

An employee conflict of interest will arise when there is a possibility or a perception that a Council employee could be influenced by a private or personal interest when carrying out their duties.

Conflicts may arise in a variety of situations including, but not limited to:

- family and close personal relationships;
- previous, secondary and future employment;
- financial interests;
- memberships in clubs, associations or parties; and
- asset ownership including property ownership.

3.4. Responsibilities of Council employees

All Council employees must consider the public interest when carrying out their official duties and place this above their own private or personal interests.

This is achieved by:

- carrying out all official duties in accordance with Council policy and legislative ethical principles as documented in Council's Employee Code of Conduct Policy – Statutory011;
- assessing the Council employee's own private and personal interest to identify any action, potential or perceived conflicts of interest;
- identifying and declaring all conflicts of interest;
- identifying and declaring another Council employee's conflict of interest to ensure appropriate declaration and management of interests;
- avoiding all situations which may give rise to conflicts of interest; and
- managing all conflicts of interest in accordance with agreed management strategies.

All levels of management will:

- encourage a culture of disclosure within Council;
- regularly remind Council employees of their obligation to identify and declare conflicts of interest;
- actively liaise with Council employees to resolve and manage conflicts of interest;
- monitor Council employee's work to develop management strategies to minimise conflicts; and
- maintain confidentiality with regards to employee conflict of interest declarations.

All reported employee conflicts of interest must be identified by completing the Employee Conflict of Interest Form / Management Plan for recording on the Employee Conflict of Interest Register.

Deliberate non-disclosure of a conflict of interest or lack of adequate management of a conflict of interest may amount to a reasonable suspicion of corrupt conduct. Council has a zero-tolerance approach and is committed to eliminating and/or minimising the potential of any corrupt conduct within Council.

4. DEFINITIONS

Conflict of interest means a conflict between a Council employee's duties and responsibilities and the Council employee's private interests. Conflicts can be actual, perceived or potential depending on the circumstances. An employee conflict of interest can arise from avoiding personal losses as well as gaining personal advantage – whether financial or otherwise.

Corrupt conduct means conduct of a person, regardless of whether the person holds or held an appointment, in accordance with the *Crime and Corruption Act 2001*, that:

- adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of:
- a unit of public administration; or
- a person holding an appointment; and

Results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that:

- is not honest or is not impartial; or
- involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
- involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment; or
- is engaged for the purpose of providing a benefit to the person or another person or causing a detriment to another person; and

Would, if proved, be:

- a criminal offence; or
- a disciplinary breach providing reasonable grounds for terminating the person's services, if the person's services, if the person is or were the holder of an appointment.

Corrupt conduct may include, but is not limited to:

- abuse of public office;
- bribery, including bribery relating to an election;
- extortion;
- obtaining or offering a secret commission;
- fraud;
- stealing;
- forgery;
- perverting the course of justice;
- an offence relating to an electoral donation;
- loss of revenue of the State;
- homicide, serious assault or assault occasioning bodily harm or grievous bodily harm;
- obtaining a financial benefit from procuring prostitution or from unlawful prostitution engaged in by another person;
- illegal drug trafficking;
- illegal gambling.

Council worker / employee means a person is a worker / employee if the person carries out work in any capacity for a person conducting a business or undertaking, including work as an employee, a contractor or subcontractor, employee of a contractor or subcontractor, an employee of a labour hire company who has been assigned to work in the person's business or undertaking, an outworker, an apprentice or trainee, a student gaining work experience, a volunteer or a person of a prescribed class.

Family member / dependant means any person a Council employee is in a relationship with (including but is not limited to) a spouse, partner, child, brother, sister, parent, stepchild, stepparent, as well as mother-, father-, son-, daughter-, brother-, or sister-in-law, and any other person living with the Council employee (except tenants).

Gifts or benefits means but not limited to conference/seminar costs, gratuity, remuneration, allowances, discounts, fees, subsidies, hospitality, travel, entertainment, alcohol, raffle tickets, scratch cards, lotto/casket tickets, books, equipment, goods or other services received.

Interests means the realistic expectation that the Council employee or an associate directly or indirectly stand to gain a benefit or suffer a loss, depending on the outcome of an issue. Interests may be financial or non-financial.

Official duties means the work done by a Council employee that may be defined by their position description or directions given by their supervisor.

Perceived conflict of interest or apparent conflict of interest means that the Council employee's private interests can exist or appear to others that could improperly influence the performance of their official duties and responsibilities, whether or not this is actually the case.

Potential conflict of interest means where a Council employee has private interests that could in the future conflict with your official duties and responsibilities at Council.

Private interests means personal, professional or business interests that can benefit or disadvantage a Council employee, or others a Council employee may wish to benefit or disadvantage. They also include the personal, professional or business interests of individuals or groups a Council employee associates with (e.g. relatives, friends, non-profit associations).

5. LEGISLATIVE REFERENCE

Crime and Corruption Act 2001 (Qld)

Integrity Act 2009 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

Public Sector Act 2022 (Qld)

Public Sector Ethics Act 1994 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Corporate Risk and Internal Audit Framework – Statutory064

South Burnett Regional Council Corporate Risk Management Policy – Statutory020

South Burnett Regional Council Employee Code of Conduct – Statutory011

South Burnett Regional Council Employee Conflict of Interest Procedure – Procedure080

South Burnett Regional Council Fraud and Corruption Prevention Management Policy – Statutory021

South Burnett Regional Council Gifts and Benefits Policy – Strategic002

South Burnett Regional Council Information Privacy Policy – Statutory038

South Burnett Regional Council Procurement Policy – Statutory007

South Burnett Regional Council Recruitment and Selection Policy – Statutory014

7. NEXT REVIEW

As prescribed by legislation or October 2028

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Adoption of Policy	10 October 2018	2539632
2	Administrative change replacing Social & Corporate Performance Branch with Corporate Services Branch as per Council Resolution 2021/296	24 March 2021	2539632
3	Review of Policy – Resolution 2021/45	28 July 2021	2539632
4	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	2539632
5	Review of policy	15 October 2025	2821772

Mark Pitt PSM

CHIEF EXECUTIVE OFFICER

Date: 15 October 2025

11.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ENTERTAINMENT AND HOSPITALITY POLICY - STATUTORY075**File Number:** 15-Oct-2025**Author:** Coordinator Corporate**Authoriser:** Chief Executive Officer**PRECIS**

Adoption of the South Burnett Regional Council Entertainment and Hospitality Policy – Statutory075.

SUMMARY

This policy provides a framework for appropriate expenditure of Council funds on entertainment and hospitality, ensuring that public monies are utilised as per the local government principles.

OFFICER'S RECOMMENDATION

That the South Burnett Regional Council Entertainment and Hospitality Policy – Statutory075 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

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

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2025-2030	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance, and open and transparent decision-making
Operational Plan 2025-2026	<p>OPE8 - Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms, and factsheets.</p> <p>OPE10 - Manage and maintain the legal proceedings/legal advice and corporate registers and maintaining the budget for engagement of legal services and promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy.</p>

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The South Burnett Regional Council Cemetery Policy – Strategic053 has been reviewed by Office of the CEO, Corporate Services and the Senior Leadership Team.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

This policy provides the framework for appropriate expenditure in relation to entertainment and hospitality. Council recognises that reasonable and appropriate expenditure for the purposes of entertainment may be incurred by Council representatives in the ordinary course of carrying out their respective responsibilities.

ATTACHMENTS

1. **South Burnett Regional Council - Entertainment and Hospitality Policy - Statutory075** [↓](#)





POLICY CATEGORY - NUMBER: Statutory075

POLICY OWNER: Executive Services

ECM ID: 2599028

APPROVED: 15 October 2025

Entertainment and Hospitality 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

This policy provides the framework for appropriate expenditure of South Burnett Regional Council's ('Council') funds on entertainment and hospitality, ensuring that public monies are utilised as per the local government principles.

2. SCOPE

This policy applies to Council representatives.

3. GENERAL INFORMATION

Council recognises that reasonable and appropriate expenditure for the purposes of entertainment may be incurred by Council representatives in the ordinary course of carrying out their respective responsibilities. When considering whether to incur expenditure, Council representatives must have regard to:

- expenditure must be:
 - in the public interest;
 - for Council related purposes;
 - prudent, responsible, and acceptable to the community;
 - economical and efficient;
 - subject to budget provisions;
 - approved prior to expenditure being incurred where possible.

Inappropriate and unreasonable expenditure for entertainment and hospitality includes, but is not limited to are:

- tips or gratuities – exception may be if travelling overseas and tipping is the custom, it will be considered official expenditure;
- drinks without a meal – including hot and cold beverages;
- morning/afternoon tea outside Council premises, where only Council representatives are attending; or
- alcohol consumed in conjunction with a meal (excepting as specified);
- dinners/functions at the private residence of a Council representative.

3.1. Reasonable and appropriate expenditure

3.1.1. Civic functions

Functions such as citizenship ceremonies that provide community recognition or a welcome by the Council, the decision as to reasonable and appropriate costs will be determined by the Chief Executive Officer ('CEO') and will take into consideration the number of attendees, the timing of the function, the venue, and the location.

3.1.2. ANZAC, Remembrance Day or Vietnam Veterans wreath

Recognition of the service of war veterans to the community.

3.1.3. Condolence wreaths or floral presentations

For the death of, or serious illness/injury to a Council representative, a member of their immediate family, or a previous Councillor. This is in recognition of service and a mark of respect to his/her family.

3.1.4. Visits by overseas delegates

The decision as to reasonable and appropriate costs will be determined by the CEO and will take into consideration the number of attendees, the timing of the visit, the venues, and the locations.

3.1.5. Council organisational functions

The decision as to reasonable and appropriate costs will be determined by the CEO and will take into consideration the number of attendees, the timing of the event, the venue, and the location.

3.1.6. Meetings within ordinary hours

Entertainment and hospitality for meetings held within ordinary working hours should be kept to a minimum. Where Council representatives are required to work through a meal break or outside normal hours due to the impracticality of holding the meeting at any other time, the relevant meal allowance is to be used as a guide.

Such entertainment and hospitality should not be substituted for business meetings that would ordinarily be conducted in the workplace. Examples may include ordinary meetings of the Council, committee meetings, and organisational meetings. Where there are regular meetings that are similar in nature each time, there will be no need to justify the reasonableness and appropriateness of expenditure for each meeting; provided that the expenditure for the first meeting is reasonable and appropriate and has been incurred in the public interest.

3.2. Associated persons expenditure

Only in exceptional circumstances, specifically approved by the CEO, and where the attendance of an associate is of demonstrated benefit to the Council, and the entertainment and hospitality costs for such a person are to be met by the Council. In these instances, the associate will be considered an official representative of the Council and will be expected to comply with Council's Employee Code of Conduct Policy – Statutory011.

4. DEFINITIONS

Council means South Burnett Regional Council.

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

Entertainment and Hospitality means:

- entertaining members of the public in order to promote a local government project;
- providing food or beverages to a person who is visiting the local government in an official capacity;
- providing food or beverages for a conference, course, meeting, seminar, workshop, or another forum that is held by the local government for its Councillors, local government employees or other persons; and

- paying for a Councillor or local government employee to attend a function as part of the Councillor's or employee's official duties or obligations as a councillor or local government employee.

A local government may spend money on entertainment or hospitality only in a way that is consistent with its entertainment and hospitality policy.

5. LEGISLATIVE REFERENCE

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Employee Code of Conduct – Statutory011

South Burnett Regional Council Entertainment and Hospitality Procedure – Procedure138

South Burnett Regional Council Expenses Reimbursement Policy for Councillors – Statutory002

South Burnett Regional Council Gifts and Benefits Policy – Strategic002

7. NEXT REVIEW

As prescribed by legislation or October 2028

8. VERSION CONTROL

Version	Revision Description	Approval Date	ECM Reference
1	Development of policy	12 June 2019	2599028
2	Review of policy	23 March 2022	2599028
3	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	2599028
4	Review of policy	15 October 2025	2599028

Mark Pitt PSM

CHIEF EXECUTIVE OFFICER

Date: 15 October 2025

12 FINANCE & LIVEABILITY**12.1 MONTHLY FINANCIAL INFORMATION - SEPTEMBER 2025****File Number:** 15/10/2025**Author:** Coordinator Finance**Authoriser:** Chief Executive Officer**PRECIS**

Monthly financial report as at 30th September 2025

SUMMARY

The following information provides Council's current position as at 30th September 2025.

OFFICER'S RECOMMENDATION

That the monthly Financial Report including capital works program as at 30th September 2025 be received and noted.

FINANCIAL AND RESOURCE IMPLICATIONS

Tracking actual revenue and expenditure compared to original budget as adopted by Council on the 16th July 2025.

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*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

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

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

ASSET MANAGEMENT IMPLICATIONS

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

REPORT

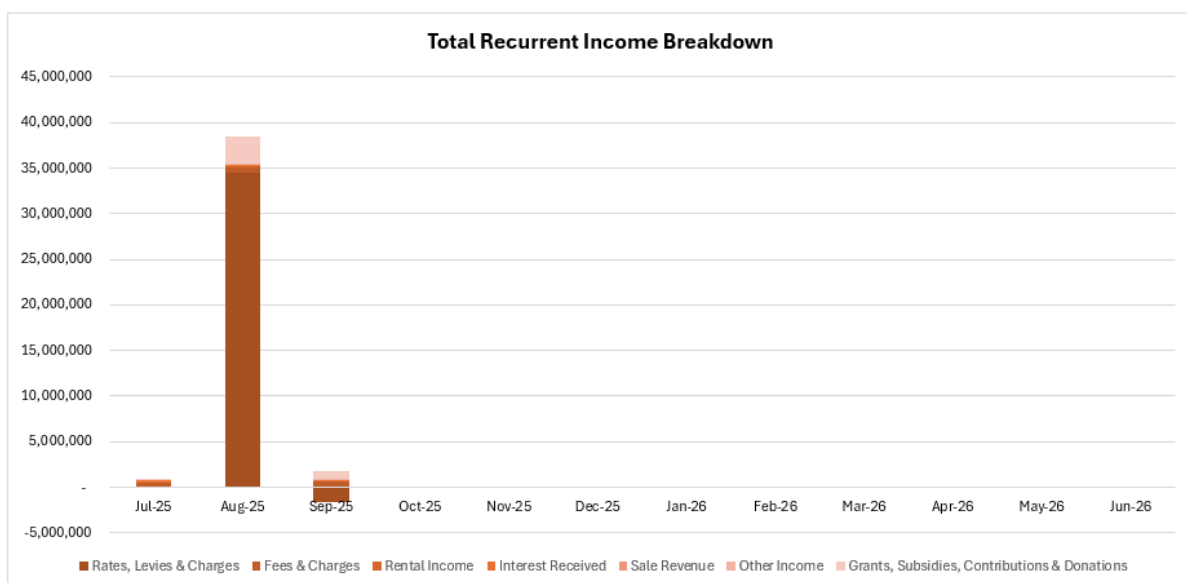
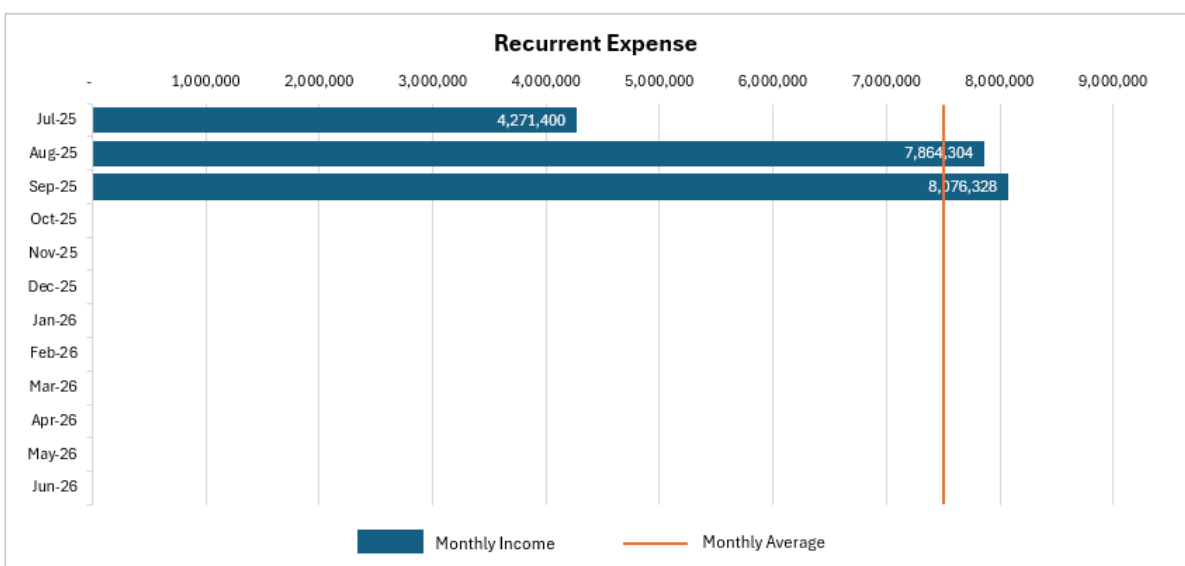
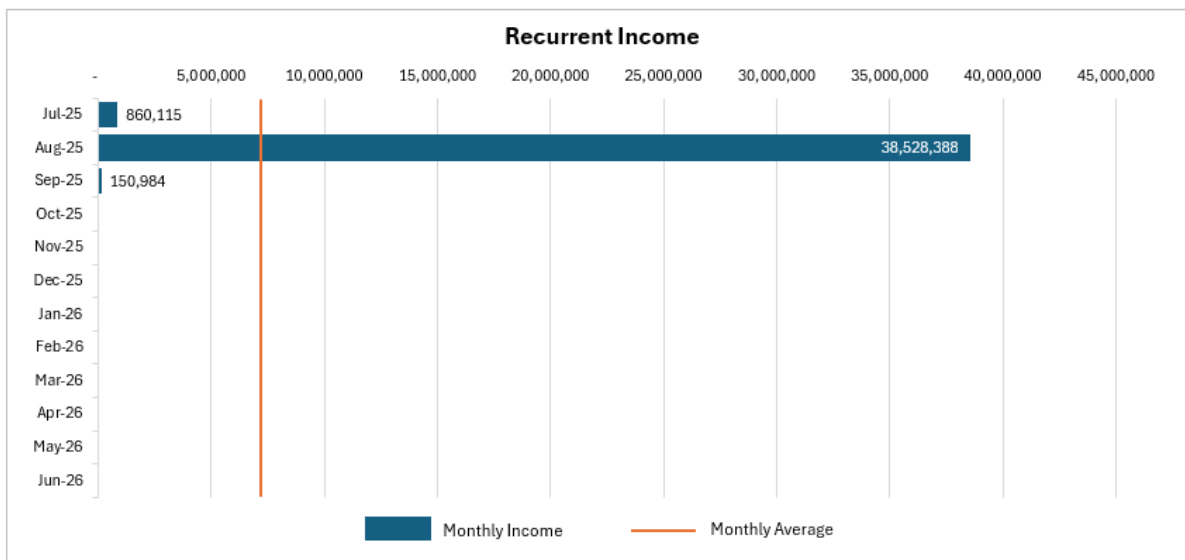
The target benchmark for September is 25%.

- Total Recurrent Revenue is currently sitting at 46% compared to the original budget. This is mainly attributable to the Rates notices being issued last month.
- This is made up of Recurrent Income currently tracking at:
 - Rates Levies & Charges 52% ■
 - Fees and Charges 27% ■
 - Rental Income 24% ■
 - Interest Received 20% ■
 - Sales Revenue 0% ■
 - Other Income 14% ■
 - Grants, Subsidies, Contributions and Donations 49% ■
- Total Recurrent Expenditure is sitting at 22% compared to the original budget.
- This is made up of Recurrent Expenditure currently tracking at:
 - Employee Benefits 28% ■
 - Materials and Services 36% ■
 - Finance Costs 26% ■
 - Depreciation 0% ■
- Depreciation for July to September will be performed in October 2025 once the audit has been signed off. It is estimated that depreciation for YTD may be approximately \$6.8m.

Income and Expenditure Trends:

Actuals vs 12 Month Average

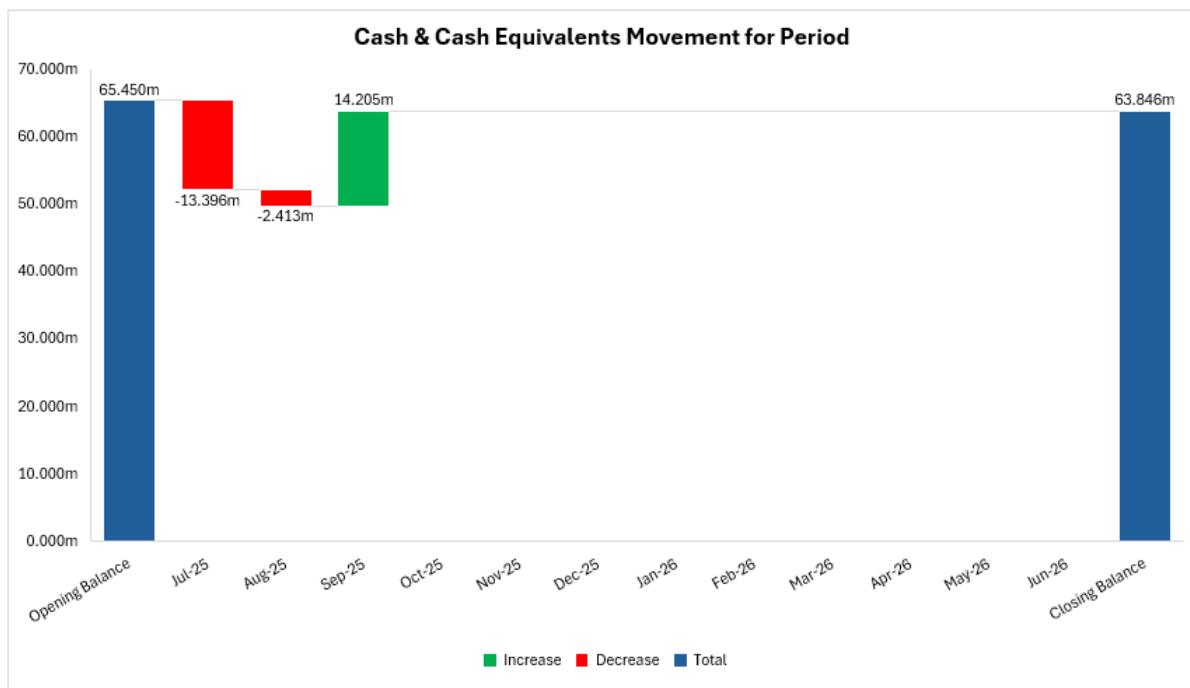
	\$	\$	\$	%
	Sep-25	12 Month Avg	+/- Avg Month	+/- Avg Month
Income				
Recurrent Revenue	150,984	7,214,423	(7,063,439)	-98% ●
Capital Revenue	215,293	1,035,501	(820,208)	-79% ●
Total Income	366,277	8,249,924	(7,883,647)	-96% ●
Expense				
Recurrent Expense	8,076,328	7,506,861	569,467	8% ●
Capital Expense	(162,830)	(35,333)	(127,497)	361% ●
Total Expense	7,913,498	7,471,528	441,970	6% ●
Net Result	(7,547,221)	778,396	(8,325,617)	-1070% ●
Net Operating Result	(7,925,344)	(292,438)	(7,632,906)	2610% ●

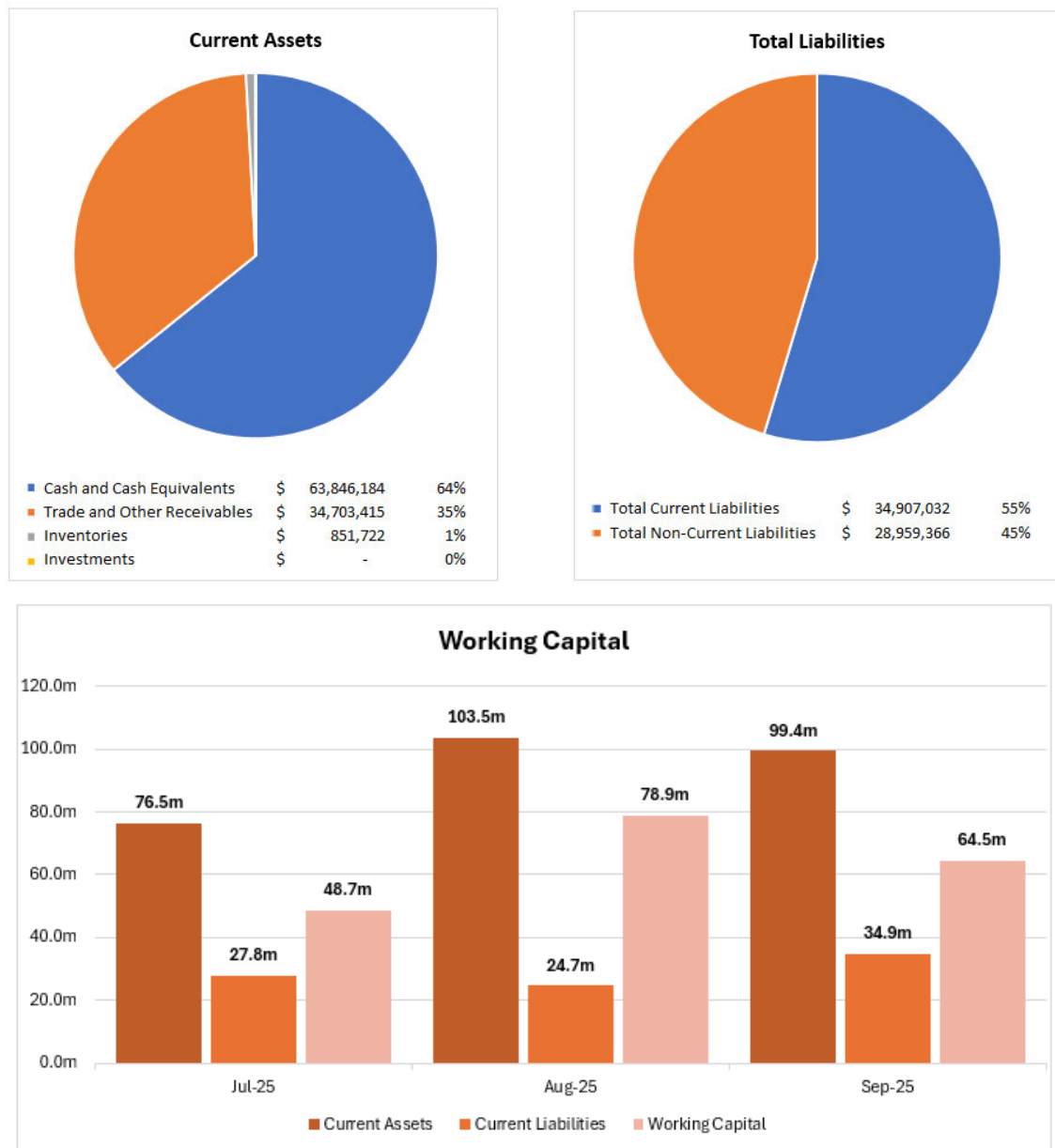


Profit & Loss Year to Date - Overview

	Jul-25	Aug-25	Sep-25	Movement
Recurrent Income	860,115	39,388,503	39,539,488	150,984
Capital Revenue	-	1,226,206	1,441,499	215,293
Total Income	860,115	40,614,709	40,980,987	366,277
Recurrent Expense	4,271,400	12,135,704	20,212,032	8,076,328
Capital Expense	(8,409)	(10,318)	(173,148)	(162,830)
Total Expense	4,262,991	12,125,386	20,038,884	7,913,498
Net Profit/(Deficit)	(3,402,876)	28,489,324	20,942,103	(7,547,221)
Net Operating Result	(3,411,285)	27,252,800	19,327,456	(7,925,344)

- Council's current cash holdings at the end of September 2025 were \$63.846m with \$30.825m of this currently classed as restricted cash. The overall balance is up from last month by \$14.205m.





- Ratios at the end of September are all within their respective targets.
- Council's capital expenditure program adopted for the financial year was \$42.82m. Actual expenditure is currently sitting at \$6.395m, which equates to approximately 14.9% of the total original budget. When taking into consideration commitments of \$7.65m, the proposed expenditure is 32.8% of the original budget.
- Financial Statements for the 24/25 year are on track to be signed by the October Council Meeting.

ATTACHMENTS

1. **Monthly Financial Report - September 2025** [↓](#)
2. **Capital Expenditure Report September 2025** [↓](#)
3. **Grant Listing September 2025** [↓](#)



South Burnett Regional Council

Monthly Financial Report

September 2025



Executive Summary

This monthly report is designed to illustrate the interim financial performance and position of South Burnett Regional Council compared to the original budget, at an organisational level, for the period ended 30 September 2025.

The target benchmark for September is 25%.

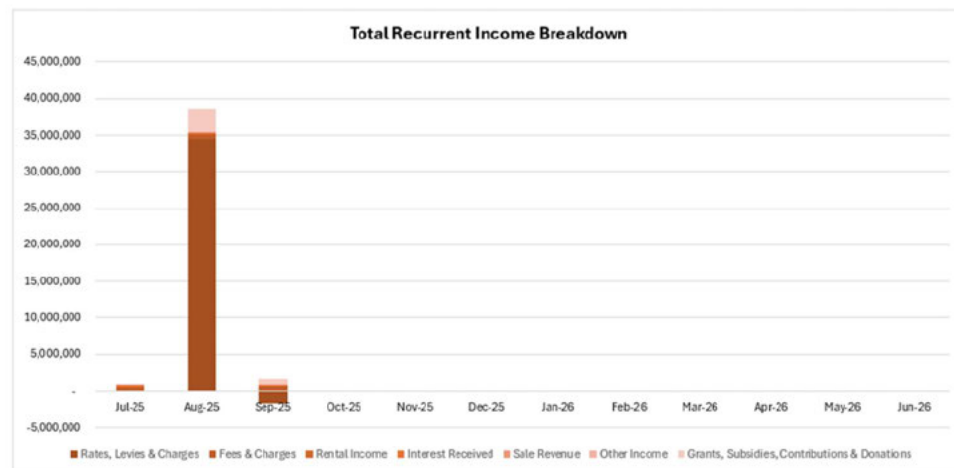
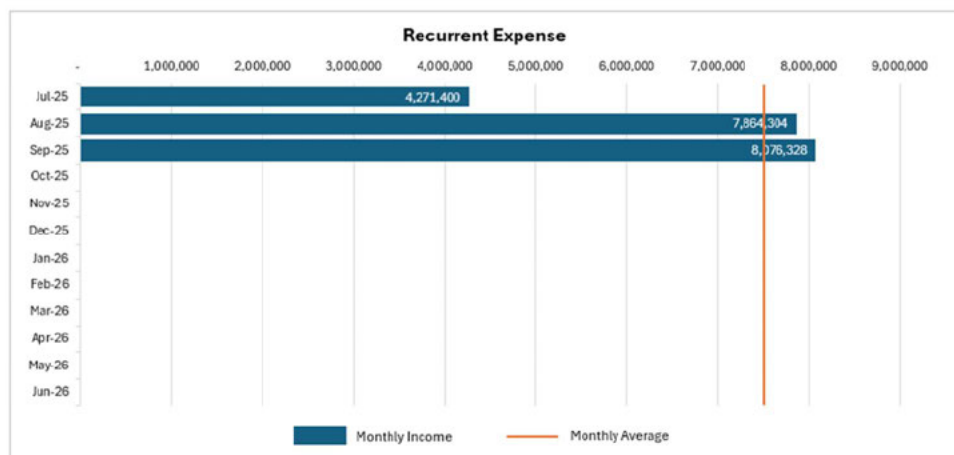
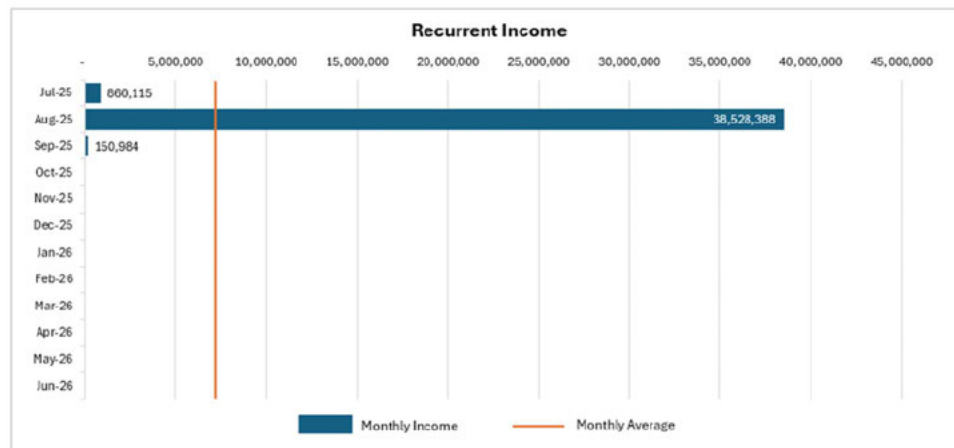
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Executive Summary

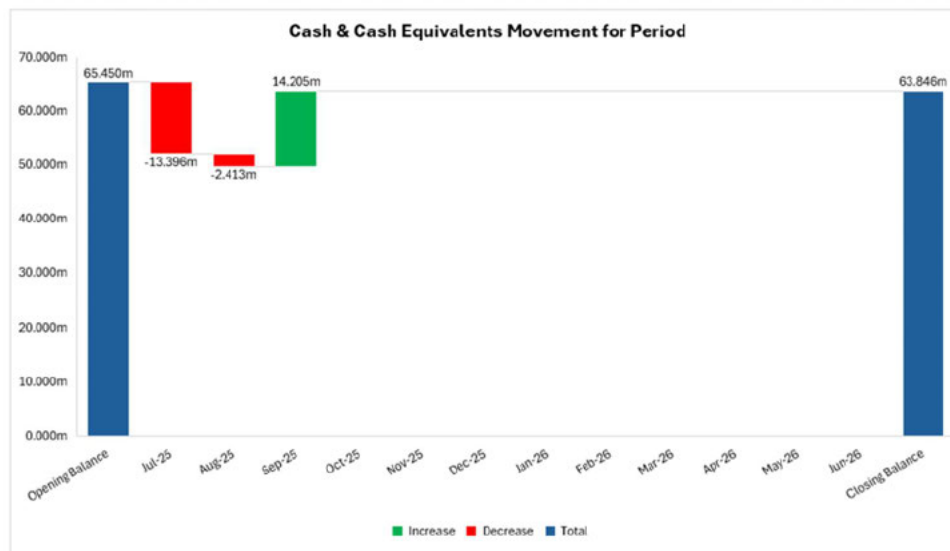


Executive Summary

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Executive Summary



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Executive Summary

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1.0 Interim Statement of Financial Performance (Income Statement)

Statement of Comprehensive Incomeas at 30 September 2025
25% of Year Complete

	2026 \$	Original Budget \$	Variance %
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	32,944,030	63,638,122	52%
Fees and Charges	1,727,732	6,424,845	27%
Rental Income	148,140	610,999	24%
Interest Received	617,306	3,058,000	20%
Sales Revenue	90	3,600,000	0%
Other Income	176,061	1,219,700	14%
Grants, Subsidies, Contributions and Donations	3,926,129	8,021,411	49%
	<u>39,539,488</u>	<u>86,573,076</u>	<u>46%</u>
Capital Revenue			
Grants, Subsidies, Contribution and Donations	1,441,499	12,426,015	12%
Total Income	<u>40,980,987</u>	<u>98,999,091</u>	<u>41%</u>
Expenses			
Recurrent Expenses			
Employee Benefits	8,196,724	28,780,703	28%
Materials and Services	11,591,148	32,500,740	36%
Finance Costs	424,160	1,620,456	26%
Depreciation and Amortisation	-	27,180,435	0%
	<u>20,212,032</u>	<u>90,082,334</u>	<u>22%</u>
Capital Expense	(173,148)	(424,000)	41%
Total Expense	<u>20,038,884</u>	<u>89,658,334</u>	<u>22%</u>
Net Result	<u>20,942,103</u>	<u>9,340,757</u>	
Net Operating Result	<u>19,327,456</u>	<u>(3,509,258)</u>	

1.1 Operating Income Statement Split by Department

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

	Total Revenue			Total Expenditure		
	Actual	Original Budget	%	Actual	Original Budget	%
Water	\$ 7,036,956	\$ 13,627,902	52%	\$ 2,235,650	\$ 13,094,696	17%
Wastewater	\$ 4,156,762	\$ 8,139,101	51%	\$ 2,875,023	\$ 6,531,315	44%
Waste	\$ 4,627,367	\$ 10,164,244	46%	\$ 1,652,225	\$ 9,897,847	17%
Plant and Fleet	\$ 30,539	\$ 199,875	15%	\$ 2,195,161	\$ 1,258,604	174%
Genops	\$ 23,687,863	\$ 54,441,955	44%	\$ 15,644,294	\$ 61,817,081	25%
Total	\$ 39,539,488	\$ 86,573,077	46%	\$ 20,212,032	\$ 90,682,334	22%

Revenue

- All revenue items are currently tracking above the target of 25% with the exception of Plant and Fleet. This is due to timing in September fuel rebate on the BAS statement.
- Water, Wastewater, Waste and Genops are affected by timing in the revenue received from rates being levied. The first 6 monthly rates levy were issued in August.
- Waste is affected by timing in waste disposal revenue as invoices for September have not yet been raised.
- Genops is sitting at 44% which is largely due to rates revenue and is also affected by the 2025/26 Financial Assistance Grant timing. This revenue source will also be affected by income received from Queensland Reconstruction Authority and DTMR for flood restoration works.

Expenditure

- Only Plant and Fleet are tracking above the target of 25% for the month. This is largely due to a plant hire adjustment which will be fixed up in October.
- Expenditure for Fleet is affected by timing of yearly registration and insurance bills as well as timing in use of internal plant by departments for the month.
- Genops continues to be affected by the timing in expenditure compared to budget for the various weather events. This will be offset by grant income.
- Genops is also affected by timing in annual expenses such as insurance, workers compensation premiums and annual software licences.

1.2 Revenue

1.2.1 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.

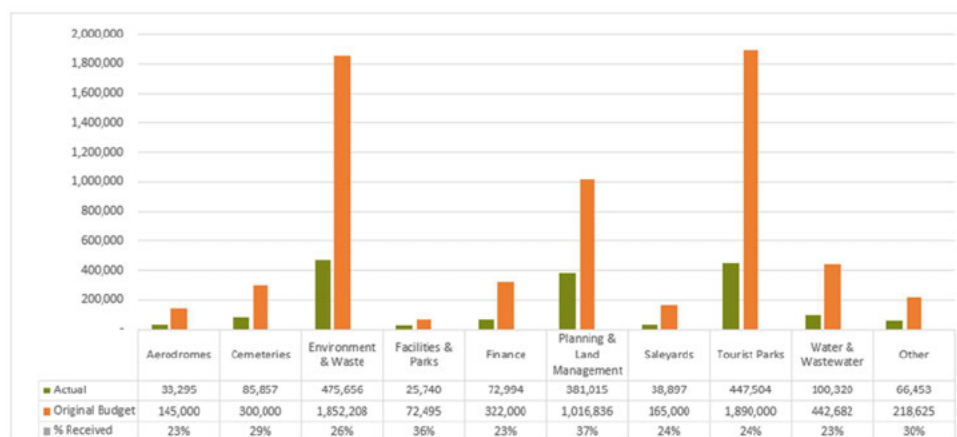
As at 30 September 2025, rates, levies and charges are tracking at 52%. This is due to the timing of the first 6 monthly rates levy which were issued in August. The Memerambi Estate levies credit amount relates to refund of interest due to payment of levies.

Rates or Charges

<i>Rates or Charges</i>	<i>Actuals</i>	<i>Original Budget</i>
General Rates	\$ 17,570,187	\$ 33,946,020
Quarry Special Charge	\$ 21,048	\$ 27,871
Water Charges	\$ 6,947,950	\$ 13,235,416
Sewerage Charges	\$ 4,133,502	\$ 8,039,951
Waste Collection Charges	\$ 2,024,649	\$ 3,907,974
Community Rescue and Evacuation Levy	\$ 44,942	\$ 90,000
Waste Management Levy	\$ 2,202,005	\$ 4,390,890
Memerambi Estate Levies	-\$ 252	\$ -
Total	\$ 32,944,030	\$ 63,638,122

1.2.2 Fees and Charges

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



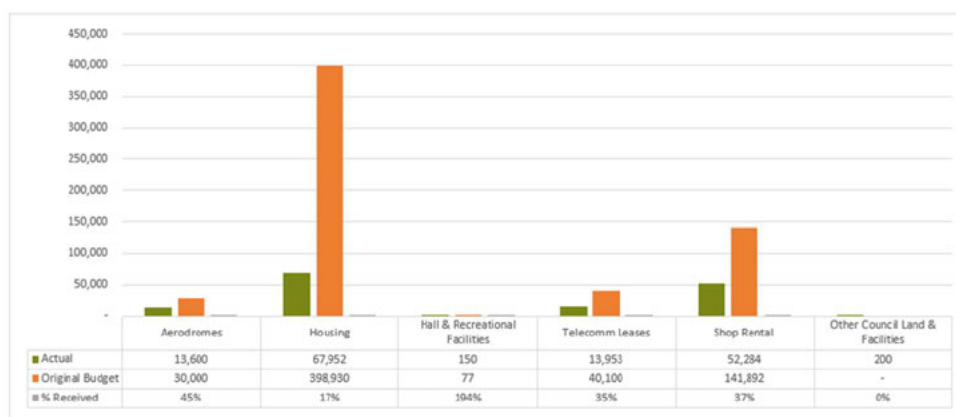
As of 30 September 2025, fees and charges are tracking above target at 27%. September accruals for waste disposal are still to be completed. Main factors affecting the fees and charges figures are:

- Environment and Waste is affected by timing of monthly invoices for waste disposal which is offset by yearly food licences.
- Water & Wastewater are below target as the yearly trade waste permits have not been invoiced yet.

1.2.3 Rental Income

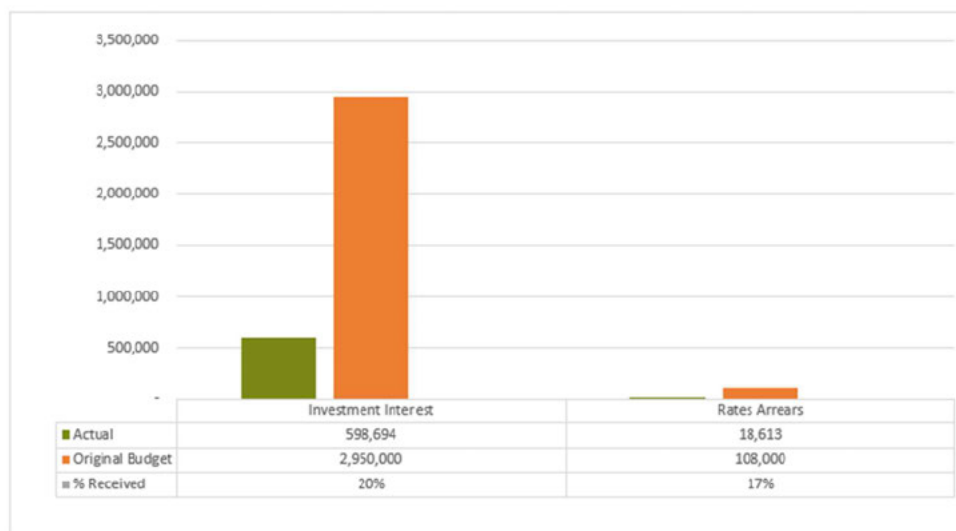
Council operates various facilities from which it derives a rental income such as commercial premises, caravan parks, community housing and airport.

As of 30 September 2025, rental income is tracking at 24% due to timing in annual rental of various facilities.



1.2.4 Interest Received

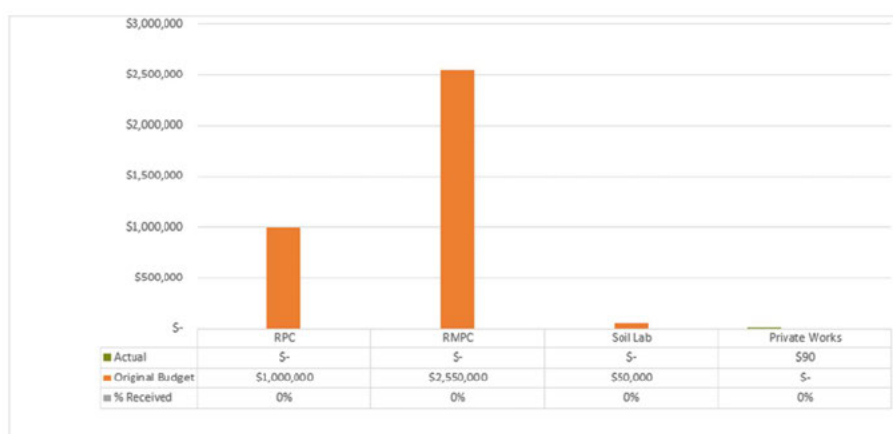
Interest revenue includes interest on investments and rate arrears. As of 30 September 2025, interest received is tracking below target at 20%.



1.2.5 Sales Revenue

Sales revenue is income received from undertaking work for Main Roads, private works and recoverable works conducted by the Soil Laboratory. As of 30 September 2025, sales revenue is tracking below target at 0%.

This income stream is largely affected by timing of when RPC and RMPC works for this financial year are scheduled to be performed. Claims of approximately \$614k were in progress at the end of September 2025.



1.2.6 Other Income

Other income is sundry income derived from all other sources.

As of 30 September 2025, other income is tracking below target at 14%. Reasons surrounding this can be found below.



- Fines are above target due to fluctuations in number of infringements throughout the year. There is a possibility that this value will decrease in the future if fines are sent to the State Penalties Enforcement Registry (SPERS) for collection.
- Scrap steel is picked up sporadically during the year and so has a timing factor.
- Misc other includes Legal recovery income which is invoiced during the year based on debt collection activities.
- Agency Income has a timing factor depending on when income is received or billed.

1.2.7 Operational Grants

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

As of 30 September 2025, operating grants are tracking above target at 49% due to timing in when operational grants are received and spent. Approximately \$2.85m of the monies received so far this year relates to funding from Queensland Reconstruction Authority (QRA) for

expenditure incurred due to weather events. Contract asset and contract liability movements have been processed for September 2025.

1.2.8 Capital Grants

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

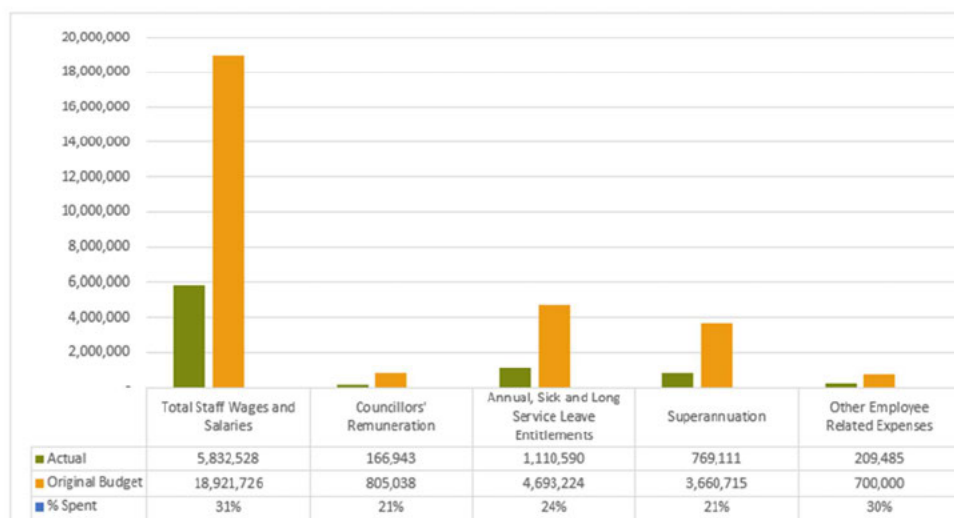
As of 30 September 2025, capital grants are tracking below target at 12%. Contract asset and contract liability movements have been processed for the month.

1.3 Expenditure

1.3.1 Employee Benefits

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

As of 30 September 2025, employee benefits are tracking above target at 28%. This is partly due to QRA flood work (not budgeted for but is offset by revenue).



1.3.2 Materials and Services

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

As of 30 September 2025, materials and services are tracking above target at 36%.

Materials & Services

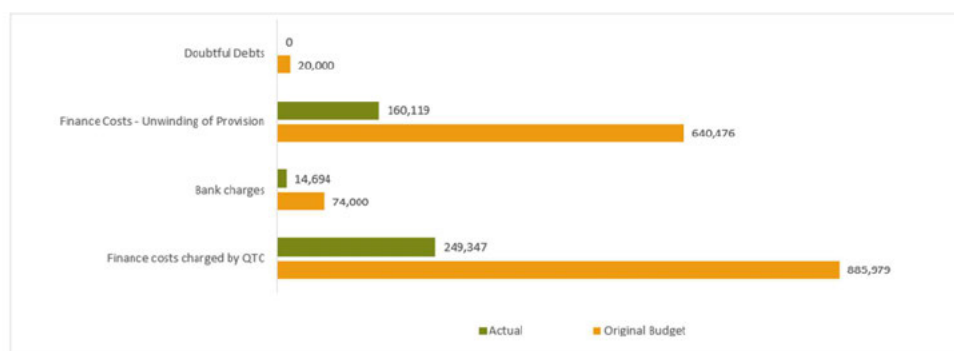
Description	Actual	Original Budget	Amended Budget	% Spent
Donations	248,730	714,610	-	35%
Admin Rec / Dividends	-	-	-	0%
Materials	7,357,407	22,458,797	-	33%
Services	4,352,280	11,948,972	-	36%
Internal Plant Charges	3,713,271	7,021,345	-	53%
Internal Plant Recoveries	- 4,080,540	- 9,642,983	-	42%
	11,591,148	32,500,740	-	36%

- A majority of variances seen in the materials category so far relate to timing of when invoices are received including timing of yearly insurances and fleet registrations.
- Expenditure of \$2.57m is associated with the various weather events and will be offset by income from Queensland Reconstruction Authority (QRA).
- There is a degree of timing for waste collection invoices as they have not yet been received.
- Both the Internal Plant Charges and Internal Plant Recoveries items are affected by a plant hire adjustment of approximately \$1.7m that will be fixed in October.

1.3.3 Finance Costs

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

As of 30 September 2025, finance costs are tracking above target at 26%.



1.3.4 Depreciation

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

Depreciation expense varies by asset class based on asset value, componentisation, and useful lives. Other factors that impact on monthly depreciation expense include processing of work in progress and asset disposals. Capitalisation (processing of work in progress) effects

depreciation expense as this is the allocation of capital expenditure to the relevant asset/s as at completion date, increasing the value for depreciation.

As of 30 September 2025, depreciation expense was below target at 0% as no manual depreciation journals for this financial year have been completed yet. Asset records will not be rolled into the new financial year until the external audit has been performed, which means actual depreciation for September won't be run until October.

No capitalisation of projects will occur for this financial year until after the external Auditors have finalised their review of Council's financial statements for the 2024/2025 year.

1.3.5 Capital Expense

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

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

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

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

Capital expense is sitting at -\$173.1k as at 30 September 2025. This is made up of sales income for fleet items.

<i>Capital Expense</i>	<i>Actual</i>	<i>Original Budget</i>
INCOME		
Fleet	- 173,148	- 424,000
Land		-
DISPOSALS		
Roads		-
Fleet		-
Land		-
Buildings		-
Water		-
Wastewater		-
Miscellaneous		-
	- 173,148	- 424,000

2.0 Interim Statement of Financial Position (Balance Sheet)

Statement of Financial Position

as at 30 September 2025

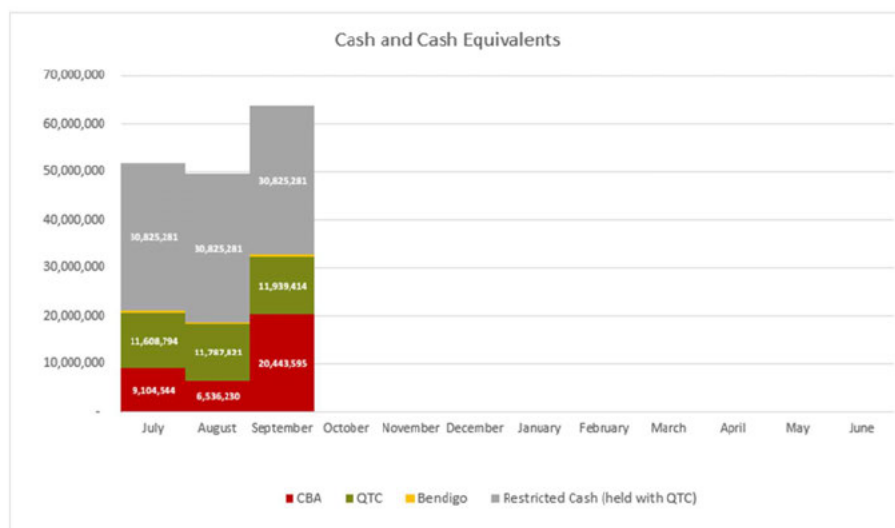
	2025 SEPTEMBER	Original Budget
	\$	\$
Current Assets		
Cash and Cash Equivalents	63,846,184	57,437,178
Trade and Other Receivables	34,703,415	11,078,525
Inventories	851,722	994,965
Investments	-	-
Total Current Assets	99,401,320	69,510,668
Non-Current Assets		
Trade and Other Receivables	194,747	-
Property, Plant and Equipment	1,186,111,756	1,193,318,557
Right of Use Asset	704,581	675,781
Intangible Assets	6,234,639	6,226,681
Total Non-Current Assets	1,193,245,723	1,200,221,019
TOTAL ASSETS	1,292,647,044	1,269,731,687
Current Liabilities		
Trade and Other Payables	23,933,321	19,962,025
Borrowings	3,262,364	3,415,839
Lease Liabilities	22,077	22,704
Provisions	6,325,031	3,857,201
Unearned Revenue	-	2,968,685
Other Liabilities	1,364,238	1,540,243
Total Current Liabilities	34,907,032	31,766,697
Non-Current Liabilities		
Trade and Other Payables	-	-
Borrowings	13,279,084	13,699,535
Lease Liabilities	734,119	711,416
Provisions	13,405,920	13,382,312
Other Liabilities	1,540,243	-
Total Non-Current Liabilities	28,959,366	27,793,262
TOTAL LIABILITIES	63,866,397	59,559,959
NET COMMUNITY ASSETS	1,228,780,646	1,210,171,728
Community Equity		
Retained Surplus/(Deficiency)	482,649,824	474,807,627
Asset Revaluation Surplus	746,130,823	735,364,101
TOTAL COMMUNITY EQUITY	1,228,780,646	1,210,171,728

2.1 Current Assets

2.1.1 Cash and Cash Equivalents

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

As of 30 September 2025, Council's actual cash and cash equivalents balance was \$63.85m, which is up from last month's \$49.64m by \$14.21m. The below table shows the breakup of this balance sheet element (excluding cash drawers).

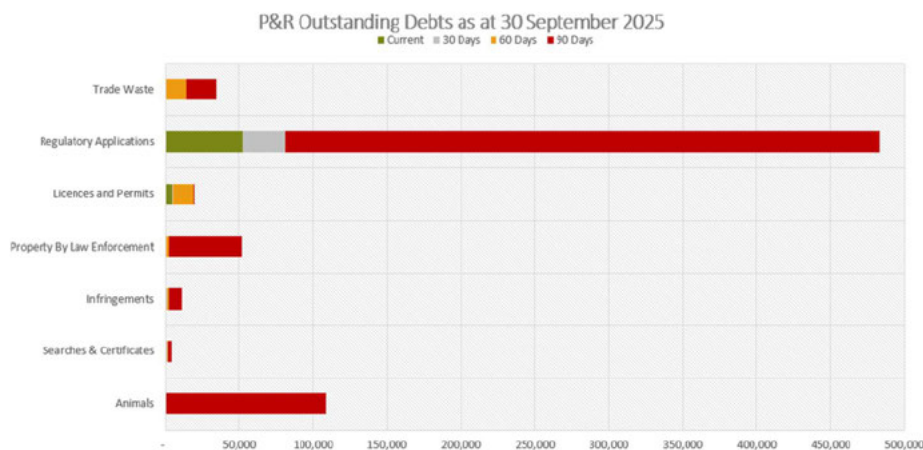


As at the 30 September 2025, the restricted cash balance was \$30.825m. Final restricted cash position is almost finalised and will be presented and updated for the next Council Meeting.

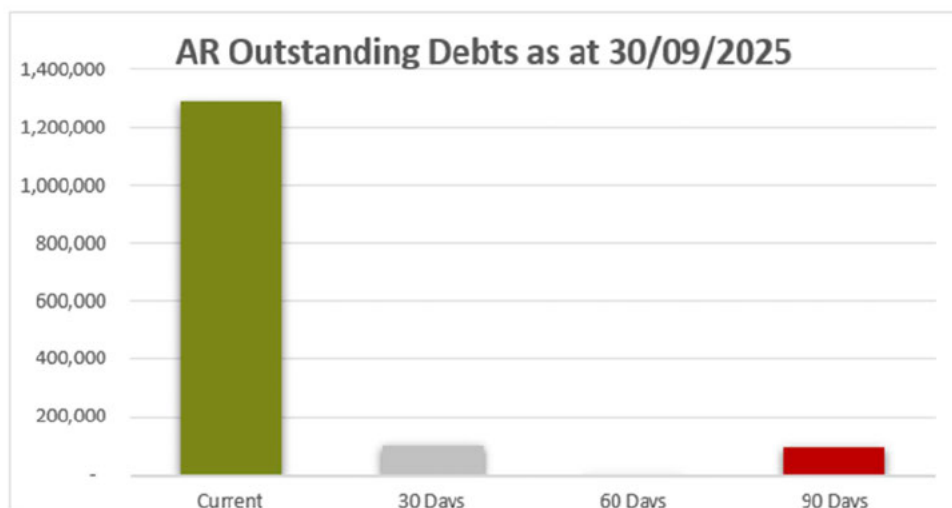
RESTRICTED CASH	Aug-25	Sep-25	Difference
Recurrent Expenditure	641,345	641,345	-
Future Capital Works	-	-	-
Roads	3,144,182	3,144,182	-
Buildings	3,557,986	3,557,986	-
Waste	5,240,252	5,240,252	-
Land	25,322	25,322	-
Plant & ICT	5,165,189	5,165,189	-
Water	5,293,421	5,293,421	-
Wastewater	5,564,340	5,564,340	-
Unspent - Developer Contributions	1,819,144	1,819,144	-
Unspent - Loan Funds	374,100	374,100	-
Total	30,825,281	30,825,281	-

2.1.2 Trade and Other Receivables

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



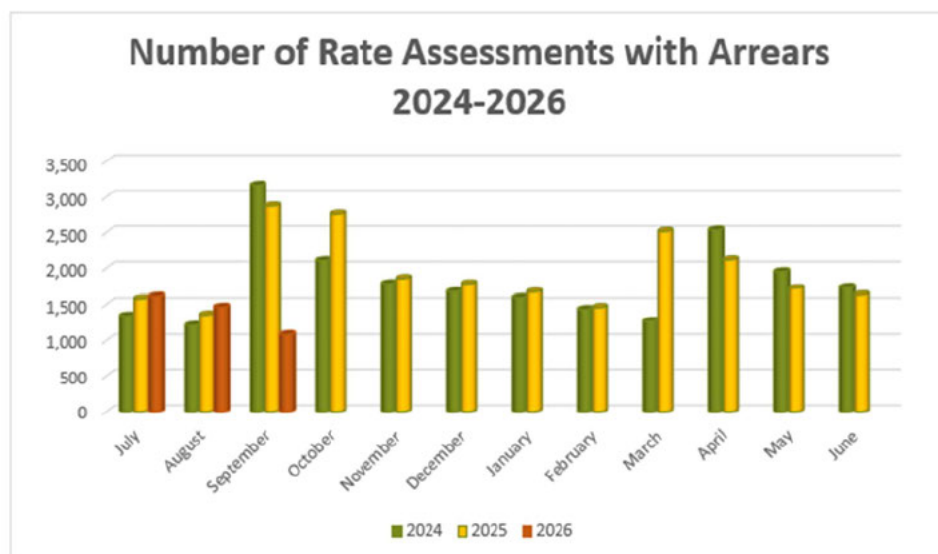
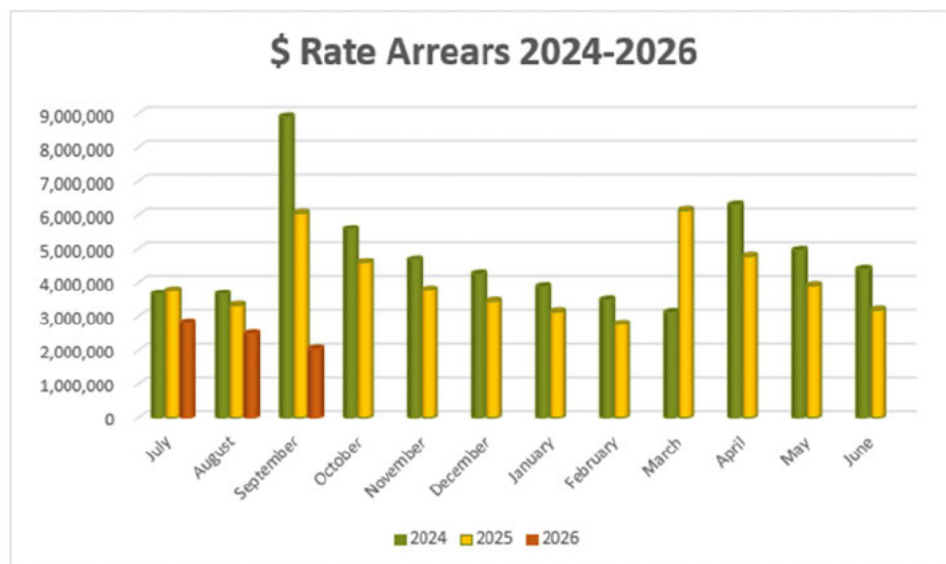
Property and Rating (P&R) debts shown above that are overdue by 90 days or more total \$591k, which is up from last month by \$3.6k (mostly due to developer applications). This amount is made up of \$108k in overdue animal registrations, \$58k being actively pursued by Council staff or determination on next steps are being investigated, \$50k can be recovered when properties are sold, and \$375k belong to developer contributions that will be finalised in the future.

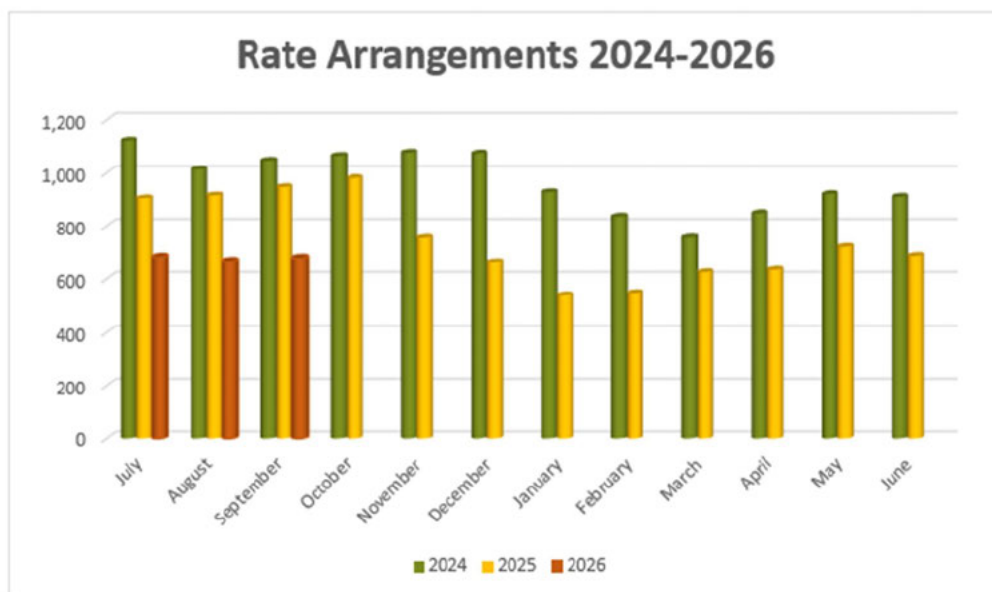
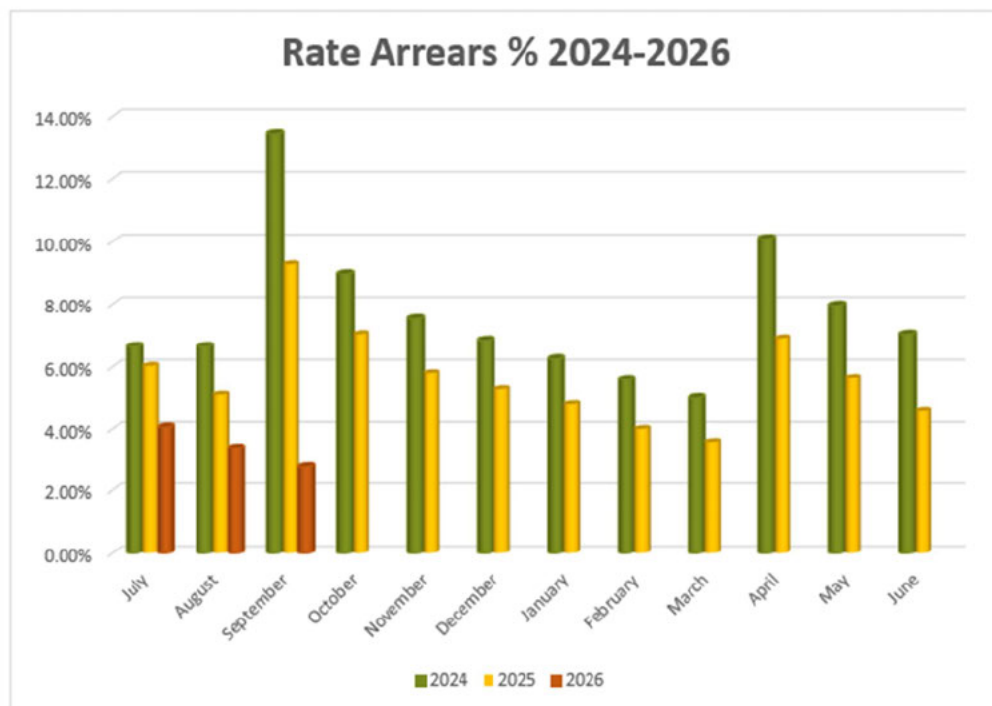


The AR outstanding debts 90+ days is currently \$96k (down from last month) being 6% of total AR outstanding debts.

A total of 47.31% of the value sitting in 90 days remains with debt collectors or have a payment arrangement with Council and the remaining 52.69% is being actively pursued by Council staff.

Rates in arrears as of 30 September 2025 is sitting at \$2.034m or 2.79% which is below the target arrears of 7%. There are currently 678 assessments with rate arrangements in place which accounts for 62.49% of the properties that are in arrears.





2.1.3 Inventories

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

2.2 Non-Current Assets

2.2.1 Trade and Other Receivables

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

2.2.2 Property, Plant and Equipment

The total capital original budget is \$42.824m (not including continued projects). Finance will be putting a report to Council during November to adopt the continued projects from the 2024/25 year which haven't been fully completed and will roll into the 2025/26 year.

2.2.3 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 BP Dam, which is currently due to end in 2051.

2.2.4 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.

2.3 Liabilities

2.3.1 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 RDO and TOIL.

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

Accounts Payable - Local Purchases 2025/2026

Report run: 08-Oct-2025

Town of Business	Town of Business Description	July 2025 Purchases	August 2025 Purchases	September 2025 Purchases
LOCAL				
	Total Local	2,493,252.40	2,901,913.24	1,683,136.84
OUTSIDE SBRC				
CHER	Cherbourg	135.00	0.00	0.00
DAL	Dalby	114,239.06	0.00	1,100.00
NEICOU	Neighbouring Council	81,146.42	97,145.03	92,570.60
OTHER	Other	3,224,545.93	3,583,769.37	1,602,260.63
YAR	Yarraman	29,324.88	30,051.60	29,940.60
	Total Other	3,449,391.29	3,710,966.00	1,725,871.83
	% Local Purchases	41.96%	43.88%	49.37%

2.3.2 Borrowings

All Council borrowings are with the Queensland Treasury Corporation (QTC). The balance as of 30 September 2025 was \$16,541,448 made up of borrowings in the following departments. The annual payment of \$4.06m was made in September.

Department	Borrowings
NRM & Parks	\$ 105,548
Finance	\$ -
Property	\$ 57,707
Economic Development	\$ 66,977
Environment & Waste	\$ 294,764
Infrastructure	\$ 6,028,537
Water & Wastewater	\$ 9,987,915
Total	\$ 16,541,448

2.3.3 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.

2.3.4 Provisions

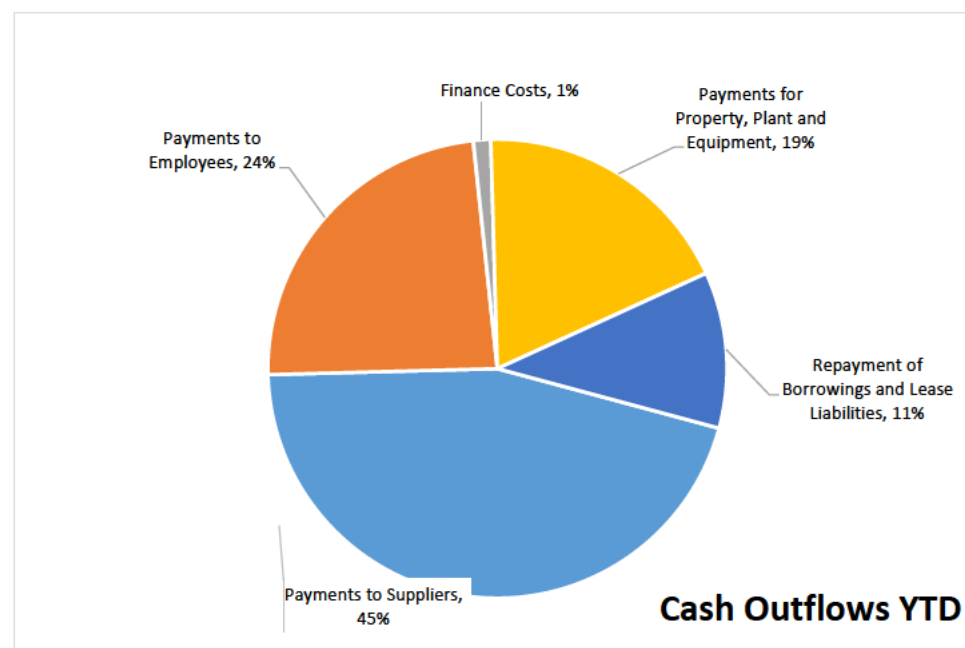
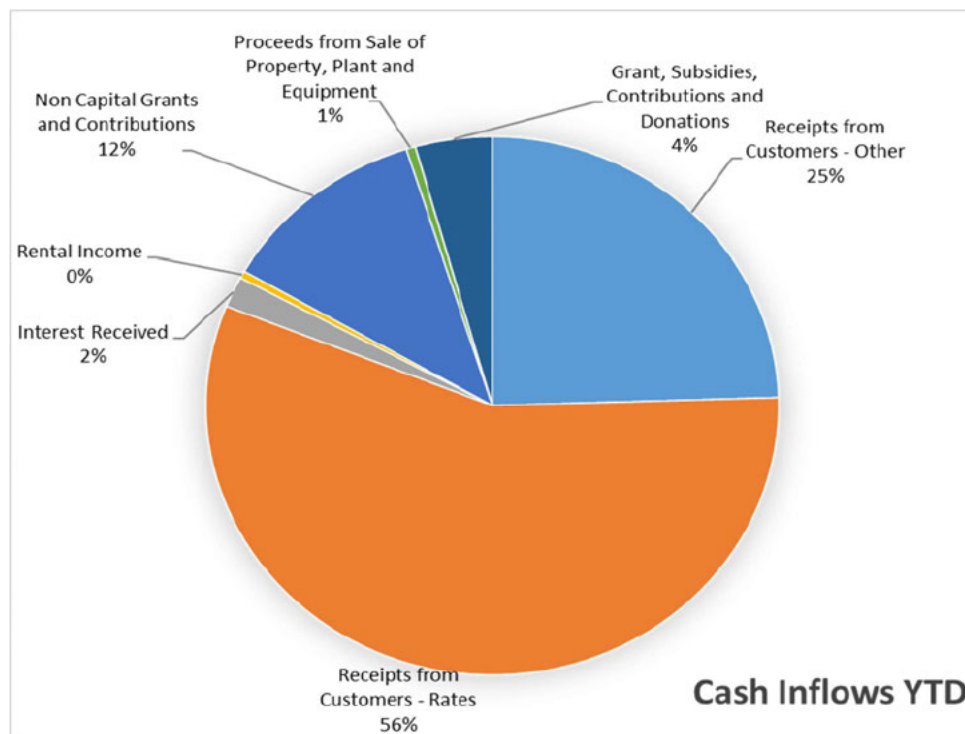
Provisions are made up of landfill and gravel pit expected restoration costs and employee annual leave and long service leave. Provisions will be impacted by discount rates and end of year calculations.

2.3.5 Other Liabilities

Other liabilities are made up of the State Waste Levy payment received in advance and prepaid rates. Council received upfront payments to cover the next four financial years' worth of State Waste Levy. The 2029/2030 State Waste Levy allocation will be paid to Council in 2025/2026.

3.0 Interim Cash Flow

Monthly Cashflow	July	Aug	Sept	YTD	Original Budget	YTD vs Original Budget %
Cash Flows from Operating Activities						
Receipts from Customers	\$3,995,366	\$5,556,254	\$17,395,846	\$26,947,466	\$88,342,384	31%
Payments to Suppliers and Employees	(\$15,871,930)	(\$10,641,560)	\$2,409,982	(\$24,103,508)	(\$73,687,020)	33%
	(\$11,876,563)	(\$5,085,306)	\$19,805,828	\$2,843,958	\$14,655,364	
Interest Received	\$233,438	\$206,831	\$177,037	\$617,306	\$3,058,000	20%
Rental Income	\$45,492	\$71,752	\$30,896	\$148,140	\$610,999	24%
Non Capital Grants and Contributions	\$32,353	\$3,071,621	\$822,155	\$3,926,129	\$8,011,411	49%
Finance Costs	(\$140,651)	(\$151,093)	(\$132,416)	(\$424,160)	(\$959,979)	44%
Net Cash Inflow (Outflow) from Operating Activities	(\$11,705,932)	(\$1,886,194)	\$20,703,500	\$7,111,374	\$25,385,795	28%
Cash Flows from Investing Activities						
Payments for Property, Plant and Equipment	(\$1,776,947)	(\$1,831,827)	(\$2,885,256)	(\$6,494,029)	(\$42,814,429)	15%
Payments for Intangible Assets	-	-	-	-	-	0%
Advances/(Repayments) of Loans and Advances	-	-	-	-	-	0%
Proceeds from Sale of Property, Plant and Equipment	\$8,409	\$1,909	\$162,830	\$173,148	\$414,000	41%
Grant, Subsidies, Contributions and Donations	-	\$1,226,206	\$215,293	\$1,441,499	\$12,416,015	12%
Net Cash Inflow (Outflow) from Investing Activities	(\$1,768,538)	(\$603,712)	(\$2,507,133)	(\$4,879,382)	(\$29,974,414)	16%
Cash Flows from Financing Activities						
Proceeds from Borrowings and Leasing Liabilities	-	-	-	-	-	0%
Repayment of Borrowings and Leasing Liabilities	\$77,733	\$77,733	(\$3,991,754)	(\$3,836,289)	(\$3,262,364)	118%
Net Cash Inflow (Outflow) from Financing Activities	\$77,733	\$77,733	(\$3,991,754)	(\$3,836,289)	(\$3,262,364)	118%
Cash and Cash Equivalents at the Beginning of the Period	\$65,450,482	\$52,051,745	\$49,641,572	\$65,450,482	\$65,288,161	
Net Increase (Decrease) in Cash and Cash Equivalents	(\$13,396,737)	(\$2,412,174)	\$14,204,612	(\$1,604,298)	(\$7,850,983)	
Cash and Cash Equivalents at the End of the Period	\$52,053,745	\$49,641,572	\$63,846,184	\$63,846,184	\$57,437,178	
Restricted Cash	\$30,825,281	\$30,825,281	\$30,825,281	\$30,825,281		
Cash Available for Use	\$21,228,464	\$18,816,291	\$33,020,903	\$33,020,903		
Minimum 3 month operating liquidity				(\$16,706,444)		



4.0 Interim Changes in Equity

	<i>Jul-25</i> \$	<i>Aug-25</i> \$	<i>Sep-25</i> \$	<i>YTD</i> \$
Asset Revaluation Surplus				
Opening Balance	746,130,823	746,130,823	746,130,823	746,130,823
Incl/(dec) in asset revaluation surplus	-	-	-	-
Closing Balance	746,130,823	746,130,823	746,130,823	746,130,823
Retained Surplus				
Opening Balance	461,707,721	458,304,845	490,197,045	461,707,721
Restricted Cash Released	-	-	-	-
Net Result	- 3,402,876	31,892,200	- 7,547,221	20,942,103
Closing Balance	458,304,845	490,197,045	482,649,824	482,649,824
Total Community Equity	1,204,435,668	1,236,327,868	1,228,780,646	1,228,780,646

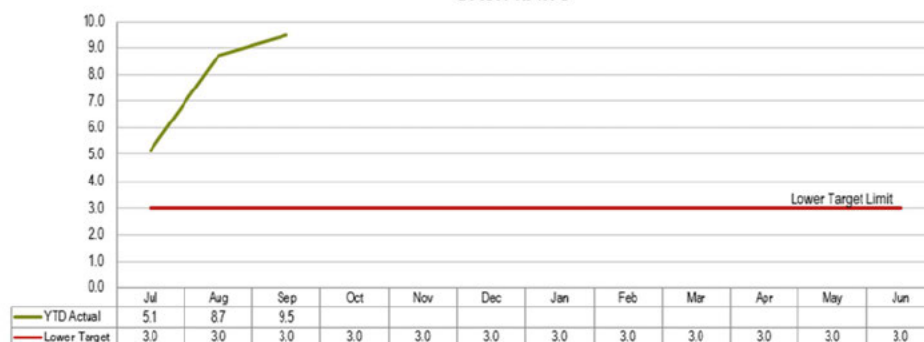
5.0 Financial Ratios

Key Performance Indicators - Monthly Reporting

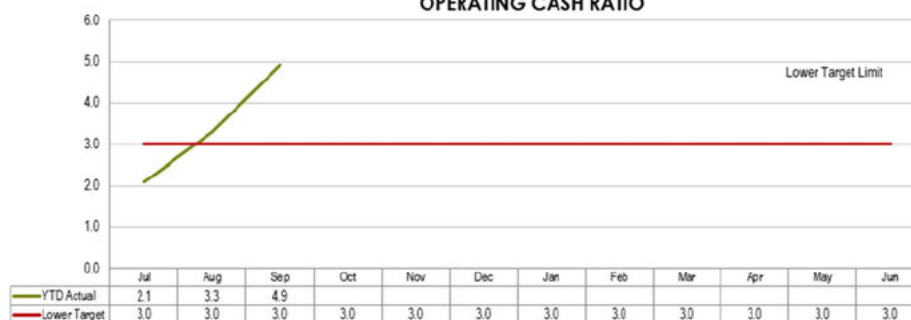
Ratio	Description	Formula	SBRC's Target	Status	Sep-25
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 3 months	✓	9.48
Operating Cash 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	✓	4.90
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	✓	2.85
Funded Long-Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non-Current Borrowings}}$	Target greater than or equal to 59%	✓	144.76%
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%	✓	2.06%
Cash Balance - \$M	Total Cash that Council held	Cash Held at Period End	Target greater than or equal to \$24M	✓	63.05
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non-Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	1.28%
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	0.57%

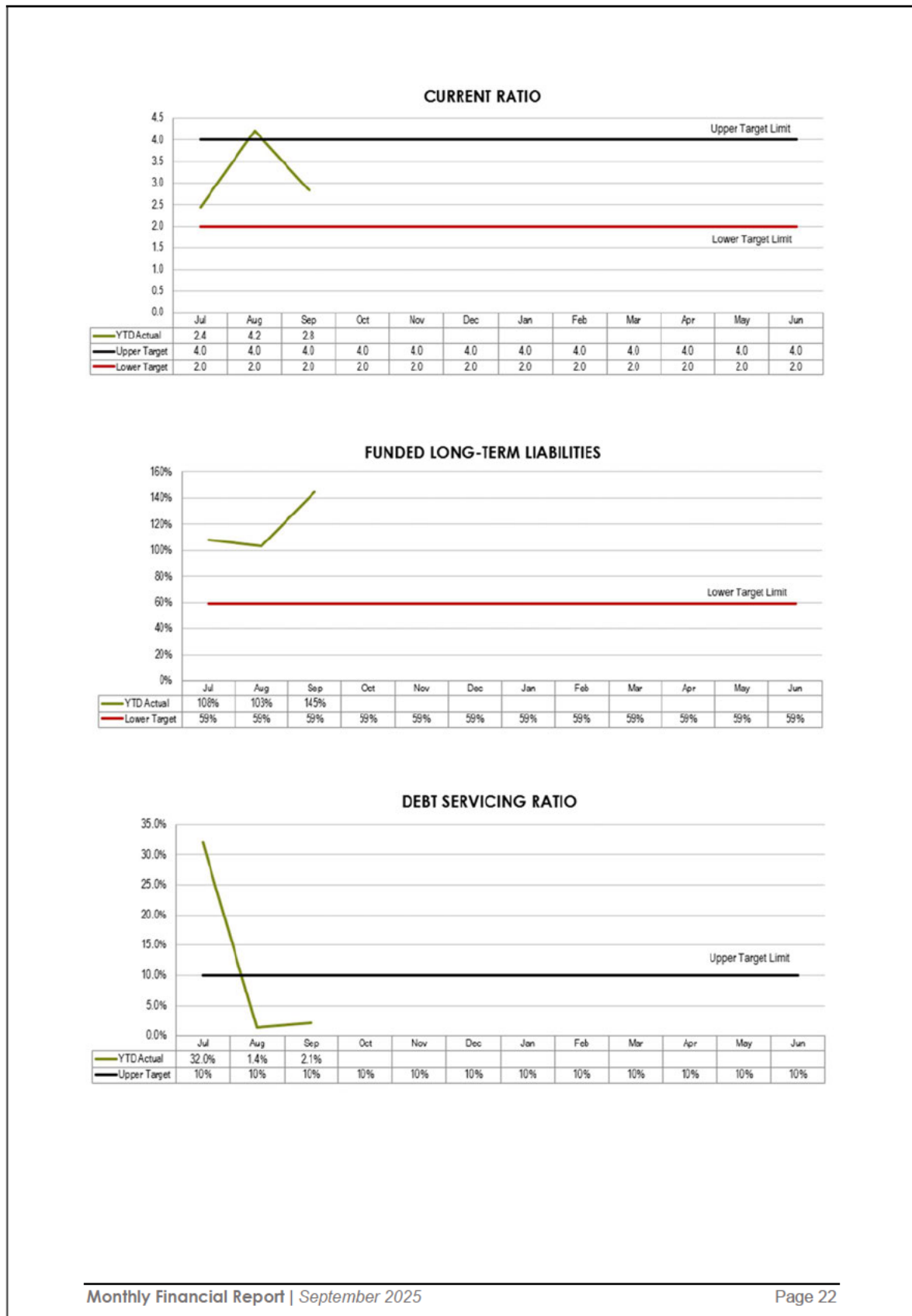
All ratios at the end of September are all within their respective targets.

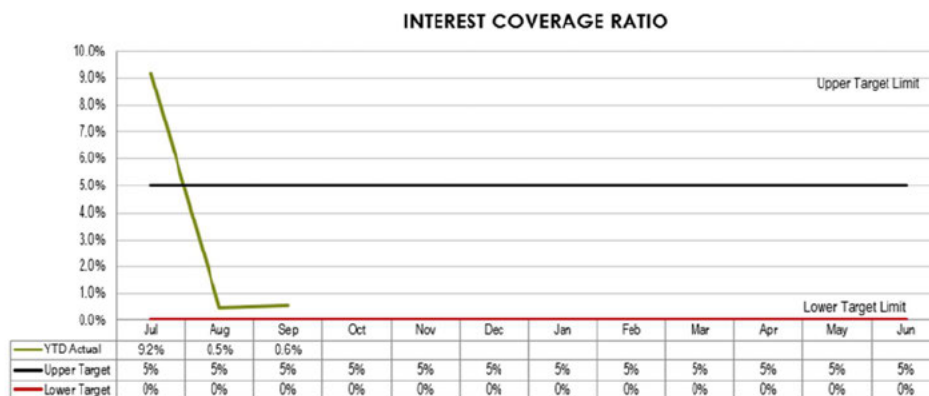
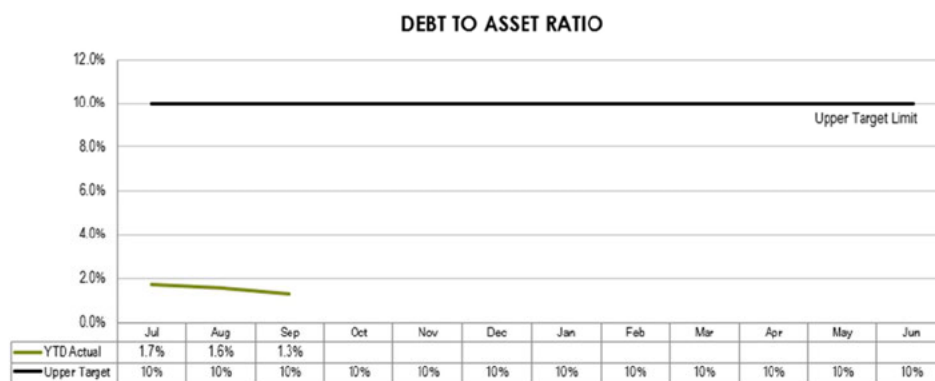
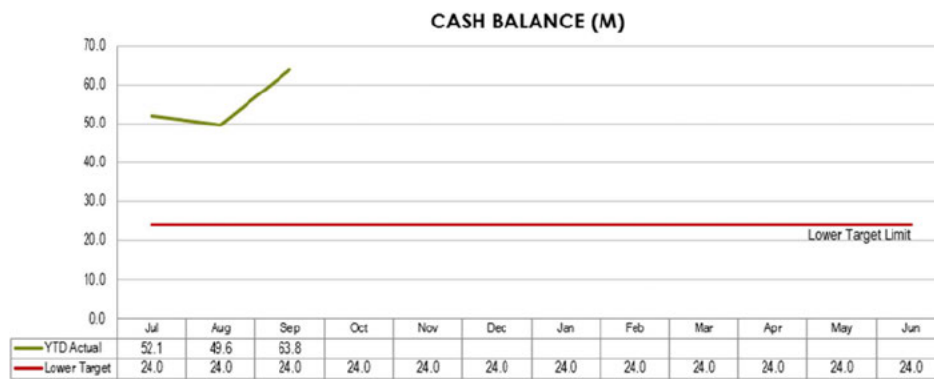
CASH RATIO



OPERATING CASH RATIO







6.0 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 2025/2026 to 2034/2035. The key objective of the long-term financial plan is to understand the Council's financial sustainability for the longer term while focusing on seeking to deliver operational surpluses and to achieve the Council's strategic outcomes as specified in the Corporate Plan.

The long-term financial forecast requires:

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

The Local Government must:

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

The below long term financial forecast is based off the original budget for the 2025/2026 year.

6.1 Income and Expenditure Statements

	Year 2 2026/2027	Year 3 2027/2028	Year 4 2028/2029	Year 5 2029/2030
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	\$ 66,464,097	\$ 69,524,803	\$ 72,294,419	\$ 75,197,210
Fees and Charges	\$ 6,595,840	\$ 6,705,416	\$ 6,814,671	\$ 6,920,241
Rental Income	\$ 631,162	\$ 647,570	\$ 664,407	\$ 681,017
Interest Received	\$ 3,105,350	\$ 3,133,281	\$ 3,151,938	\$ 3,168,036
Sales Revenue	\$ 3,718,800	\$ 3,815,489	\$ 3,914,692	\$ 4,012,558
Other Income	\$ 1,249,240	\$ 1,277,811	\$ 1,307,105	\$ 1,335,909
Grants, Subsidies, Contributions and Donations	\$ 8,047,256	\$ 8,007,349	\$ 8,110,046	\$ 8,207,512
	<u>\$ 89,811,745</u>	<u>\$ 93,111,719</u>	<u>\$ 96,257,278</u>	<u>\$ 99,522,483</u>
Capital Revenue				
Grants, Subsidies, Contribution and Donations	\$ 7,498,820	\$ 6,151,556	\$ 6,252,163	\$ 6,252,762
	<u>\$ 7,498,820</u>	<u>\$ 6,151,556</u>	<u>\$ 6,252,163</u>	<u>\$ 6,252,762</u>
Total Income	<u>\$ 97,310,565</u>	<u>\$ 99,263,275</u>	<u>\$ 102,509,441</u>	<u>\$ 105,775,245</u>
Expenses				
Recurrent Expenses				
Employee Benefits	\$ 29,786,731	\$ 30,532,070	\$ 31,296,065	\$ 32,078,476
Materials and Services	\$ 32,700,518	\$ 33,845,785	\$ 34,686,156	\$ 35,771,293
Finance Costs	\$ 1,261,416	\$ 1,555,470	\$ 2,150,577	\$ 1,824,169
Depreciation and Amortisation	\$ 28,249,148	\$ 28,813,969	\$ 29,299,556	\$ 29,747,003
	<u>\$ 91,997,814</u>	<u>\$ 94,847,293</u>	<u>\$ 97,432,354</u>	<u>\$ 99,420,941</u>
Capital Expense	<u>-\$ 420,000</u>	<u>-\$ 435,000</u>	<u>-\$ 420,000</u>	<u>-\$ 430,000</u>
Total Expense	<u>\$ 91,577,814</u>	<u>\$ 94,412,293</u>	<u>\$ 97,012,354</u>	<u>\$ 98,990,941</u>
Net Result	<u>\$ 5,732,751</u>	<u>\$ 4,850,982</u>	<u>\$ 5,497,087</u>	<u>\$ 6,784,304</u>
Net Operating Result	<u>-\$ 2,186,069</u>	<u>-\$ 1,735,574</u>	<u>-\$ 1,175,076</u>	<u>\$ 101,542</u>

	Year 6 2030/2031	Year 7 2031/2032	Year 8 2032/2033	Year 9 2033/2034	Year 10 2034/2035
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	\$ 78,233,581	\$ 79,967,162	\$ 81,978,711	\$ 84,516,121	\$ 87,239,340
Fees and Charges	\$ 7,033,446	\$ 7,149,485	\$ 7,268,422	\$ 7,390,334	\$ 7,515,295
Rental Income	\$ 698,042	\$ 715,493	\$ 733,380	\$ 751,714	\$ 770,507
Interest Received	\$ 3,184,537	\$ 3,201,450	\$ 3,218,786	\$ 3,236,556	\$ 3,254,770
Sales Revenue	\$ 4,112,871	\$ 4,215,693	\$ 4,321,086	\$ 4,429,113	\$ 4,539,841
Other Income	\$ 1,365,432	\$ 1,395,694	\$ 1,426,711	\$ 1,458,502	\$ 1,491,093
Grants, Subsidies, Contributions and Donations	\$ 8,307,415	\$ 8,409,817	\$ 8,514,776	\$ 8,622,360	\$ 8,732,636
	<u>\$ 102,935,324</u>	<u>\$ 105,054,794</u>	<u>\$ 107,461,872</u>	<u>\$ 110,404,700</u>	<u>\$ 113,543,482</u>
Capital Revenue					
Grants, Subsidies, Contribution and Donations	\$ 5,964,434	\$ 6,254,006	\$ 6,254,651	\$ 6,255,312	\$ 6,255,990
	<u>\$ 108,899,758</u>	<u>\$ 111,308,800</u>	<u>\$ 113,716,523</u>	<u>\$ 116,660,012</u>	<u>\$ 119,799,472</u>
Total Income					
	<u>\$ 108,899,758</u>	<u>\$ 111,308,800</u>	<u>\$ 113,716,523</u>	<u>\$ 116,660,012</u>	<u>\$ 119,799,472</u>
Expenses					
Recurrent Expenses					
Employee Benefits	\$ 32,880,447	\$ 33,702,452	\$ 34,545,017	\$ 35,408,643	\$ 36,293,858
Materials and Services	\$ 30,883,505	\$ 38,263,030	\$ 39,192,190	\$ 40,389,904	\$ 41,017,094
Finance Costs	\$ 1,713,792	\$ 1,528,674	\$ 1,485,904	\$ 1,463,825	\$ 1,410,832
Depreciation and Amortisation	\$ 30,000,440	\$ 30,262,851	\$ 30,454,082	\$ 30,662,089	\$ 30,883,515
	<u>\$ 101,478,244</u>	<u>\$ 103,757,613</u>	<u>\$ 105,677,193</u>	<u>\$ 107,924,521</u>	<u>\$ 110,205,899</u>
Capital Expense					
	-\$ 465,000	-\$ 440,000	-\$ 400,000	-\$ 412,000	-\$ 412,000
Total Expense					
	<u>\$ 101,013,244</u>	<u>\$ 103,317,613</u>	<u>\$ 105,277,193</u>	<u>\$ 107,512,521</u>	<u>\$ 109,793,899</u>
Net Result					
	<u>\$ 7,886,514</u>	<u>\$ 7,991,187</u>	<u>\$ 8,439,330</u>	<u>\$ 9,147,491</u>	<u>\$ 10,005,573</u>
Net Operating Result					
	<u>\$ 1,457,080</u>	<u>\$ 1,297,181</u>	<u>\$ 1,784,679</u>	<u>\$ 2,480,179</u>	<u>\$ 3,337,583</u>

6.2 Financial Position

	Estimate Year 0 2024/2025	Year 1 2025/2026	Year 2 2026/2027	Year 3 2027/2028	Year 4 2028/2029	Year 5 2029/2030
Assets						
Current Assets						
Cash and Cash Equivalents	\$ 66,288,161	\$ 57,437,178	\$ 60,908,710	\$ 58,337,523	\$ 57,369,907	\$ 62,921,024
Receivables	\$ 20,820,907	\$ 11,078,525	\$ 10,104,422	\$ 10,006,662	\$ 10,033,492	\$ 10,464,937
Inventories	\$ 1,004,965	\$ 994,965	\$ 984,965	\$ 974,965	\$ 964,965	\$ 954,965
Total Current Assets	\$ 87,114,033	\$ 69,510,668	\$ 71,998,097	\$ 69,319,151	\$ 68,368,364	\$ 74,340,926
Non-Current Assets						
Receivables - Non-Current	\$ 194,747	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure, Property, Plant and Equipment	\$ 1,177,837,804	\$ 1,193,318,557	\$ 1,201,231,175	\$ 1,213,767,394	\$ 1,216,894,994	\$ 1,214,023,080
Intangible Assets	\$ 704,562	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681
Right Of Use Assets	\$ 6,234,639	\$ 675,781	\$ 646,981	\$ 618,315	\$ 589,649	\$ 560,983
Total Non-Current Assets	\$ 1,184,771,772	\$ 1,200,221,019	\$ 1,208,104,839	\$ 1,220,612,391	\$ 1,223,681,317	\$ 1,220,810,746
Total Assets	\$ 1,271,885,805	\$ 1,269,731,687	\$ 1,280,102,935	\$ 1,289,931,572	\$ 1,292,049,680	\$ 1,295,151,672
Liabilities						
Current Liabilities						
Payables	\$ 26,882,188	\$ 19,984,729	\$ 19,481,787	\$ 19,529,088	\$ 19,578,475	\$ 19,630,276
Borrowings	\$ 3,202,365	\$ 3,415,839	\$ 3,322,833	\$ 3,785,750	\$ 3,854,913	\$ 4,040,858
Provisions	\$ 4,207,939	\$ 3,857,201	\$ 6,401,188	\$ 3,877,537	\$ 3,964,961	\$ 7,329,586
Unearned Revenue	\$ 2,968,685	\$ 2,968,685	\$ 2,978,685	\$ 2,988,685	\$ 2,998,685	\$ 3,008,685
Other Liabilities	\$ 1,479,842	\$ 1,540,243	\$ -	\$ -	\$ -	\$ -
Total Current Liabilities	\$ 38,791,019	\$ 31,766,697	\$ 32,184,494	\$ 30,181,059	\$ 30,397,034	\$ 34,009,406
Non-Current Liabilities						
Payables - Non-Current	\$ 734,119	\$ 711,416	\$ 688,212	\$ 664,348	\$ 639,804	\$ 614,559
Borrowings - Non-Current	\$ 17,115,373	\$ 13,699,535	\$ 20,176,703	\$ 26,890,954	\$ 23,036,041	\$ 18,995,183
Provisions - Non-Current	\$ 12,874,079	\$ 13,382,312	\$ 11,149,048	\$ 11,436,749	\$ 11,724,253	\$ 8,466,671
Other Liabilities - Non-Current	\$ 1,540,243	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 32,263,813	\$ 27,793,262	\$ 32,013,961	\$ 38,995,050	\$ 35,400,098	\$ 28,105,413
Total Liabilities	\$ 71,054,832	\$ 59,559,959	\$ 64,198,455	\$ 69,176,111	\$ 65,797,131	\$ 62,114,819
Net Assets	\$ 1,200,830,972	\$ 1,210,171,728	\$ 1,215,904,480	\$ 1,220,755,461	\$ 1,226,252,549	\$ 1,233,036,853
Equity						
Retained Earnings	\$ 465,466,871	\$ 474,807,627	\$ 480,540,379	\$ 485,391,380	\$ 490,888,448	\$ 497,672,752
Revaluation Reserve	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Total Equity	\$ 1,200,830,972	\$ 1,210,171,728	\$ 1,215,904,480	\$ 1,220,755,461	\$ 1,226,252,549	\$ 1,233,036,853

	Year 6 2030/2031	Year 7 2031/2032	Year 8 2032/2033	Year 9 2033/2034	Year 10 2034/2035
Assets					
Current Assets					
Cash and Cash Equivalents	\$ 62,763,283	\$ 69,019,964	\$ 77,605,430	\$ 89,012,035	\$ 100,384,148
Receivables	\$ 11,032,709	\$ 11,206,406	\$ 11,984,308	\$ 12,386,548	\$ 12,923,999
Inventories	\$ 944,965	\$ 934,965	\$ 924,965	\$ 914,965	\$ 914,965
Total Current Assets	\$ 74,740,957	\$ 81,161,335	\$ 90,514,703	\$ 102,313,548	\$ 114,123,112
Non-Current Assets					
Receivables - Non-Current	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure, Property, Plant and Equipment	\$ 1,214,366,331	\$ 1,215,301,637	\$ 1,213,443,895	\$ 1,210,136,001	\$ 1,207,411,850
Intangible Assets	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681	\$ 6,226,681
Right Of Use Assets	\$ 532,317	\$ 503,851	\$ 474,985	\$ 447,140	\$ 420,445
Total Non-Current Assets	\$ 1,221,125,329	\$ 1,222,031,969	\$ 1,220,145,561	\$ 1,216,809,822	\$ 1,214,058,984
Total Assets	\$ 1,295,866,287	\$ 1,303,193,304	\$ 1,310,660,264	\$ 1,319,123,370	\$ 1,328,182,096
Liabilities					
Current Liabilities					
Payables	\$ 19,681,522	\$ 19,736,522	\$ 19,789,072	\$ 19,843,301	\$ 19,900,515
Borrowings	\$ 819,027	\$ 861,332	\$ 905,811	\$ 952,641	\$ 1,001,926
Provisions	\$ 3,929,623	\$ 4,192,165	\$ 3,873,482	\$ 4,081,110	\$ 3,775,561
Other Liabilities	\$ 3,018,685	\$ 3,028,685	\$ 3,038,685	\$ 3,048,685	\$ 3,058,685
Total Current Liabilities	\$ 27,448,857	\$ 27,818,704	\$ 27,607,050	\$ 27,925,737	\$ 27,736,687
Non-Current Liabilities					
Payables - Non-Current	\$ 588,594	\$ 561,889	\$ 535,502	\$ 509,789	\$ 483,382
Borrowings - Non-Current	\$ 18,176,157	\$ 17,314,824	\$ 16,409,013	\$ 15,456,373	\$ 14,454,447
Provisions - Non-Current	\$ 8,729,311	\$ 8,583,333	\$ 8,754,814	\$ 8,730,096	\$ 9,000,633
Other Liabilities - Non-Current	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Current Liabilities	\$ 27,494,062	\$ 26,460,046	\$ 25,699,329	\$ 24,696,258	\$ 23,938,462
Total Liabilities	\$ 54,942,920	\$ 54,278,750	\$ 53,306,380	\$ 52,621,994	\$ 51,675,147
Net Assets	\$ 1,240,923,367	\$ 1,248,914,554	\$ 1,257,353,884	\$ 1,266,501,375	\$ 1,276,506,948
Equity					
Retained Earnings	\$ 505,559,266	\$ 513,550,453	\$ 521,989,783	\$ 531,137,274	\$ 541,142,847
Revaluation Reserve	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Total Equity	\$ 1,240,923,367	\$ 1,248,914,554	\$ 1,257,353,884	\$ 1,266,501,375	\$ 1,276,506,948

6.3 Cash Flow

	Year 2 2026/2027	Year 3 2027/2028	Year 4 2028/2029	Year 5 2029/2030
Cash Flows from Operating Activities				
<i>Receipts:</i>				
Receipts from Customers	\$ 82,785,230	\$ 85,302,280	\$ 88,203,297	\$ 91,211,420
Interest Received	\$ 3,105,350	\$ 3,133,281	\$ 3,151,938	\$ 3,168,036
Rental Income	\$ 631,162	\$ 647,570	\$ 664,407	\$ 681,017
Non-Capital Grants and Contributions	\$ 8,047,256	\$ 8,007,349	\$ 8,110,046	\$ 8,207,512
<i>Payments:</i>				
Payment to Suppliers	(\$ 68,456,930)	(\$ 70,899,608)	(\$ 69,997,120)	(\$ 72,225,184)
Borrowing Costs	(\$ 810,550)	(\$ 1,204,259)	(\$ 1,618,119)	(\$ 1,443,100)
Net Cash Provided (or Used) in Operating Activities	\$ 25,301,517	\$ 24,986,612	\$ 28,514,450	\$ 29,599,701
Cash Flows from Investing Activities				
<i>Receipts:</i>				
Proceeds from Sale of PPE	\$ 420,000	\$ 435,000	\$ 420,000	\$ 430,000
Grants, Subsidies, Contributions and Donations	\$ 7,498,820	\$ 6,151,556	\$ 6,252,163	\$ 6,252,762
<i>Payments:</i>				
Payments for PPE	(\$ 36,132,967)	(\$ 41,321,522)	(\$ 32,368,480)	(\$ 26,876,433)
Net Cash Provided (or Used) in Investing Activities	(\$ 28,214,147)	(\$ 34,734,966)	(\$ 25,696,317)	(\$ 20,193,671)
Cash Flows from Financing Activities				
<i>Receipts:</i>				
Proceeds from Borrowings	\$ 9,800,000	\$ 10,500,000	\$ -	\$ -
<i>Payments:</i>				
Repayments of Borrowings	(\$ 3,415,838)	(\$ 3,322,832)	(\$ 3,785,749)	(\$ 3,854,913)
Net Cash Provided (or Used) in Financing Activities	\$ 6,384,162	\$ 7,177,168	(\$ 3,785,749)	(\$ 3,854,913)
Net Increase/(Decrease) in Cash and Cash Equivalents	\$ 3,471,532	(\$ 2,571,186)	(\$ 967,617)	\$ 5,551,118
Cash and Cash Equivalents at Beginning of Period	\$ 57,437,178	\$ 60,908,710	\$ 58,337,523	\$ 57,369,907
Cash and Cash Equivalents at End of Period	\$ 60,908,710	\$ 58,337,523	\$ 57,369,907	\$ 62,921,024

	Year 6 2030/2031	Year 7 2031/2032	Year 8 2032/2033	Year 9 2033/2034	Year 10 2034/2035
Cash Flows from Operating Activities					
Receipts:					
Receipts from Customers	\$ 94,389,435	\$ 97,016,051	\$ 98,799,280	\$102,076,613	\$105,070,100
Interest Received	\$ 3,184,537	\$ 3,201,450	\$ 3,218,786	\$ 3,236,556	\$ 3,254,770
Rental Income	\$ 698,042	\$ 715,493	\$ 733,380	\$ 751,714	\$ 770,507
Non capital grants and contributions	\$ 8,307,415	\$ 8,409,817	\$ 8,514,776	\$ 8,622,360	\$ 8,732,636
Payments:					
Payment to Suppliers	(\$ 77,550,325)	(\$ 76,599,531)	(\$ 78,753,218)	(\$ 80,603,557)	(\$ 82,969,492)
Borrowing costs	(\$ 1,260,397)	(\$ 1,192,086)	(\$ 1,153,183)	(\$ 1,112,233)	(\$ 1,069,080)
Net Cash Provided (or Used) in Operating Activities	\$ 27,768,707	\$ 31,551,194	\$ 31,359,821	\$ 32,971,453	\$ 33,789,441
Cash Flows from Investing Activities					
Receipts:					
Proceeds from sale of FPE	\$ 465,000	\$ 440,000	\$ 400,000	\$ 412,000	\$ 412,000
Grants, subsidies ,contributions & donations	\$ 5,964,434	\$ 6,254,006	\$ 6,254,651	\$ 6,255,312	\$ 6,255,990
Payments:					
Payments for PPE	(\$ 30,315,025)	(\$ 31,169,491)	(\$ 28,567,674)	(\$ 27,326,350)	(\$ 28,132,677)
Net Cash Provided (or Used) in Investing Activities	(\$ 23,885,591)	(\$ 24,475,485)	(\$ 21,913,023)	(\$ 20,659,038)	(\$ 21,464,687)
Cash Flows from Financing Activities					
Receipts:					
Proceeds from Borrowings	\$ -	\$ -	\$ -	\$ -	\$ -
Payments:					
Repayments of borrowings	(\$ 4,040,857)	(\$ 819,027)	(\$ 861,332)	(\$ 905,810)	(\$ 952,641)
Net Cash Provided (or Used) in Financing Activities	(\$ 4,040,857)	(\$ 819,027)	(\$ 861,332)	(\$ 905,810)	(\$ 952,641)
Net Increase/(Decrease) in Cash and Cash Equivalents	(\$ 157,741)	\$ 6,256,681	\$ 8,585,466	\$ 11,406,605	\$ 11,372,113
Cash and Cash Equivalents at Beginning of Period	\$ 62,921,024	\$ 62,763,283	\$ 69,019,964	\$ 77,605,430	\$ 89,012,035
Cash and Cash Equivalents at End of Period	\$ 62,763,283	\$ 69,019,964	\$ 77,605,430	\$ 89,012,035	\$100,384,148

6.4 Changes in Equity

	Year 2 2026/2027	Year 3 2027/2028	Year 4 2028/2029	Year 5 2029/2030
Asset Revaluation Surplus				
Opening Balance	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Retained Surplus				
Opening Balance	\$ 474,807,627	\$ 480,540,379	\$ 485,391,360	\$ 490,888,448
Net Result	\$ 5,732,751	\$ 4,850,982	\$ 5,497,087	\$ 6,784,304
Closing Balance	\$ 480,540,379	\$ 485,391,360	\$ 490,888,448	\$ 497,672,752
Total Community Equity	\$ 1,215,904,480	\$ 1,220,755,461	\$ 1,226,252,549	\$ 1,233,036,853

	Year 6 2030/2031	Year 7 2031/2032	Year 8 2032/2033	Year 9 2033/2034	Year 10 2034/2035
Asset Revaluation Surplus					
Opening Balance	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Increase/(Decrease) in Asset Revaluation Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101	\$ 735,364,101
Retained Surplus					
Opening Balance	\$ 497,672,752	\$ 505,559,266	\$ 513,550,453	\$ 521,989,783	\$ 531,137,274
Net Result	\$ 7,886,514	\$ 7,991,187	\$ 8,439,330	\$ 9,147,491	\$ 10,005,573
Closing Balance	\$ 505,559,266	\$ 513,550,453	\$ 521,989,783	\$ 531,137,274	\$ 541,142,847
Total Community Equity	\$ 1,240,923,367	\$ 1,248,914,554	\$ 1,257,353,884	\$ 1,266,501,375	\$ 1,276,506,948

7.0 Investments

Council held \$64.87m in bank accounts on 30 September 2025. Out of this balance, 65.9% was held with QTC with an end of month interest rate of 4.03%, 33.3% was with Commonwealth Bank with an interest rate of 4.10% and the remaining 0.8% was sitting with Bendigo Bank with no interest rate identified at this stage.

Institution	Rating	Rate at 30/06/2025	Current Rate
QTC	A1+	4.53%	4.03%
CBA General Account (new)	A1+	4.35%	4.10%
CBA General Account	A1+	4.35%	4.10%

Investment Portfolio Report

as at 30/9/2025

	Financial Institution			TOTAL
	Queensland Treasury	Bendigo Bank	Commonwealth Bank of Australia	
Opening Investment Balance 1 July 2025	55,226,728	325,928	9,715,518	65,268,175
Interest Rate	4.03%	0.00%	4.10%	
Deposits	-	171,718	69,231,566	69,403,284
Redemptions	- 13,000,000	7,930	57,404,592	70,412,522
Balance	42,226,728	489,716	21,542,492	64,258,937
Interest Income	553,138	-	75,300	628,438
Admin Charge	- 15,171	1	-	15,171
Net Interest Income	537,967	1	75,300	613,267
Ending Investment Balance as at 30/9/2025	42,764,696	489,715	21,617,793	64,872,204
% to Portfolio	65.92%	0.75%	33.32%	
Short Term Rating	A1+	A2	A1+	
Individual Counter - Party Limit	100%	10%	30%	
Maximum Funds Limit	No Limit	\$20M	\$20M	

8.0 Works for Queensland Round 5 (W4Q5)

The Works for Queensland Round 5 has a total budget of \$8.44m with a grant period spanning from July 2024 to June 2027. Council has received a total of 50% of the grant funding (\$4.22m during October 2024) with these funds being posted as a contract liability in the balance sheet until funds have been used. As at 30 September 2025, Council had spent approximately \$1.92m.

9.0 Rates Update

During September 2025 the Rates Department have processed:

- 114 rates searches
- 7 rates requests
- 180 transfer of properties
- 41 amalgamations/splits
- 2 refunds processed
- 0 rate archive search

The rates notice for the period 1 July 2025 to 31 December 2025, was issued on 29 August 2025 and the discount period will end on 3 October 2025.

10.0 Grants Report

The full grants report is attached to this document. While the Finance team have endeavoured to ensure that the information is accurate and up to date, it is acknowledged that some of the data relating to grant completion due dates and other details may still need to be updated in the instances where extensions have been approved, or details have changed.

Recent Grant Activity Summary (6 months)
as at 30/09/2025

Grant Project Name	Grant Program	Grant Amount
New Grant Applications Lodged		
FarmFest and Iren + Clay for Youth	TRACC	\$ 66,000.00
Youth Council - Adulthood Starter Pack	FRRR ABC Heywire Innovators Grant	\$ 10,000.00
Mt Wooroolin Reservoir 3	LGSP Stage 2	\$ 1,322,880.00
Memerambi Barkers Creek Road Reseal	TMR Country Roads Connect Priority 1	\$ 1,823,000.00
Memerambi Gordonbrook Road Reseal	TMR Country Roads Connect Priority 2	\$ 4,140,000.00
Kingaroy Heritage Museum Significance Assessment	Community Heritage Grant	\$ 5,192.65
Subsidy program for Blackbutt Residents	Flying Fox Roost Management Grant	\$ 53,200.00
Boondooma Homestead Timber Windows and Doors Restoration	Community Sustainability Action Grant Round 9	\$ 50,000.00
Solar Infrastructure at six Council sites	Community Energy Upgrades Fund Round 2	\$ 243,726.00
Wooroolin Skate Park - Auspiced by Wooroolin Community Committee	Gambling Community Benefit Fund Round 124	\$ 100,000.00
South Burnett CCTV, Lighting and Fencing Upgrade	Secure Communities Partnerships	\$ 200,000.00
Exercise Equipment for Ros Gregor walking track - auspiced by NaTDA	Gambling Community Benefit Fund Round 124	\$ 100,000.00
Making Problem Battery Collection Simple	Local Government Battery Collection Program	\$ 91,769.00
Successful Grant Applications		
SES Vehicle Ford Ranger	SES Support Grant	\$ 71,314.31
SES Vehicle Ford Everest	SES Support Grant	\$ 67,831.73
Compliance Officer for 12 months	Local Government Illegal Dumping Partnership Program	\$ 90,000.00
New Tables, Bain Marie, and trolleys for Proston Town Hall	Gambling Community Benefit Fund Round 123	\$ 2,536.50
Design and Construction Mt Wooroolin Reservoir No 3	2024-28 LGSP Stage 2	\$ 1,322,880.00
Wondal Tree Replacement	Stronger Communities 9	\$ 9,600.00
FarmFest and Iren + Clay for Youth	TRACC	\$ 66,000.00
Memerambi Barkers Creek Road Reseal	TMR Country Roads Connect Priority 1	\$ 1,823,000.00
Kingaroy Heritage Museum Significance Assessment	Community Heritage Grant	\$ 5,193.00
Youth Council - Adulthood Starter Pack	FRRR ABC Heywire Innovators Grant	\$ 10,000.00
South Burnett CCTV, Lighting and Fencing Upgrade	Secure Communities Partnerships	\$ 200,000.00
Unsuccessful Grant Applications		
Optimising Energy Efficiency in Council Buildings	Community Energy Upgrades Fund Round 1	\$ 200,000.00
Kingaroy Trunk Main and Pump Station	Housing Support Program (HSP)	
Kingaroy Heights Reservoir	Housing Support Program (HSP)	
Kingaroy North Trunk Sewer Construction	Housing Support Program (HSP)	
Mt Wooroolin Reservoir 3	Housing Support Program (HSP)	
Solar power for Kingaroy Sewage Treatment Plant	Queensland Climate Resilient Councils	\$ 200,000.00
St John's School Parking Update	School Transport Infrastructure Program	\$ 395,553.60
Benarkin State School	School Transport Infrastructure Program	\$ 246,922.50
Proston State School	School Transport Infrastructure Program	\$ 262,075.00
Memerambi Gordonbrook Road Reseal	TMR Country Roads Connect Priority 2	\$ 4,140,000.00

2025/2026 Capex Report for Council

			FUNDING SOURCES							QUARTERLY REVIEWS				EXPENDITURE ACTUALS		
Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments	
Facilities																
Facilities - General																
007503	Property Advanced Designs 2025/2026	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	2,727.27	-	2,727.27	
Sub Activity Subtotal			100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	2,727.27	-	2,727.27	
Admin Office - Wonda																
007483	Wondai AdminOffice Upstairs Upgrade	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-	
Sub Activity Subtotal			70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-	
Admin Office - BButt																
007482	Bbutt Cust Serv Center & Library Counter	COUNCIL	-	85,000.00	-	-	-	-	85,000.00	85,000.00	-	85,000.00	-	-	-	
Sub Activity Subtotal			-	85,000.00	-	-	-	-	85,000.00	85,000.00	-	85,000.00	-	-	-	
Admin Office-Proston																
007409	Proston Admin/Library- Ceiling &Drainage	COUNCIL	-	-	-	-	-	-	-	-	-	-	2,500.00	54,852.97	57,352.97	
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	2,500.00	54,852.97	57,352.97	
Art Gallery - Wondai																
007485	Wondai Art Gallery - External repaint	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Sub Activity Subtotal			50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Depot - Murgon																
007486	Murgon Depot - replace perimeter fence	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Sub Activity Subtotal			50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Depot - Wondai																
007487	Wondai Depot - Insulation of lunch room	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Sub Activity Subtotal			50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
Hall - Kingaroy Town																
007489	KroyTownHallCarpark reseal&paver replac	COUNCIL	54,000.00	-	-	-	-	-	54,000.00	54,000.00	-	54,000.00	-	-	-	
Sub Activity Subtotal			54,000.00	-	-	-	-	-	54,000.00	54,000.00	-	54,000.00	-	-	-	
Hall - Murgon Town																
007488	Murgon Hall-Repair&reseal rear access Dr	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-	
Sub Activity Subtotal			40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-	
Hall - Wondai Memori																
007490	Wondai Town Hall - Re roof	COUNCIL	200,000.00	-	-	-	-	-	200,000.00	200,000.00	-	200,000.00	-	-	-	
Sub Activity Subtotal			200,000.00	-	-	-	-	-	200,000.00	200,000.00	-	200,000.00	-	-	-	
Hall - Durong																
007491	Durong Hall - Ramp replacement	COUNCIL	10,000.00	-	-	-	-	-	10,000.00	10,000.00	-	10,000.00	-	-	-	
Sub Activity Subtotal			10,000.00	-	-	-	-	-	10,000.00	10,000.00	-	10,000.00	-	-	-	
Museum - Boondooma H																
006892	Boondooma Homestead - Restoration	CSA	25,000.00	-	-	25,000.00	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-	
007420	Boondooma Caretakers Cottage Reroof	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	49,796.49	49,796.49	
Sub Activity Subtotal			25,000.00	-	-	25,000.00	-	-	50,000.00	50,000.00	-	50,000.00	-	49,796.49	49,796.49	
Swimming Pool - King																
007274	Kingaroy_Expansion joint_ repainting	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	12,896.87	12,896.87	
007276	Kingaroy pool replace filter media	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	33,880.00	33,880.00	
007498	Kingaroy Pool - Refurb toddler pool	COUNCIL	45,000.00	-	-	-	-	-	45,000.00	45,000.00	-	45,000.00	-	-	-	
Sub Activity Subtotal			45,000.00	-	-	-	-	-	45,000.00	45,000.00	-	45,000.00	-	46,776.87	46,776.87	
Swimming Pool - Murg																
007499	Murgon Pool - Vacuum	COUNCIL	22,500.00	-	-	-	-	-	22,500.00	22,500.00	-	22,500.00	-	-	-	
007500	Murgon Pool - Refurb toddler pool	COUNCIL	45,000.00	-	-	-	-	-	45,000.00	45,000.00	-	45,000.00	16,480.00	2,890.25	19,370.25	
Sub Activity Subtotal			67,500.00	-	-	-	-	-	67,500.00	67,500.00	-	67,500.00	16,480.00	2,890.25	19,370.25	
Swimming Pool - Nana																
007273	Nanango South Burnett Aquatic Centre	COUNCIL	-	-	-	-	-	-	-	-	-	-	73,240.00	-	73,240.00	
007417	SB Aquatic Centre - Pool Pod	HBN	-	-	-	-	-	-	-	-	-	-	52,339.59	341.80	52,681.39	
007497	South Burnett Aquatic Centre - Replace	COUNCIL	140,000.00	-	-	-	-	-	140,000.00	140,000.00	-	140,000.00	-	-	-	
Sub Activity Subtotal			140,000.00	-	-	-	-	-	140,000.00	140,000.00	-	140,000.00	125,579.59	341.80	125,921.39	
Tourism - King VIC																
007484	Kingaroy art gallery repaint internally	COUNCIL	15,000.00	-	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-	

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments
Sub Activity Subtotal			15,000.00	-	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
Public Conveniences															
007258	Kroy Glendon St Toilets_Old Health	COUNCIL	-	-	-	-	-	-	-	-	-	-	4,000.91	24,920.17	28,921.08
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	4,000.91	24,920.17	28,921.08
Sp/ground-Hivesville															
007501	Hivesville Sportsground - Dump Point	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
007530	W4Q5-D&C-HvilleSportsGrd-Upgrade/Shc	W4Q5	-	-	-	50,000.00	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-
Sub Activity Subtotal			40,000.00	-	-	50,000.00	-	-	90,000.00	90,000.00	-	90,000.00	-	-	-
SBRC Animal Housing															
007492	SBRC Animal Housing - Dangerous Dog E	COUNCIL	-	14,500.00	-	-	-	-	14,500.00	14,500.00	-	14,500.00	-	-	-
007493	SBRC Animal Housing - Repairs to Kennel	COUNCIL	-	15,000.00	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
007494	SBRC Animal Housing - Carpark/Driveway	COUNCIL	-	50,000.00	-	-	-	-	50,000.00	50,000.00	-	50,000.00	10,504.55	-	10,504.55
007495	SBRC Animal Housing - Switchboard Upgr	COUNCIL	-	5,000.00	-	-	-	-	5,000.00	5,000.00	-	5,000.00	-	5,131.03	5,131.03
007496	SBRC Animal Housing - CCTV Cameras	COUNCIL	-	15,000.00	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
Sub Activity Subtotal			-	99,500.00	-	-	-	-	99,500.00	99,500.00	-	99,500.00	10,504.55	5,131.03	15,635.58
W4Q Round 5															
007264	W4Q5-D&C-DurongHallSign&Shelter	W4Q5	-	-	-	-	-	-	-	-	-	-	1,500.00	356.00	1,856.00
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	1,500.00	356.00	1,856.00
Parks - Murgon															
007502	Kapernick Pk-Viewing Platform&DemoToil	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Sub Activity Subtotal			70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Public Conveniences															
007389	W4Q5-D&C-KumbiaDumpPoint	W4Q5	20,000.00	-	-	20,000.00	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
Sub Activity Subtotal			20,000.00	-	-	20,000.00	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
Arts															
007379	W4Q5-KRoy-PublicArt-RedAntVIC	W4Q5	-	-	-	-	-	-	-	-	-	-	-	89.40	89.40
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	89.40	89.40
Activity Total			1,046,500.00	184,500.00	-	95,000.00	-	-	1,326,000.00	1,326,000.00	-	1,326,000.00	163,292.32	185,154.98	348,447.30
Office															
Info Serv - ICT															
000379	Computer Infrastructure & Upgrade	COUNCIL	155,000.00	-	-	-	-	-	155,000.00	155,000.00	-	155,000.00	-	130,719.00	130,719.00
000381	Server Hardware	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-
000382	Photocopiers & Printers	COUNCIL	20,000.00	-	-	-	-	-	20,000.00	20,000.00	-	20,000.00	1,800.00	8,765.00	10,565.00
Sub Activity Subtotal			225,000.00	-	-	-	-	-	225,000.00	225,000.00	-	225,000.00	1,800.00	139,484.00	141,284.00
Activity Total			225,000.00	-	-	-	-	-	225,000.00	225,000.00	-	225,000.00	1,800.00	139,484.00	141,284.00
Fleet															
Plant & Fleet Manage															
006767	Plant and Fleet Replacement 2022/2023	COUNCIL	-	-	-	-	-	-	-	-	-	-	1,440.00	210,171.18	211,611.18
006876	Plant & Fleet Replacement 2023/2024	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,041,774.72	1,041,774.72
007121	Plant & Fleet Replacement 2024/2025	COUNCIL	-	-	-	-	-	-	-	-	-	-	3,095,849.37	802,554.25	3,898,403.62
007471	Plant & Fleet Replacement 2025/2026	COUNCIL	1,979,000.00	4,285,679.00	424,000.00	139,146.00	-	-	6,827,825.00	6,827,825.00	-	6,827,825.00	450,465.45	-	450,465.45
Sub Activity Subtotal			1,979,000.00	4,285,679.00	424,000.00	139,146.00	-	-	6,827,825.00	6,827,825.00	-	6,827,825.00	3,547,754.82	2,054,500.15	5,602,254.97
Activity Total			1,979,000.00	4,285,679.00	424,000.00	139,146.00	-	-	6,827,825.00	6,827,825.00	-	6,827,825.00	3,547,754.82	2,054,500.15	5,602,254.97
Commercial Enterprises															
Comm.Ent- General															
007523	CommEnterprises-Project/Plan/Design202	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
Sub Activity Subtotal			40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
Aerodrome - Kingaroy															
007135	Kroy Aerodrome - Septic System & Trench	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	22,872.40	22,872.40
007504	Kroy A/port Asset Refurb (Met BD&toilet)	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	2,978.88	2,978.88
007505	Kroy Aerodrome - Aerodrome Masterplan	COUNCIL	120,000.00	-	-	-	-	-	120,000.00	120,000.00	-	120,000.00	1,647.73	-	1,647.73
007506	Kingaroy Aerodrome - Flush markers	COUNCIL	25,000.00	-	-	-	-	-	25,000.00	25,000.00	-	25,000.00	-	-	-
Sub Activity Subtotal			195,000.00	-	-	-	-	-	195,000.00	195,000.00	-	195,000.00	1,647.73	25,851.28	27,499.01
Aerodrome - Wondai															
007507	Wondai Airport - extension to taxiway	COUNCIL	30,000.00	-	-	-	-	-	30,000.00	30,000.00	-	30,000.00	-	-	-
Sub Activity Subtotal			30,000.00	-	-	-	-	-	30,000.00	30,000.00	-	30,000.00	-	-	-
Cemeteries - Kingaro															
006774	CP - Taabinga Cemetery expansion	COUNCIL	-	-	-	-	-	-	-	-	-	-	17,072.72	-	17,072.72
007515	SBRC Cemeteries - New marquees	COUNCIL	6,000.00	-	-	-	-	-	6,000.00	6,000.00	-	6,000.00	-	-	-
007517	TaabingaCem DesignNewExpanse-incl.grt	COUNCIL	25,000.00	-	-	-	-	-	25,000.00	25,000.00	-	25,000.00	-	-	-

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments
007518	Taabinga Cemetery Int. Rd network-current	COUNCIL	150,000.00	-	-	-	-	-	150,000.00	150,000.00	-	150,000.00	-	-	-
Sub Activity Subtotal			181,000.00	-	-	-	-	-	181,000.00	181,000.00	-	181,000.00	17,072.72	-	17,072.72
Cemeteries - Nanango															
007516	SBRC Cemeteries - Signage	COUNCIL	25,000.00	-	-	-	-	-	25,000.00	25,000.00	-	25,000.00	-	-	-
007520	Nanango Cemetery Internal Road	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-	-	-
007521	Ngo Cemetery Plinths-new lawn cem exter	COUNCIL	20,000.00	-	-	-	-	-	20,000.00	20,000.00	-	20,000.00	-	-	-
Sub Activity Subtotal			145,000.00	-	-	-	-	-	145,000.00	145,000.00	-	145,000.00	-	-	-
Cemeteries - Wondai															
007519	Murgon Cemetery Survey & design new ar	COUNCIL	10,000.00	-	-	-	-	-	10,000.00	10,000.00	-	10,000.00	-	-	-
Sub Activity Subtotal			10,000.00	-	-	-	-	-	10,000.00	10,000.00	-	10,000.00	-	-	-
Cemeteries - Proston															
007522	Proston Cemetery - Boundary fence	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-	-	-
Sub Activity Subtotal			100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-	-	-
Priv Hos P&E Proj															
007508	Coolabunia Saleyards - Replace yards	COUNCIL	150,000.00	-	-	-	-	-	150,000.00	150,000.00	-	150,000.00	-	2,201.29	2,201.29
007509	Coolabunia Saleyards - Refurb toilet	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-	-	-
007510	Coolabunia Saleyards-Refurbcanteen&offic	COUNCIL	80,000.00	-	-	-	-	-	80,000.00	80,000.00	-	80,000.00	11,452.00	-	11,452.00
Sub Activity Subtotal			330,000.00	-	-	-	-	-	330,000.00	330,000.00	-	330,000.00	11,452.00	2,201.29	13,653.29
Saleyards - Coolabun															
006777	CP - Coolabunia Saleyards-Asset Upgrade	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,679.93	1,679.93
007137	Coolabunia Saleyards Security Fencing	COUNCIL	-	-	-	-	-	-	-	-	-	-	909.09	-	909.09
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	909.09	1,679.93	2,589.02
Tourism - Yallakool															
007141	BP Dam-Replace sliding doors/Security	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	4,375.00	4,375.00
007142	BP Dam - Dump point new enclosure fence	COUNCIL	-	-	-	-	-	-	-	-	-	-	545.45	1,165.39	1,710.84
007386	W4Q5-D&C-Moffatdale-BPDam2xCabins	W4Q5	-	-	-	400,000.00	-	-	400,000.00	400,000.00	-	400,000.00	-	-	-
007511	BPDam Refurb-paint toilets/BDs&kioskroof	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-	-	-
007512	BPDam - Security Systems	COUNCIL	25,000.00	-	-	-	-	-	25,000.00	25,000.00	-	25,000.00	-	12,988.96	12,988.96
Sub Activity Subtotal			75,000.00	-	-	400,000.00	-	-	475,000.00	475,000.00	-	475,000.00	545.45	18,529.35	19,074.80
Tourism - Lake Boon															
007140	Bdma Dam-Replace sliding doors/Security	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,950.00	1,950.00
007387	W4Q5-D&C-Proston-BoondoomaDam2xCi	W4Q5	-	-	-	400,000.00	-	-	400,000.00	400,000.00	-	400,000.00	-	-	-
007513	BDam-Bunkhouse area Rec space upgrad	COUNCIL	255,000.00	-	-	-	-	-	255,000.00	255,000.00	-	255,000.00	-	-	-
007514	BoondoomaDamCabins-repair/paint eave&	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Sub Activity Subtotal			325,000.00	-	-	400,000.00	-	-	725,000.00	725,000.00	-	725,000.00	-	1,950.00	1,950.00
Activity Total			1,431,000.00	-	-	800,000.00	-	-	2,231,000.00	2,231,000.00	-	2,231,000.00	31,626.99	50,211.85	81,838.84
Plant & Equipment															
General															
006856	DRFA Resilience DRFA - Gen Trailer	DRFA	-	-	-	-	-	-	-	-	-	-	363.64	-	363.64
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	363.64	-	363.64
Activity Total			-	-	-	-	-	-	-	-	-	-	363.64	-	363.64
Parks															
Parks & Gardens															
007381	W4Q5-D&C-Memerambi Playground	W4Q5	-	-	-	100,000.00	-	-	100,000.00	100,000.00	-	100,000.00	454.55	-	454.55
Sub Activity Subtotal			-	-	-	100,000.00	-	-	100,000.00	100,000.00	-	100,000.00	454.55	-	454.55
W4Q Round 5															
007265	W4Q5-D&C-WooroolinDaltonPkReplacem	W4Q5	-	-	-	20,000.00	-	-	20,000.00	20,000.00	-	20,000.00	-	-	-
Sub Activity Subtotal			-	-	-	20,000.00	-	-	20,000.00	20,000.00	-	20,000.00	-	-	-
Parks - Kingaroy															
007236	Refurbishment of Kingaroy Skate park	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	10,422.80	10,422.80
007240	Sofffall Replacement - Kingaroy	COUNCIL	-	126,485.38	-	-	-	-	126,485.38	126,485.38	-	126,485.38	14,000.91	32,170.00	46,170.91
007255	W4Q5-D&C-KRoyAdermannParkAmenities	W4Q5	-	-	-	-	-	-	-	-	-	-	-	64,754.35	64,754.35
007308	Kroy Memorial Park-Playground CCTV	COUNCIL	-	-	-	-	-	-	-	-	-	-	12,250.20	-	12,250.20
007524	RegionalParksRefurbish-asset replacemer	COUNCIL	30,000.00	-	-	-	-	-	30,000.00	30,000.00	-	30,000.00	-	-	-
007526	All towns replace playground gates	COUNCIL	107,000.00	-	-	-	-	-	107,000.00	107,000.00	-	107,000.00	2,712.96	-	2,712.96
Sub Activity Subtotal			137,000.00	126,485.38	-	-	-	-	263,485.38	263,485.38	-	263,485.38	28,964.07	107,347.15	136,311.22
Parks - Nanango															
007083	MIIFF-Amenities Block Nanango Butter Fa	MIIFF	-	-	-	-	-	-	-	-	-	-	1,500.00	-	1,500.00
007244	Sofffall Replacement - Nanango	COUNCIL	-	21,684.79	-	-	-	-	21,684.79	21,684.79	-	21,684.79	-	-	-
Sub Activity Subtotal			-	21,684.79	-	-	-	-	21,684.79	21,684.79	-	21,684.79	1,500.00	-	1,500.00

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments
Parks - Blackbutt															
007239	Blackbutt signage	COUNCIL	-	15,000.00	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
007527	Benarkin Park, Flying Fox swing	COUNCIL	85,000.00	-	-	-	-	-	85,000.00	85,000.00	-	85,000.00	50,784.95	-	50,784.95
Sub Activity Subtotal			85,000.00	15,000.00	-	-	-	-	100,000.00	100,000.00	-	100,000.00	50,784.95	-	50,784.95
Parks - Murgon															
007241	Softfall Replacement - Murgon	COUNCIL	45,000.00	-	-	-	-	-	45,000.00	45,000.00	-	45,000.00	27,941.00	8,624.25	36,565.25
007254	MIFF-Amenities Block Murgon R&Y Park	MIFF	-	-	-	-	-	-	-	-	-	-	-	1,304.82	1,304.82
007528	Murgon Dog Park Fence	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	23,654.84	1,306.18	24,961.02
Sub Activity Subtotal			85,000.00	-	-	-	-	-	85,000.00	85,000.00	-	85,000.00	51,595.84	11,235.25	62,831.09
Parks - Wondai															
007242	Softfall Replacement - Wondai	COUNCIL	-	25,000.00	-	-	-	-	25,000.00	25,000.00	-	25,000.00	-	-	-
007391	W4Q5-D&C-Wondai Playground Renewal	W4Q5	290,000.00	60,000.00	-	200,000.00	-	-	550,000.00	550,000.00	-	550,000.00	-	-	-
Sub Activity Subtotal			290,000.00	85,000.00	-	200,000.00	-	-	575,000.00	575,000.00	-	575,000.00	-	-	-
Parks - Proston															
007525	Proston Railway Park shade sail	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	26,500.00	5,747.76	32,247.76
Sub Activity Subtotal			40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	26,500.00	5,747.76	32,247.76
Rail Trails															
006936	DRFA Kingaroy-Murgon Rail Trail Crossing	DRFA	-	-	-	-	-	-	-	-	-	-	73,312.53	1,279.40	74,591.93
007026	DTIS - King-Mur Rail Trail Pavement/Cross	DTIS	-	-	-	-	-	-	-	-	-	-	7,529.12	-	7,529.12
007393	W4Q5 - SB Rail Trail Public Art Plan	W4Q5	-	-	-	40,000.00	-	-	40,000.00	40,000.00	-	40,000.00	-	-	-
007529	Tingoor Rail Trail Timber Bridge Repair	COUNCIL	15,000.00	-	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
Sub Activity Subtotal			15,000.00	-	-	40,000.00	-	-	55,000.00	55,000.00	-	55,000.00	80,841.65	1,279.40	82,121.05
General															
007238	Priority Playground Audit_replacement	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	18,399.50	18,399.50
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	18,399.50	18,399.50
Activity Total			652,000.00	248,170.17	-	360,000.00	-	-	1,260,170.17	1,260,170.17	-	1,260,170.17	240,641.06	144,009.06	384,650.12
Roads															
Grav Resheet															
007372	W4Q5-D&C-Nngo-BurnettSt-AlanDownieF	W4Q5	-	-	-	204,474.00	-	-	204,474.00	204,474.00	-	204,474.00	13,020.77	3,483.89	16,504.66
007421	Taromeo - Old Esk Road Resheeting	COUNCIL	-	-	-	-	-	-	-	-	-	-	9,279.55	235,963.80	245,243.35
007472	Gravel Resheeting Program 25/26	COUNCIL	50,000.00	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	13,079.17	-	13,079.17
007477	Shoulder resheeting Prg (Kearney's Rd)	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	13,079.20	-	13,079.20
Sub Activity Subtotal			150,000.00	-	-	204,474.00	-	-	354,474.00	354,474.00	-	354,474.00	48,458.69	239,447.69	287,906.38
Pavement Rehab															
005479	Niagara Road (Wind Farm)	COUNCIL	-	-	-	-	-	-	-	-	-	-	16,933.39	-	16,933.39
007293	Major Mechanical Repairs 24/25	COUNCIL	-	-	-	-	-	-	-	-	-	-	36,036.50	-	36,036.50
007294	RTR-Tingoor Chelmsford Rd-Stage 2	RTR	-	-	-	1,000,000.00	-	-	1,000,000.00	1,000,000.00	-	1,000,000.00	195,378.08	510,586.58	705,964.66
007297	W4Q5-D&C-Kingaroy-AliceSt-RoadRehab	W4Q5	-	-	-	-	-	-	-	-	-	-	196,388.31	106,801.90	303,190.21
007474	Major Mechanical Repairs 25/26	COUNCIL	875,000.00	880,000.00	-	-	-	-	1,755,000.00	1,755,000.00	-	1,755,000.00	13,079.18	-	13,079.18
007476	Blackbutt-Crows Nest Rd widening	TIDS	1,393,124.00	-	-	606,876.00	-	-	2,000,000.00	2,000,000.00	-	2,000,000.00	13,020.77	10,385.81	23,406.58
Sub Activity Subtotal			2,268,124.00	880,000.00	-	1,606,876.00	-	-	4,755,000.00	4,755,000.00	-	4,755,000.00	470,836.23	627,774.29	1,098,610.52
Footpaths & Cycleway															
007281	W4Q5-D&C-NngoCBD-(Fitzroy-Palace) FF	W4Q5	-	-	-	-	-	-	-	-	-	-	1,909.09	1,120.16	3,029.25
007283	W4Q5-D&C-BunyaAv(Dandabah Carpark)	W4Q5	-	-	-	70,000.00	-	-	70,000.00	70,000.00	-	70,000.00	13,020.79	-	13,020.79
007284	W4Q5-D&C-Murgon-LambSt-FP	W4Q5	-	-	-	-	-	-	-	-	-	-	-	1,720.44	1,720.44
007299	SAFEST-(TIDS)-Kingaroy-TessmannsRd 2	TIDS	-	-	-	-	-	-	-	-	-	-	12,705.14	5,132.49	17,837.63
007480	Tessmans Rd Kingaroy - New FTPath 25/2	SAFEST	338,673.00	-	-	121,327.00	-	-	460,000.00	460,000.00	-	460,000.00	13,020.79	-	13,020.79
Sub Activity Subtotal			338,673.00	-	-	191,327.00	-	-	530,000.00	530,000.00	-	530,000.00	40,655.81	7,973.09	48,628.90
Pedestrian Crossing															
007118	STIP-Nanango SHS- Ped Crossing/FP	STIP	-	-	-	-	-	-	-	-	-	-	22,058.80	592.73	22,651.53
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	22,058.80	592.73	22,651.53
Concrete Medians															
007373	W4Q5-D&CKroyYoungmanSt(AlbertEmgc)	W4Q5	-	-	-	217,452.00	-	-	217,452.00	217,452.00	-	217,452.00	-	20,038.96	20,038.96
007382	W4Q5-D&C-KingaroyMedians	W4Q5	-	-	-	77,714.00	-	-	77,714.00	77,714.00	-	77,714.00	13,020.78	-	13,020.78
Sub Activity Subtotal			-	-	-	295,166.00	-	-	295,166.00	295,166.00	-	295,166.00	13,020.78	20,038.96	33,059.74
Bitumen Resealing															
007107	W4Q5-D&C-Boole-Radunzs Rd-Reseal	W4Q5	-	-	-	-	-	-	-	-	-	-	-	251.00	251.00
007109	Kingaroy-Industrial Ave Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	5,599.44	5,599.44
007157	Nanango-Gipps St-Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	999.46	999.46
007158	Boole-Hillsdale Rd-Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	17,222.80	17,222.80
007164	Boole-Malar Road-Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	5,581.00	5,581.00
007167	Winderamorgans Road-Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	82,059.61	85,159.11	167,218.72
007214	Winderam-Wilsons Rd-Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	365,664.65	384,891.06	750,555.71

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments
007473	Bitumen Reseal/Rehabilitation Prg 25/26	TIDS	1,823,761.00	-	-	3,269,524.00	-	-	5,093,285.00	5,093,285.00	-	5,093,285.00	13,079.18	5,052.51	18,131.69
007537	Swains Road Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	15,611.40	52.80	15,664.20
007545	Hart Street Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	718.20	718.20
007553	Stubbs Armstrong Road Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	4,997.80	4,997.80
007557	Haly Creek Road Reseal	COUNCIL	-	-	-	-	-	-	-	-	-	-	65,317.36	1,028.50	66,345.86
Sub Activity Subtotal			1,823,761.00	-	-	3,269,524.00	-	-	5,093,285.00	5,093,285.00	-	5,093,285.00	541,732.20	611,553.68	1,053,285.88
General															
006969	Advanced Design 23/24	COUNCIL	-	-	-	-	-	-	-	-	-	-	13,726.84	9,109.30	22,836.14
007117	Advanced Design 24/25	COUNCIL	-	-	-	-	-	-	-	-	-	-	22,918.74	88,797.56	111,716.30
007286	W4Q5-D&C-Boyneside-BilboaRd-Windfarr	W4Q5	-	-	-	-	-	-	-	-	-	-	-	6,044.55	6,044.55
007296	W4Q5-Design-Bbutt-Morris-St-RoadSeal	W4Q5	-	-	-	829,125.00	-	-	829,125.00	829,125.00	-	829,125.00	185,728.89	282,211.05	467,939.94
007328	W4Q5-Murgon-Gore St-PWD	W4Q5	-	-	-	-	-	-	-	-	-	-	-	2,417.53	2,417.53
007478	Works Advance Design 2025/2026	COUNCIL	300,000.00	-	-	-	-	-	300,000.00	300,000.00	-	300,000.00	21,816.60	14,235.15	36,051.75
007479	Emulsion tanks	COUNCIL	250,000.00	-	-	-	-	-	250,000.00	250,000.00	-	250,000.00	-	-	-
Sub Activity Subtotal			550,000.00	-	-	829,125.00	-	-	1,379,125.00	1,379,125.00	-	1,379,125.00	244,191.07	402,815.14	647,006.21
Urban Drainage															
007288	W4Q5-D&C-Kingaroy-MoodynaSt-Kerb&Ch	W4Q5	-	-	-	-	-	-	-	-	-	-	-	3,158.32	3,158.32
007289	W4Q5-D&C-Crawford-Siefert-St-Drainage	W4Q5	-	-	-	-	-	-	-	-	-	-	-	1,237.67	1,237.67
007481	Murgon CBD Stormwater upgrade - Kerb&	COUNCIL	450,000.00	-	-	-	-	-	450,000.00	450,000.00	-	450,000.00	13,020.78	-	13,020.78
Sub Activity Subtotal			450,000.00	-	-	-	-	-	450,000.00	450,000.00	-	450,000.00	13,020.78	4,395.99	17,416.77
FD & Complimentary															
006813	EV03 Betterment Mondure Crossing Road	QRA	-	-	-	-	-	-	-	-	-	-	1,426.18	454,481.84	455,908.02
006988	Arthur Street East Complimentary works	COUNCIL	-	-	-	-	-	-	-	-	-	-	277,141.35	-	277,141.35
007041	EV01 Betterment Finnmores Road	QRA	-	-	-	-	-	-	-	-	-	-	370,934.39	120,278.02	491,212.41
007042	EV01 Betterment Greenview Road	QRA	-	-	-	-	-	-	-	-	-	-	159.17	-	159.17
007043	EV01 Betterment Hogs Road	QRA	-	-	-	-	-	-	-	-	-	-	249.65	-	249.65
007044	EV01 Betterment Ironpot Road	QRA	-	-	-	-	-	-	-	-	-	-	375.80	19,399.00	19,774.80
007045	EV01 Betterment Jerrards Road	QRA	-	-	-	-	-	-	-	-	-	-	1,227.10	-	1,227.10
007046	EV01 Betterment Kings Bridge Road	QRA	-	-	-	-	-	-	-	-	-	-	1,006.95	-	1,006.95
007047	EV01 Betterment Lamberds Road	QRA	-	-	-	-	-	-	-	-	-	-	363.90	9,926.50	10,290.40
007048	EV01 Betterment M'Well Upper Yarraman	QRA	-	-	-	-	-	-	-	-	-	-	194.82	8,324.00	8,518.82
007049	EV01 Betterment Manumbar Road	QRA	-	-	-	-	-	-	-	-	-	-	-	125,107.72	125,107.72
007050	EV01 Betterment Nords Road	QRA	-	-	-	-	-	-	-	-	-	-	367.88	-	367.88
007051	EV01 Betterment Old Wondal Road	QRA	-	-	-	-	-	-	-	-	-	-	375.77	8,350.00	8,725.77
007052	EV01 Betterment Parkers Road	QRA	-	-	-	-	-	-	-	-	-	-	363.88	-	363.88
007053	EV01 Betterment Pedersens Road	QRA	-	-	-	-	-	-	-	-	-	-	415.42	-	415.42
007054	EV01 Betterment Recreation Drive	QRA	-	-	-	-	-	-	-	-	-	-	355.97	100,648.60	101,004.57
007055	EV01 Betterment Smiths Road Inverlaw	QRA	-	-	-	-	-	-	-	-	-	-	261.52	113,332.10	113,593.62
007056	EV01 Betterment Trentham Lane	QRA	-	-	-	-	-	-	-	-	-	-	361.90	-	361.90
007057	EV01 Betterment Trouts Road	QRA	-	-	-	-	-	-	-	-	-	-	344.08	64,524.97	64,869.05
007058	EV03 Betterment Arthur Street East	QRA	-	-	-	-	-	-	-	-	-	-	260.53	11,325.50	11,586.03
007059	EV03 Betterment Nords Road	QRA	-	-	-	-	-	-	-	-	-	-	361.90	-	361.90
007060	EV03 Betterment Tim Dwyer Road	QRA	-	-	-	-	-	-	-	-	-	-	542.55	26,920.00	27,462.55
007061	EV03 Betterment Weeks Road	QRA	-	-	-	-	-	-	-	-	-	-	48,290.62	8,381.02	56,671.64
007062	EV04 Betterment Manar Road	QRA	-	-	-	-	-	-	-	-	-	-	716.88	-	716.88
007063	EV04 Betterment Magee Road	QRA	-	-	-	-	-	-	-	-	-	-	542.55	5,639.00	6,181.55
007064	EV04 Betterment Walkers Road	QRA	-	-	-	-	-	-	-	-	-	-	396.60	-	396.60
007065	EV04 Betterment Kearneys Road	QRA	-	-	-	-	-	-	-	-	-	-	347.38	-	347.38
007066	EV04 Betterment Hodges Road	QRA	-	-	-	-	-	-	-	-	-	-	335.50	-	335.50
007067	EV04 Betterment Goldsworthy Road	QRA	-	-	-	-	-	-	-	-	-	-	360.92	-	360.92
007086	EVO_Project Mgmt_QRA Funded Betterm	QRA	-	-	-	-	-	-	-	-	-	-	-	47,978.50	47,978.50
007306	Back Creek Rd -Comp Works Gravel reshi	COUNCIL	-	-	-	-	-	-	-	-	-	-	8,727.27	-	8,727.27
007438	Farrers Road - Gravel Resheet Comp Wor	COUNCIL	-	-	-	-	-	-	-	-	-	-	115,898.94	23,837.99	139,736.93
007439	Borcharts Road Gravel Resheet Comp Wo	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	25,197.71	25,197.71
007475	Complimentary Works 25/26	COUNCIL	875,000.00	-	-	-	-	-	875,000.00	875,000.00	-	875,000.00	13,020.78	-	13,020.78
Sub Activity Subtotal			875,000.00	-	-	-	-	-	875,000.00	875,000.00	-	875,000.00	845,728.15	1,173,652.47	2,019,380.62
Activity Total			6,455,558.00	880,000.00	-	6,396,492.00	-	-	13,732,050.00	13,732,050.00	-	13,732,050.00	2,239,702.51	2,988,244.04	5,227,946.55
Water Services															
Tourism - Yallakool															
007456	YallakoolWTP Process Cntrl/SCADA renev	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Sub Activity Subtotal			70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Water - General Oper															
006898	S3 - PC, SCADA & Telemetry WATER	COUNCIL	350,000.00	-	-	-	-	-	350,000.00	350,000.00	-	350,000.00	-	-	-
Sub Activity Subtotal			350,000.00	-	-	-	-	-	350,000.00	350,000.00	-	350,000.00	-	-	-
Water - Kingaroy															
005547	Gordonbrook WTP - Post Con Contract Wt	COUNCIL	-	-	-	-	-	-	-	-	-	-	134,639.61	26,252.20	160,891.81
006516	Gordonbrook Off Stream Storage Design	BOR_6	-	-	-	-	-	-	-	-	-	-	6,066.65	-	6,066.65
006596	Gordonbrook Hydrological Modelling	COUNCIL	-	-	-	-	-	-	-	-	-	-	53,966.11	2,900.00	56,866.11

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007133	Gordonbrook Dam Safety Hazard Action P	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	1,018.57	1,018.57
007134	Gordonbrook WTP Raw Water Off Stream	REFF	-	1,854,623.00	-	3,945,377.00	-	-	5,800,000.00	5,800,000.00	-	5,800,000.00	564,335.09	59,612.75	623,947.84
007336	LGGSP - Detailed Design Kroy Trunk Infra	LGGSP	-	-	-	-	-	-	-	-	-	-	64,818.50	46,757.19	111,575.69
007348	Mt Wooloolin Res Roof Replacement	COUNCIL	-	-	-	-	-	-	-	-	-	-	378,510.64	159,701.98	538,212.62
007444	Kingaroy Ivy St (Fisher to Ian)	COUNCIL	-	471,250.00	-	-	-	-	471,250.00	471,250.00	-	471,250.00	-	10,426.05	10,426.05
007445	K'roy Taabinga Heights Res Switchboard	COUNCIL	52,500.00	-	-	-	-	-	52,500.00	52,500.00	-	52,500.00	-	-	-
007448	K'roy WMR- K'roy St (River Rd-KnightSt)	COUNCIL	210,000.00	-	-	-	-	-	210,000.00	210,000.00	-	210,000.00	-	-	-
007451	Kingaroy WMR- WILLIAM ST (Alford Stree	COUNCIL	131,250.00	-	-	-	-	-	131,250.00	131,250.00	-	131,250.00	-	-	-
007454	GBrookDam Safety Haz Action-Fencing	COUNCIL	52,500.00	-	-	-	-	-	52,500.00	52,500.00	-	52,500.00	-	-	-
007455	GBrookDam Safety Hazard Action-Pipewo	COUNCIL	87,500.00	-	-	-	-	-	87,500.00	87,500.00	-	87,500.00	-	-	-
007457	Gordonbrook Dam Survey for Dredging	COUNCIL	332,500.00	-	-	-	-	-	332,500.00	332,500.00	-	332,500.00	-	-	-
007458	Premier drive storage reline	COUNCIL	625,000.00	-	-	-	-	-	625,000.00	625,000.00	-	625,000.00	-	-	-
Sub Activity Subtotal			1,491,250.00	2,325,873.00	-	3,945,377.00	-	-	7,762,500.00	7,762,500.00	-	7,762,500.00	1,202,336.60	306,668.74	1,509,005.34
Water - Murgon															
007148	WMR-Murgon Hospital Res&Macalister	COUNCIL	155,750.00	-	-	-	-	-	155,750.00	155,750.00	-	155,750.00	-	-	-
007149	WMU -Reservoir and Beresford St	COUNCIL	-	-	-	-	-	-	-	-	-	-	18,747.05	62,551.94	81,298.99
007440	Murgon Garrick Street - Water Main	COUNCIL	166,250.00	-	-	-	-	-	166,250.00	166,250.00	-	166,250.00	-	-	-
007442	Murgon LambSt(BunyaHwy Xing-Stephens	COUNCIL	31,500.00	-	-	-	-	-	31,500.00	31,500.00	-	31,500.00	-	-	-
007446	Murgon NuttSt(Hospital)WPS Process Ctrl	COUNCIL	43,750.00	-	-	-	-	-	43,750.00	43,750.00	-	43,750.00	-	-	-
007447	Murgon Town Pumps WPS Switchboard re	COUNCIL	262,500.00	-	-	-	-	-	262,500.00	262,500.00	-	262,500.00	-	-	-
007452	Regional Water Meter Replacement	COUNCIL	125,000.00	-	-	-	-	-	125,000.00	125,000.00	-	125,000.00	-	-	-
Sub Activity Subtotal			784,750.00	-	-	-	-	-	784,750.00	784,750.00	-	784,750.00	18,747.05	62,551.94	81,298.99
Water - Nanango															
007152	WMR-WICKHAM ST (Appin St East-Good	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	95,201.78	95,201.78
007441	Nanango Bunker Ave. Fairway to Flag St.	COUNCIL	185,500.00	-	-	-	-	-	185,500.00	185,500.00	-	185,500.00	14,837.11	49,467.40	64,304.51
007443	Nanango Fitzroy St (Appin to Alfred)	COUNCIL	52,500.00	-	-	-	-	-	52,500.00	52,500.00	-	52,500.00	-	5,411.40	5,411.40
Sub Activity Subtotal			238,000.00	-	-	-	-	-	238,000.00	238,000.00	-	238,000.00	14,837.11	150,080.58	164,917.69
Water - Proston															
007450	Proston Reservoir to Beresford St	COUNCIL	230,825.00	-	-	-	-	-	230,825.00	230,825.00	-	230,825.00	-	-	-
Sub Activity Subtotal			230,825.00	-	-	-	-	-	230,825.00	230,825.00	-	230,825.00	-	-	-
Activity Total			3,164,825.00	2,325,873.00	-	3,945,377.00	-	-	9,436,075.00	9,436,075.00	-	9,436,075.00	1,235,920.76	519,301.26	1,755,222.02
Wastewater Services															
Tourism - Yallakool															
007465	Yallakool SPS1 Switchboard Renewal	COUNCIL	262,500.00	-	-	-	-	-	262,500.00	262,500.00	-	262,500.00	-	-	-
007466	Yallakool SPS2 Switchboard Renewal	COUNCIL	262,500.00	-	-	-	-	-	262,500.00	262,500.00	-	262,500.00	-	-	-
Sub Activity Subtotal			525,000.00	-	-	-	-	-	525,000.00	525,000.00	-	525,000.00	-	-	-
Wastewater - General															
006903	S3- PC, SCADA &Telemetry WASTEWA	COUNCIL	-	262,500.00	-	-	-	-	262,500.00	262,500.00	-	262,500.00	-	-	-
Sub Activity Subtotal			-	262,500.00	-	-	-	-	262,500.00	262,500.00	-	262,500.00	-	-	-
Wastewater - Blackbu															
007354	Sewer Main Extension - John St Blackbutt	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	26,826.00	26,826.00
Sub Activity Subtotal			-	-	-	-	-	-	-	-	-	-	-	26,826.00	26,826.00
Wastewater - Kingaro															
006905	Kingaroy SPS2 Tessmanns Rd Switchboar	COUNCIL	175,000.00	-	-	-	-	-	175,000.00	175,000.00	-	175,000.00	-	-	-
007128	Kingaroy Recycling Plant - Replacement	COUNCIL	-	-	-	-	-	-	-	-	-	-	54,596.24	36,784.47	91,380.71
007129	Kingaroy SPS3 Logan St SCADA renewal	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
007131	W4Q5-Design-Kroy North Development1st	W4Q5	-	-	-	-	-	-	-	-	-	-	5,390.90	41,341.96	46,732.86
007132	Kingaroy SPS6 Barron Pk Dr SCADA rene	COUNCIL	70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
007375	W4Q5-Construct-KRoyNorthDevFirstAve	W4Q5	-	-	-	690,000.00	-	431,988.00	1,121,988.00	1,121,988.00	-	1,121,988.00	-	-	-
007460	Kingaroy Recycling Plant - Replacement	COUNCIL	-	2,800,000.00	-	-	-	-	2,800,000.00	2,800,000.00	-	2,800,000.00	-	-	-
007467	SBRC Inflow/Infiltration Assessment WW	LOAN	175,000.00	-	-	-	-	-	175,000.00	175,000.00	-	175,000.00	-	-	-
Sub Activity Subtotal			490,000.00	2,800,000.00	-	690,000.00	-	431,988.00	4,411,988.00	4,411,988.00	-	4,411,988.00	59,987.14	78,126.43	138,113.57
Wastewater - Murgon															
007463	Murgon PerkinsSt SPS2 ProcessCntrl/SCA	COUNCIL	35,000.00	-	-	-	-	-	35,000.00	35,000.00	-	35,000.00	-	-	-
007464	Murgon Houghton St SPS3 Process Contr	COUNCIL	35,000.00	-	-	-	-	-	35,000.00	35,000.00	-	35,000.00	-	-	-
Sub Activity Subtotal			70,000.00	-	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-	-	-
Wastewater - Nanango															
006793	Nanango SPS2 Switchboard renewal, etc.	COUNCIL	210,000.00	-	-	-	-	-	210,000.00	210,000.00	-	210,000.00	-	-	-
006794	Nanango SPS3 Switchboard renewal, etc.	COUNCIL	140,000.00	-	-	-	-	-	140,000.00	140,000.00	-	140,000.00	-	-	-
007352	Sewer Main Extension - Mill Flat Rd Nan	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	17,904.60	17,904.60
007353	Sewer Main Extension - Palace Lane Nana	COUNCIL	-	-	-	-	-	-	-	-	-	-	31,191.00	3,667.82	34,858.82
007459	Ngo STP-Switchboard renew&Process Cn	COUNCIL	525,000.00	-	-	-	-	-	525,000.00	525,000.00	-	525,000.00	-	-	-
007461	Sewer Main Extension - Palace Lane Nana	COUNCIL	35,000.00	-	-	-	-	-	35,000.00	35,000.00	-	35,000.00	-	-	-
Sub Activity Subtotal			910,000.00	-	-	-	-	-	910,000.00	910,000.00	-	910,000.00	31,191.00	21,572.42	52,763.42

Project Code	Project Description	Grant Funding Body	Depreciation	Restricted Cash	Proceeds from Sale of Fleet	Grant Funding	Loans	Developer Contribution	Total Budgeted Funding	2025/2026 Adopted Budget	2024/2025 Continued Projects	Total Available Budget	Commitments	2025/2026 Actual Expenditure	2025/2026 Actual Expenditure & Commitments
CED - Proston															
007462	Proston CED Pump Station Replace & Rer	COUNCIL	210,000.00	-	-	-	-	-	210,000.00	210,000.00	-	210,000.00	-	-	-
Sub Activity Subtotal			210,000.00	-	-	-	-	-	210,000.00	210,000.00	-	210,000.00	-	-	-
Activity Total			2,205,000.00	3,062,500.00	-	690,000.00	-	431,988.00	6,389,488.00	6,389,488.00	-	6,389,488.00	91,178.14	126,524.85	217,702.99
Waste															
Waste Management - R															
006607	New Maidenwell Transfer Station	COUNCIL	-	-	-	-	-	-	-	-	-	-	32,428.08	140,521.62	172,949.70
006990	Future Landfill Disposal - Feasibility	COUNCIL	-	-	-	-	-	-	-	-	-	-	18,780.00	27,225.00	46,005.00
007122	LRCI_4_A-Maindenwell Tfr Station Access	LRCI_4_A	-	-	-	-	-	-	-	-	-	-	20,276.36	20,160.05	40,436.41
007123	Nanango Leachate Collection Trench	COUNCIL	-	264,936.00	-	-	-	-	264,936.00	264,936.00	-	264,936.00	-	-	-
007124	Kingaroy Leachate Collection Trench	COUNCIL	-	476,885.00	-	-	-	-	476,885.00	476,885.00	-	476,885.00	-	-	-
007125	Feasibility - Kingaroy New Landfill Cell	COUNCIL	-	-	-	-	500,000.00	-	500,000.00	500,000.00	-	500,000.00	-	-	-
007326	Transfer Station Electronic gated system	COUNCIL	-	-	-	-	-	-	-	-	-	-	-	40.00	40.00
007468	Fencing and Electronic Gate for Cloyna	COUNCIL	100,000.00	-	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-	-	-
007469	Replacement of RORO Bins (Skip)	COUNCIL	40,000.00	-	-	-	-	-	40,000.00	40,000.00	-	40,000.00	28,700.00	-	28,700.00
007470	Site Surveillance- Hville, Home Ck & Mem	COUNCIL	15,000.00	-	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-	-	-
Sub Activity Subtotal			155,000.00	741,821.00	-	-	500,000.00	-	1,396,821.00	1,396,821.00	-	1,396,821.00	100,184.44	187,946.67	288,131.11
Activity Total			155,000.00	741,821.00	-	-	500,000.00	-	1,396,821.00	1,396,821.00	-	1,396,821.00	100,184.44	187,946.67	288,131.11
Grand Total			17,313,883.00	11,728,543.17	424,000.00	12,426,015.00	500,000.00	431,988.00	42,824,429.17	42,824,429.17	-	42,824,429.17	7,652,464.68	6,395,376.86	14,047,841.54

Grants Inwards Listing 2025/26

as at 30/9/2025

Grant Project Name	Grant ID	Grant Name	Grant Body Name	Type	Grant Value	\$ Amount Received to date	Estimated Project Cost	Amount Spent	Grant Project Completion Due Date	Grant Status	Comments
TIS CRARRP Kingaroy-Murgon Rail Trail	500284	Community and Recreational Assets Recovery & Resilience Program	Department of Tourism, Innovation & Sport	Capital	631,141.00	220,899.35	630,646.90	630,646.90	30/06/2024	Completed	
RCI Funding - Phase 4	500247	LRCI Phase 4	Dept of Infrastructure, Transport, Regional Development & Communications	Capital	2,593,029.00	1,037,212.00	2,593,029.00	2,580,358.94	30/06/2025	Completed	
ack Spot (Appin St West/Cairns St Intersection Nanango)	500292	Black Spot Program	Dept of Transport & Main Roads	Capital	247,500.00	123,750.00	247,500.00	62,943.07	1/06/2024	Active	In talks with the department on a variation for this project to proceed.
RC Memberambi Barkers Creek Road	500348	Country Roads Connect	Dept of Transport & Main Roads	Capital	1,823,000.00	911,500.00	1,823,000.00	-	30/06/2027	Active	
SEC Wooroolin Skate Park	500362	Dept of Sport Election Commitments	Department of Sport	Capital	150,000.00	75,000.00	150,000.00	-	30/06/2027	Active	
Financial Assistance Grant 2025/2026 et Ready 2025/26	500357	Financial Assistance Grant	Dept of State Development, Manufacturing, Infrastructure & Planning	Operational		4,507,176.75			30/06/2026	Active	
egal Dumping Partnership (2A, 2A Ext & 2A Ext 2)	500192/ 500233/ 500305	Local Government Illegal Dumping Partnership Program (Rd 2A)	Department of Environment & Science	Operational	354,085.00	324,085.00	336,085.00	342,881.59	17/05/2025	Active	
GGSP 24/28 Kingaroy Trunk Water Supply Design	500320	2024-28 Local Government Grants & Subsidies Program	Dept of State Development, Manufacturing, Infrastructure & Planning	Capital	174,000.00	52,200.00	290,000.00	219,409.25	30/05/2025	Active	
GGSP Mt Wooroolin Reservoir No. 3	500347	2024-28 Local Government Grants & Subsidies Program	Dept of State Development, Manufacturing, Infrastructure & Planning	Capital	1,322,880.00	396,864.00	2,204,800.00	-	3/11/2028	Active	
RA DRFA - Event 1 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational	5,101,315.07	5,101,315.07	5,303,330.07	5,303,330.07	30/06/2025	Active	
RA DRFA - Event 1 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	1,600,012.04	1,248,099.32	1,914,453.21	1,528,689.14	30/06/2025	Active	
RA DRFA - Event 3 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	876,709.52	876,709.52	1,344,521.73	1,252,074.63	30/09/2025	Active	
RA DRFA - Event 3 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		988,956.86	1,321,723.50	1,321,723.50	30/09/2025	Active	
RA DRFA - Event 4 Capital		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	712,791.88	514,388.24	774,763.78	726,351.92	30/06/2025	Active	
RA DRFA - Event 4 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		4,578,920.02	4,836,255.53	4,836,255.53	30/06/2025	Active	
RA DRFA - Event 5 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		35,106,671.10	28,427,350.06	28,427,350.06	30/09/2025	Active	
RA DRFA - Event 6 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		6,438,048.74	3,075,042.79	3,075,042.79		Active	
RA DRFA - Event 7 Operational		Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Operational		3,593,136.13	10,108,760.69	10,131,288.64		Active	
RA DRFA Rail Trail	500254	Disaster Recovery Funding Arrangement	Queensland Reconstruction Authority	Capital	521,945.35	364,926.49	521,945.35	388,298.48	30/09/2024	Active	
ADF 24/26	500313	Regional Arts Development Fund	RADF	Operational	84,000.00	42,000.00	140,000.00	26,190.00	30/06/2026	Active	
EFF Kingaroy Water for Growth (Gordonbrook WTP Raw Water Off ream Storage)	500333	Regional Economic Futures Fund	Dept of State Development	Capital	7,084,590.00	3,500,000.00	10,154,541.00	365,711.20	15/10/2025	Active	
EFF South Burnett Industrial Circular Economy Precinct	500321	Regional Economic Futures Fund	Dept of State Development	Operational	\$750,000.00	\$ 375,000.00	\$750,000.00	\$28,082.56	30/06/2026	Active	
EFF Yurika Dark Fibre	500316	Regional Economic Futures Fund	Dept of State Development	Operational	6,800,000.00	4,760,000.00	7,197,068.00	4,760,000.00	15/07/2025	Active	
TR 2024-2029		Roads to Recovery Program	Dept of Infrastructure, Transport, Regional Development, Communications & the Arts	Capital	14,471,345.00	22,521.00	14,471,345.00	1,686,493.29	30/06/2029	Active	3 year program allocation - projects no allocated to funding as yet
C R99 Wondal Tree Replacement	500335	Stronger Communities	Department of Industry, Science & Resources	Operational	9,600.00		19,281.00	-	30/05/2026	Active	
S Support Grant - Vehicle		State Emergency Services Support Grant	Qld Fire & Emergency Service	Capital	42,644.86	-	61,861.00	-	30/06/2025	Active	
F - Update SBRC Planning Scheme Amendment	500341	Scheme Supply Fund Pathway 1		Operational	100,000.00	-	100,000.00	9,245.00	30/06/2026	Active	
DS 2023/26											
MR CRC Memberambi Barkers Creek Road Reseal	500348	TMR Country Roads Connect Priority 2	Department of Transport and Main Roads	Capital	1,823,000.00		1,823,000.00		30/06/2027	Active	
RACC FarmFest 2026 and IronClay	500350	Tackling Regional Adversity through Connected Communities	Qld Health	Operational	66,000.00	66,000.00	62,136.36		31/07/2027	Active	
Works for Queensland Round 5 2024-2027		Works for Qld 2024-2027	Dept of Local Government, Racing & Multicultural Affairs	Capital & Operational	8,440,000.00	4,220,000.00	8,440,000.00	1,917,713.42	30/06/2027	Active	

12.2 ADOPTION OF RADF ROUND 1 2025 GRANT APPLICATIONS**File Number:** 15-10-2025**Author:** Tourism and Culture Officer**Authoriser:** Chief Executive Officer**PRECIS**

Update on the RADF Round 1 August 2025 grant applications.

SUMMARY

Applications for RADF Round 1 2025 grant applications closed on 29 August 2025. Total funding allocation for 2025/2026 RADF Round 1 Grants is \$30,000.00.

Applications were assessed by the RADF Committee on 25 September 2025 and recommendations for approval for a total grant allocation of \$7,987 are provided below for Councils information.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council endorse the minutes of the Arts, Culture and Heritage Advisory Committee meeting of 25 September 2025 and approve RADF grant funding be allocated in accordance with the recommendations made.

FINANCIAL AND RESOURCE IMPLICATIONS

Total funding for RADF Minor Round 1 – 2025 /2026 is \$30,000.00.

Grant allocation is within budget limitations.

LINK TO CORPORATE/OPERATIONAL PLAN**ENHANCING LIVEABILITY AND LIFESTYLE**

EC4 Foster and encourage vibrant arts, culture and heritage growth in our communities.

EC16 Partner with community to develop and promote events that have a positive impact on our region

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Applications were assessed by the RADF Committee on 25 September 2025.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Community Grants Program Policy – ID Strategic005

Regional Art Development Fund Guidelines – ID 3047561

Regional Arts Development Fund - Funding Agreement – ID 3212555

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Applications for RADF Round 1 2025 grant applications closed on August 29, 2025. Five (5) applications were received and three (3) were approved by the RADF Committee at the 25 September 2025 Committee meeting for a total grant allocation of \$7,987. Recommendations made by the Committee are provided (see meeting minutes attached) for Council's adoption.

ATTACHMENTS

1. RADF Committee Meeting Minutes_25 Sept 2025 [!\[\]\(8c4dca64662d21542001ca0ed7eeb688_img.jpg\)](#) 
2. Summary of Recommendations for RADF grant funding - Sept 2025 [!\[\]\(d1438aeefda19c86ae7477bf1fb30796_img.jpg\)](#) 

RADF Committee

Meeting Agenda



Meeting Date:	Thursday, 25 September 2025																		
Time:	1:00pm																		
Location:	Warren Truss Chambers Kingaroy																		
Present:	<table> <tr> <td>Cr. Danita Potter</td><td>Chair, SBRC</td></tr> <tr> <td>Cr. Jane Erkens</td><td>Deputy Chair, SBRC</td></tr> <tr> <td>Robyn Dower</td><td>South Burnett Arts Inc.</td></tr> <tr> <td>Craig Reiger</td><td>South Burnett Musical Comedy Society</td></tr> <tr> <td>Glenn Hatchett</td><td>Community Member</td></tr> <tr> <td>Andrew Maddern</td><td>South Burnett Community Orchestra</td></tr> <tr> <td>Elaine Madill</td><td>Wondai Art Gallery</td></tr> <tr> <td>Rebecca Bayntun</td><td>Manager Customer Solutions</td></tr> <tr> <td>Georgia Bennett</td><td>Tourism and Culture Officer</td></tr> </table>	Cr. Danita Potter	Chair, SBRC	Cr. Jane Erkens	Deputy Chair, SBRC	Robyn Dower	South Burnett Arts Inc.	Craig Reiger	South Burnett Musical Comedy Society	Glenn Hatchett	Community Member	Andrew Maddern	South Burnett Community Orchestra	Elaine Madill	Wondai Art Gallery	Rebecca Bayntun	Manager Customer Solutions	Georgia Bennett	Tourism and Culture Officer
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Georgia Bennett	Tourism and Culture Officer																		

1	Opening
1.1	Welcome and Acknowledgement of Country
1.2	Apologies Pam Kerr – on holidays. Tonita Penny – family commitments

2	Review Grant Applications
2.1	There were no QR grants
2.2	<p>RADF Round 1 2025-2026</p> <p>Overview: Council received five applications for Round One with a total amount of funding requested of \$13,987</p>
2.2a	<p> Application No.: RADF01R1 Applicant: Gael Kennett Project: Community Workshops and Exhibitions Funding Requested: \$3000 Total project cost: \$3000 Overview of project: Workshops for ten (10) people (maximum) to be held at 55 million Years Art Gallery / Museum with the aim of fostering emerging artist's skills and to give them the opportunity and confidence to display their art at the various exhibitions. There will also be bi-monthly afternoon teas which cater for approx. 40 people. RADF funding is to cover the costs of advertising and prize money. </p> <p>Discussion:</p> <p>The application lacks clarity on what the workshops are. The allocation of grant funding to pay for advertising (\$2100) and prize money (\$900) is not part of the grant criteria. If the money was used to pay for professional artists, it would have been preferred. It is great that they applied but they did not meet the guidelines.</p> <p>Feedback (for Georgia as SBRC RADF Officer to provide) - if the grant was for the provision of professional services by the artists at the necessary rate it would have been a successful application. Georgia to call and explain why they were not successful and to encourage Gael Kennett to apply again but to please contact SBRC RADF officer next time to discuss the application.</p> <p>Recommendation: <u>Not approved.</u></p> <p>Conditions of Funding: N/A</p>

2.2b	<p>Application No.: RADF02R1</p> <p>Applicant: Kingaroy State School P&C Association</p> <p>Project: The Listening Body</p> <p>Funding Requested: \$3000</p> <p>Total project cost: \$3300</p> <p>Overview of project: A two-day (Nov 5th & 6th) artist in residence program with Piper Mae and Beetle Miyela. The program is a combination of physical performing arts and musical senses for Kingaroy State School and Kingaroy State High School students. High school students will be in attendance before school Wednesday 5th and there will be a lunch time performance / display for the remainder of time with performances /workshops for students at Kingaroy State School, including any attendees to Shining Stars Playgroup (Thursday morning). The artists will display, demonstrate and teach performing arts related skills and development within small group / workshop-based or performance situations.</p> <p>Discussion: Clarity on what constitutes 'in school' activities and what is the broader community reach of this program being held in this school only. Why not invite the parents? Other children? Could this be held in the forecourt, school assembly hall? Acknowledged as a great project but limited in its community reach.</p> <p>Not all items listed in the budget were seen as qualifying as being paid for by grant funding i.e. Circus kit of \$540 and the storage containers of \$50 – the Committee felt that the school should pay for these items.</p> <p>There are no other schools participating or applying for RADF grants only Kingaroy State School P&C. SBRC to communicate with other schools and P&C groups to inform them of the RADF Grants process. All schools should be aware of P&C eligibility to apply for RADF grants.</p> <p>Feedback – discussion about the previous grant not being acquitted prior to the submission of this grant and to invite the broader community and other schools to join in and participate in this performing arts program.</p> <p>ACTION - to write to the other schools with the guidelines and rules for applying for RADF grants. Georgia to contact Tam at Arts QLD for clarification about schools applying.</p> <p>Recommendation: <u>Not Approved</u></p> <p>Conditions of Funding: N/A</p>
2.2c	<p>Application No.: RADF04R1</p> <p>Applicant: Cherry Carroll</p> <p>Project: Life Studies</p> <p>Funding Requested: \$3000</p> <p>Total project cost: \$10,810</p> <p>Overview of project: Three weekend life drawing workshops to be held over three consecutive months for six hours over two days with a maximum of fourteen people in attendance. Professional life models and a professional tutor / artist from Brisbane will be hired. These workshops are an opportunity for people to be introduced to the subtle differences in muscle tone and skeletal structures in drawing and to develop a keener eye for detail. There will be an exhibition held at the Kingaroy Art Gallery by some of the artists at the completion of the workshop.</p>

	<p>Discussion:</p> <p>Seen as a great project, Cherry Carroll runs good courses, is well organized. Unanimously approved.</p> <p>Recommendation: <u>Approved</u></p> <p>Conditions of Funding:</p>
2.2d	<p>Application No.: RADF06R1</p> <p>Applicant: Noosa Film Academy (Trustee for the Huglin Family Trust)</p> <p>Project: Empowering Indigenous South Burnett Youth through Digital Storytelling</p> <p>Funding Requested: \$3000</p> <p>Total project cost: \$17,223</p> <p>Overview of project: Noosa Film Academy (Greg Huglin) will lead a hands-on digital storytelling at Ficks Crossing Silver Lining School, engaging 29 female youth participants and two teachers in professional development. Students will engage as the crew in digital storytelling screen production, including scripting, acting, filming, and editing, to create two digital outcomes. These works will be showcased to an audience of 89 during a school screening. The outcome will be available as links on Youtube for the school and council digital networks and students e-resumes. The workshop builds youth confidence, 21st century skills, enhances problem-solving and critical thinking, and opens pathways to future creative, educational, and career opportunities.</p> <p>Discussion: are there many children from South Burnett at the Silver Lining school? Discussion about where the Silver Lining kids are from, Cherbourg and the South Burnett region. Noosa Film Academy are habitual grant writers. It's a good application but it would be nice to see applications from other schools and organisations. This project is a good opportunity for local kids to get industry knowledge and be inspired. This project is seen as being of great benefit to the kids at Silver Lining School.</p> <p>Question was asked - do we have all the movies created by Noosa Film Academy? Screening night of these films was raised as an idea.</p> <p>ACTION - Georgia to communicate with Noosa Film Academy to get the YouTube links for films they made in the Region. Is there a privacy issue pertaining to accessing these films due to school children being in them?</p> <p>Recommendation: <u>Approved</u></p> <p>Conditions of Funding:</p>

2.2e	<p>Application No.: RADF08R1</p> <p>Applicant: Rockin Our Abilities</p> <p>Project: Rockin Our Abilities Kingaroy End of year Concert</p> <p>Funding Requested: \$1,987</p> <p>Total project cost: \$2,987</p> <p>Overview of project: The Rockin Our Abilities end-of-year concert will celebrate and officially launch our inclusive music and drama program in the South Burnett. Featuring live performances by people living with disabilities, the event will showcase their talents, build community awareness, and mark the beginning of our ongoing programs in the region.</p> <p>Discussion:</p> <p>Money goes to paying the artists. Seen as a great program with lots of community value. Feedback is the use of the word launch is misleading and should be avoided.</p> <p>Recommendation: <u>Approved</u></p> <p>Conditions of Funding:</p>
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2.3	<p>Round Two Grants will open in Feb 2026</p> <p>Conversation about the lack of publicity that RADF Rounds receive and the lack of applications. Promote on Facebook (South Burnett today) promote through media channels early. Can we get a media release, posters / flyers which showcase previous applicants?</p> <p>North Burnett Council have a downloadable form you can look at before you commence the application process.</p> <p>ACTION – what is the possibility of downloadable application forms being available before applying?</p>
2.4	<p>Outcome Reports Received</p> <p>No outcome reports received. Waiting for Carmen at Kingaroy School P&C to submit</p> <p>ACTION -moving forward outcome reports will be sent to the Committee when they are received.</p>
3	<p>Other Business</p>
3.1	<p>The Arts Collective (TAC) a not-for-profit organization that runs the Australian Artist Awards (AAA) which focuses on emerging artists. There has been a suggestion by Gael Kennett (secretary of TAC) to run a QLD based competition in the South Burnett. 55MYA will host the event and Cr Sander will cover the cost of the venue hire (\$200) through his discretionary fund. Prize money will be generated by the artists themselves. Proposed date is May 2026.</p>
3.2	<p>Donation of David Bryce Art Collection</p> <p>Rebecca has been contacted by a beneficiary (Nicole Miller) to discuss if Council are interested in acquiring the entirety of David's extensive art collection. Cost to purchase is unknown.</p> <p>ACTION -find out how many items are being donated? What is the cost? What budget would this come out of? Where will the collection be stored?</p> <p>Need this information before we can take this to Council.</p>

	<p>Nicole Miller would like a piece of David's art that is in Council and will swap this piece for another piece. Danita expressed that she does not wish to do this.</p> <p><u>Arts Collection and Disposal Policy</u> - Council does not currently have one but we will be looking at all the policy documents to consolidate and review them.</p> <p>Georgia is going to be undertaking an art audit this year to ascertain what art Council has and where it is.</p>
3.3	<p>Review of Arts, Culture and Heritage Advisory Committee Policy – TOR</p> <p>Several policy documents are going to be reviewed, we are going to review them all and consolidate where we can.</p>
3.4	<p>Review of SBRC Policy and Procedures:</p> <p>Looking to streamline the existing policies & procedures</p> <ul style="list-style-type: none"> • Arts, Culture and Heritage Policy • Heritage Collection Policy • Heritage Collection Management Procedure – Draft only <p>There are several policies and documents that need to be looked at and amended. We need to meet up as a group and work through these documents.</p> <p>Send drafts to the Committee before the meeting (23rd Oct).</p> <p>Smarty Grants – application process needs to be edited and amended; how can we make the application process easier? Can people create an account and use this for each application, only needing to enter in the new project details?</p> <p>Meeting to workshop these documents is on the 9th Oct.</p>
	<p>Major Rounds – in by end of May. Start to promote ASAP. Major Round flyer.</p> <p>ACTION - how early can we start the marketing campaign for the Major Rounds?</p> <p>Georgia to contact Arts QLD to clarify.</p>
3.5	<p>Next meeting date</p> <p>Oct 9th – 9am - conversation around the policies, Smarty Grants application process and amendments that are needed. Casual chat.</p> <p>Oct 23rd - 9am. Meeting as a group to finalize the Policy changes.</p>
	Meeting Closed

No.	App ID	Applicant	Councillor Division	Project	Amount requested	Decision/ comments	Amount of funding approved
1	RADF01R1	Gael Kennett	5	Community Workshops and Exhibitions	\$3,000	Not-approved	
2	RADF02R1	Kingaroy State School P&C Association	3 & 4	The Listening Body	\$3,000	Not-approved	
3	RADF04R1	Cherry Carroll/auspiced by Kingaroy Arts Team	3 & 4	Life Studies	\$3,000	Approved	\$3,000
4	RADF06R1	Noosa Film Academy	5	Empowering Indigenous South Burnett Youth through Digital Storytelling (at Ficks Crossing Silver Lining School)	\$,3000	Approved	\$3,000
5	RADF08R1	Rockin Our Abilities	3&4	Rockin Our Abilities Kingaroy End of year Concert	\$1,987	Approved	\$1,987
Total grant approval allocation							\$7,987

12.3 IN-KIND SUPPORT - KINGAROY CHRISTMAS CARNIVAL 2025**File Number:** 15-10-2025**Author:** Executive Assistant Liveability**Authoriser:** Chief Executive Officer**PRECIS**

In-Kind support for the 2025 Kingaroy Christmas Carnival.

SUMMARY

Council has received correspondence from the Kingaroy Christmas Carnival Committee requesting In-Kind assistance towards their 2025 event. The request for assistance exceeds the limits in which In-Kind is recognised in the Community Grants Program Policy.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council approve the requested In-Kind assistance to the 2025 Kingaroy Christmas Carnival subject to available resources including assistance with the Traffic Management Plan to be prepared after community engagement with the surrounding and affected businesses.

FINANCIAL AND RESOURCE IMPLICATIONS

Provision of the requested financial support is outside of the nominated Community Grants Program Rounds which is why it is required to come to Council for consideration.

LINK TO CORPORATE/OPERATIONAL PLAN

Core Activities

EC16 Partner with community to develop and promote events that have a positive impact on our region.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Various letters and other correspondence have been received from organisations requesting financial support for Christmas Carnivals or Christmas Carol events.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

NA

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The request of assistance is outside of the Community Grant Rounds offered through the year under the Community Grant Program Policy, therefore the request is presented to Council for approval.

ASSET MANAGEMENT IMPLICATIONS

N/A



REPORT

Council has received correspond from the Kingaroy Christmas Carnival Committee requesting In-Kind assistance towards their 2025 event. The request for assistance exceeds the limits in which In-Kind is recognised in the Community Grants Policy Program. In-Kind Funding for 2024 was \$8,265.72.

The Committee are seeking In-Kind support for the following:

- Traffic Management Plan (TMP).
- Road signage and barricading as needed by TMP.
- 1 X Skip Bin.
- 30 X Wheelie Bins.
- 2 X Gazebos.
- 200 X Chairs.
- Delivery of the above items to Glendon Street on Thursday 11 December 2025.
- Above Items to be pick up on Friday 12 December 2025.
- Glendon Street toilet block to remain unlocked until the end of the event.
- Street Sweeper on Friday morning 12 December 2025 to clean all areas.
- Skip Bin to be delivered to the rear of the Town Hall.
- To close off and include the unnamed laneway on the southern side of the town hall (library side), to extend from Glendon Street to the end of the town hall building.
- To close off the roadway in Circular Place, so no cars can enter or exit this area, for safety reasons.
- To close Alford Street from roundabout to Youngman Street, please see map below

ATTACHMENTS

1. Request from Kingaroy Christmas Carnival [↓](#) 
2. Kingaroy Christmas Carnival In-Kind application [↓](#) 
3. Mud Map for event [↓](#) 

Request for support from Kingaroy Christmas Carnival

To South Burnett Regional Council,

Kingaroy Christmas Carnival Committee are seeking Council funding for the 2025 carnival as the amount requested is above the \$2500 limit of the Community Grants Program.

We are seeking the following.

- 1 Traffic Management Plan in the past conducted by South Burnett Traffic Control and Security under direction from SBRC
- 2 Road signage and barricading as needed by TMP
- 3 Skip bin (one) wheelie bins 30
- 4 Portable shade shelters Gazebos 6*3m * two, Chairs 200
- 5 Delivery of above items to Glendon St on Thursday the 11th of December 2025 and collection on 12th of December 2025
- 6 Glendon St public toilet block to remain unlocked until the end of the event
- 7 The use of the town hall breeze way Between the Hall and supper room only for entertainment to change costumes
- 8 Placement of traffic barriers on Circular Place Glendon Street as required by the traffic management plan

We have been advised that all though all of these were kindly supplied in 2024 by SBRC the amount of \$5000 is well above the \$2500 limit of the Community Grants Program

We are also seeking to extend the area of use due to the popularity of this event to include the use of Alford Street between Glendon and Haly Street. We will in our planning include extra lighting in areas that we believe require this.

We also acknowledge that Club Hotel drive through bottle shop requires the end of Circular place and a single lane of Glendon Street though to the Glendon Street roundabout

Please find attached the

Notification of Road Closure form [submitted to front desk](#)

Council Parkland/ Reserved land and proposed Map. [Attached](#)

as well as the Community Grants Program in Kind Sponsorship. Submitted to front desk

Other supporting documents will be supplied closer to the date of the event

Proof of Public Liability insurance this is still current until December this year and will be submitted upon renewal.

Current financial statement submitted to front counter with road closures application

Qld Police Road closure permit will be submitted in November as per their request

Thank you

[REDACTED]

Committee Chairman

[REDACTED]



28 AUG 2025

CEO APPROVED FORM: 2995179
Version 8 – January 2025
Finance & Liveability

Community Grants Program – In-Kind Sponsorship Application Form

PRIVACY COLLECTION NOTICE: South Burnett Regional Council collects your personal information for the purpose of processing this form and for use in any Council matters. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will only be disclosed to a third party as per the South Burnett Regional Council Information Privacy Policy. A hard copy of this electronic document is considered uncontrolled when printed.

<ul style="list-style-type: none"> • This is a cover sheet and summary. Attachments are required. • You must provide Council with a minimum of four (4) weeks' notice for requested services. • All In-Kind Services provided by Council are dependent on operational priorities, availability or resources and overall annual budget allocation. • Applications can be made throughout the financial year. 	
Grant program	
In-Kind Sponsorship up to \$2000	Quantity required (if applicable)
<input checked="" type="checkbox"/> Supply of gazebo marquee imprinted with Council's branding	2 - 6x3m. GAZEBO
<input type="checkbox"/> Supply of minor works	
<input checked="" type="checkbox"/> Supply of road signage and barriers	AS PER TMP
<input checked="" type="checkbox"/> Supply of skip bins (Council only has 10m3 skip bins)	1 x 10 m ³ SKIP BIN
<input checked="" type="checkbox"/> Supply of wheelie bins	50 wheelie SKIP BINS.
<input type="checkbox"/> Supply of trestle tables	
<input checked="" type="checkbox"/> Supply of chairs	100 CHAIRS
Applicant/Organisation	
Organisation name	KINGARBY CHRISTMAS CARNIVAL COMMITTEE
Name of contact person	
Postal address	
Contact phone	
Mobile	
Email address	
Website address (if applicable)	
Is your organisation non-profit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What year was your organisation established?	2001?
How many members does your organisation have?	10
Approximately how many people access your organisation facilities/services annually?	2000

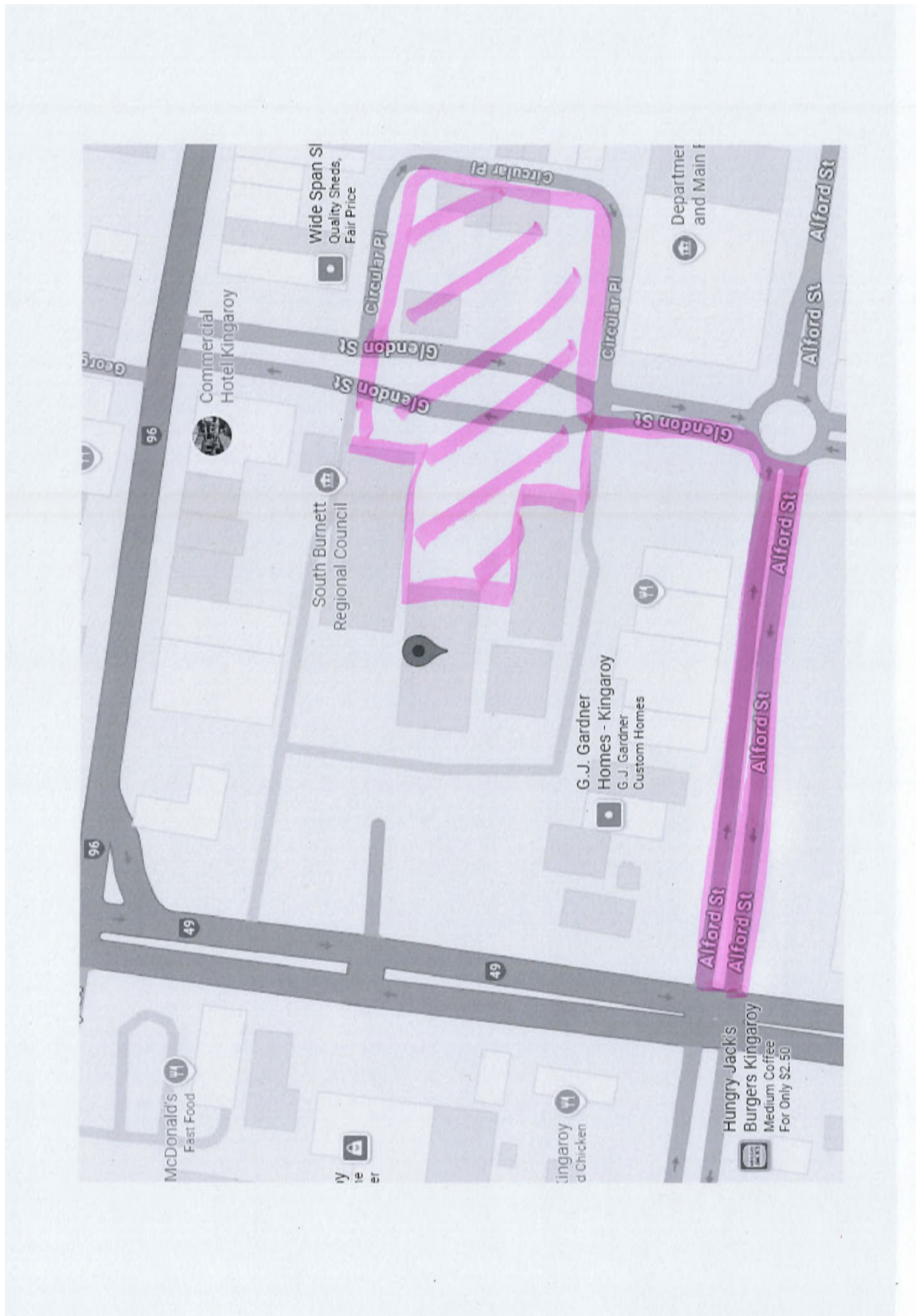
Community Grants Program

Page 1 of 3

GA D King

Activity/Event	
Describe the Activity/Event why funding is requested	
Activity/event name	KINGSBURY CHRISTMAS CARNIVAL
Short description	ANNUAL CHRISTMAS STREET CARNIVAL
How will this activity/event benefit the community?	CHRISTMAS CELEBRATE COMMUNITY GOODWILL
Start/End date of activity/event commencement of project	
Start date	11-12-25
End date	11-12-25
What In-Kind is required? (Please list in detail what is required)	
TMP, STREET / TRAFFIC SIGNS AS REQUIRED BY TMP. SKIP BIN, WHEELIE BINS, SEATS, SHEDS	
Are the above items requested to be delivered and collected?	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Delivery address	GLENBON ST, ALFORD ST KINGSBURY
Delivery date	11-12-25
Collection date	12-12-25
Contact name on site	[REDACTED]
Location – Must be within the boundaries of the South Burnett Regional Council area	
Physical address (site of activity/event)	GLENBON ST KINGSBURY
Supporting documents – Please attach all requested supporting documents as these are mandatory for assessment.	
<input checked="" type="checkbox"/> I have not applied for other funding in the Community grants program for this activity/event in this financial year. <input checked="" type="checkbox"/> Financial statements (most recent) <input checked="" type="checkbox"/> Current Certificate of Currency - ON FILE FROM 2024. <input type="checkbox"/> Other relevant supporting documentation (please list)	
1. 2. 3.	
Please note: The above documents help to demonstrate the need and benefit to the Community.	

Certification – To be signed by an Executive member of the Organisation			
<input checked="" type="checkbox"/> I certify to the best of my knowledge that the statements made in this application are true and correct.			
<input checked="" type="checkbox"/> I understand that approval of support is subject to a signed agreement between the South Burnett Regional Council and the applicant.			
<input checked="" type="checkbox"/> I understand that the South Burnett Regional Council does not accept any liability or responsibility for the supported project/event and that it is the responsibility of the applicant to provide the appropriate insurance cover.			
<input checked="" type="checkbox"/> I agree the activity/event summary and financial report (acquittal) will be supplied (including a copy of all required receipts) within six (6) weeks of completion.			
Given name	[REDACTED]	Surname	[REDACTED]
Executive Position held	COMMITTEE CHAIRMAN		
Signature	[REDACTED]	Date	14-08-2025
Lodgement of application			
Applications must be postmarked or received by Council prior the closing date advertised.			
Please refer to Council's Community Grants Policy or contact Council for further information.			
<p>Please return your completed form to the following address, or email info@sbrc.qld.gov.au for enquiries, please contact (07)4189 9100 South Burnett Regional Council PO Box 336, Kingaroy Qld 4610</p>			



12.4 SOUTH BURNETT TOURISM UPDATE**File Number:** 15/10/2025**Author:** Manager Customer Solutions**Authoriser:** Chief Executive Officer**PRECIS**

Update on VSB activities in partnership with South Burnett Regional Council.

SUMMARY

To update councillors on recent activities and the progress.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council receive the VSB Partnership Report and Visitor Information Centre/Tourism report for information.

FINANCIAL AND RESOURCE IMPLICATIONS

Allocation made in the 2025/2026 budget for partnership arrangements.

LINK TO CORPORATE/OPERATIONAL PLAN

GR5 Provide and investigate options to improve out arts, heritage, museums, visitor information centres and tourism infrastructure.

GR6 Advocate for and support of the regions tourism sector through an industry led development of a Tourism Strategy developed in partnership with the LTO.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Meetings held with VSB representatives and attendance at VSB meet and greets, AGM.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Partnership arrangement

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

As per Council resolutions and adopted budget.

ASSET MANAGEMENT IMPLICATIONS

Not applicable

REPORT

Partnership report as of September 2025 attached for reference.

Report from the Visitor Information Centres/Tourism attached for information.

ATTACHMENTS

1. Visit South Burnett Update - March 2025 - September 2025  
2. Visitor Information Centre Report - April 2025 - September 2025  



Visit South Burnett

ONE REGION MANY STORIES...

Visit South Burnett: Report March 2025 - September 2025



**Jason Kinsella**

VSB President & Wineries & Pubs

**Gloria Kirkness**

VSB Treasurer - Events

**Mandy Evans**

VSB Secretary & Agritourism

**David Kenny**

Events & Rail Trail

**Neil Black**

Accommodation & Food

**Robyn Dower**

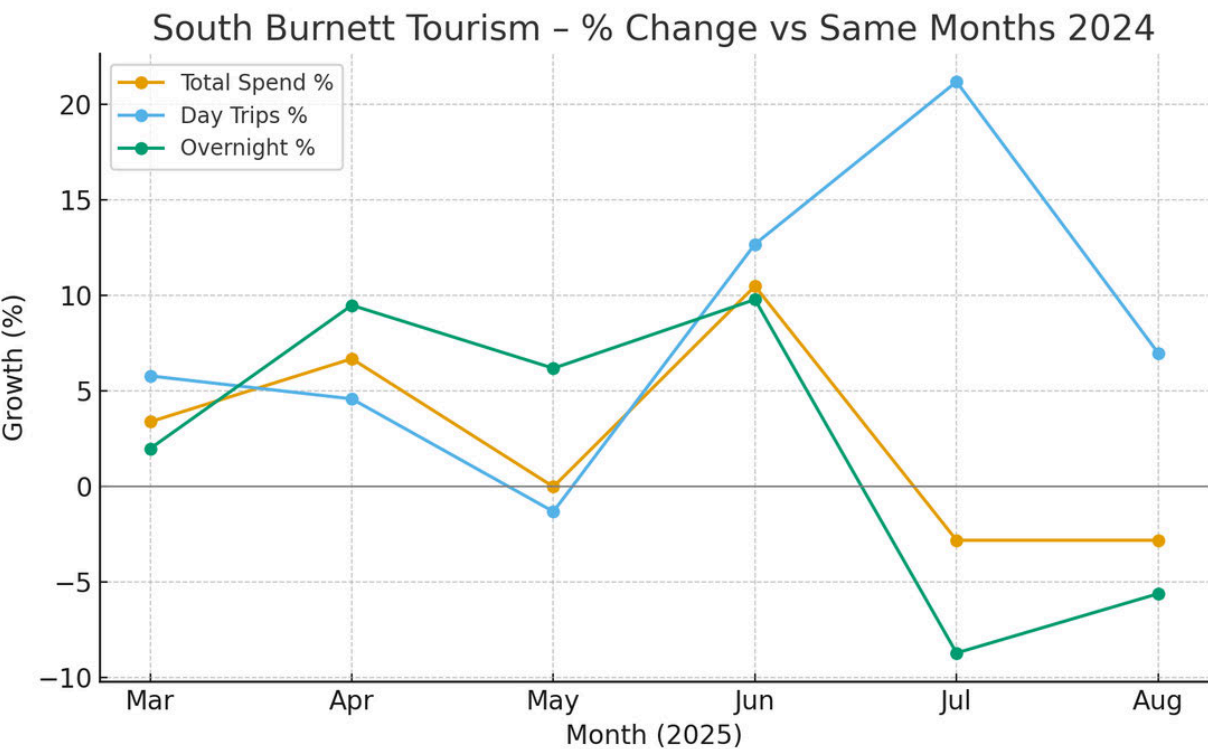
Arts & Culture

VISIT SOUTH BURNETT

Visit South Burnett (VSB) serves as the local tourism organisation (LTO) with a primary objective of championing tourism within the South Burnett region. Our mission extends beyond mere economic benefits, also striving to foster community engagement and instil regional pride. Our core goals encompass amplifying visitor numbers, extending length of stays, and augmenting expenditure within the region.



VISITATION OVERVIEW



Key Insights:

- June 2025 recorded the highest total growth (~10.5%), supported by strong day-trip growth (~12.7%).
- Day trips consistently outperformed, with July peaking around 21% growth.
- Overnight stays remained stable and positive in key months, contributing to a balanced visitor economy.
- Retiree and 65+ segments continue to form a reliable visitor base, ensuring sustainable demand.

Overall, South Burnett shows resilient tourism trends and is well-positioned for future growth, especially with targeted strategies to convert day-trippers into overnight guests and to build on food, wine, and road-trip experiences.

TOURISM REPORT – SOUTH BURNETT (MARCH - AUGUST 2025)*

South Burnett’s visitor economy continued to show strength from March to September 2025, with day-trip demand, resilient overnight stays and a steady drive-market audience sustaining solid growth. Despite modest dips in total visitor numbers, overall spending remained strong and key months such as June delivered double-digit growth.

Digital engagement matched these on-ground gains. Visit South Burnett’s website, social channels and Google Ads activity all achieved record reach and interaction, demonstrating that the region’s stories and events resonate with travellers. Organic social trials confirmed that well-planned content can build significant awareness without paid advertising, while targeted Google campaigns delivered millions of impressions and thousands of high-quality website visits.

Together, these trends show a region with a strong foundation and clear opportunities to grow. By converting day-trippers into overnight guests, building new themed trails and continuing to invest in digital visibility, South Burnett is well placed to sustain momentum into 2026 and beyond.

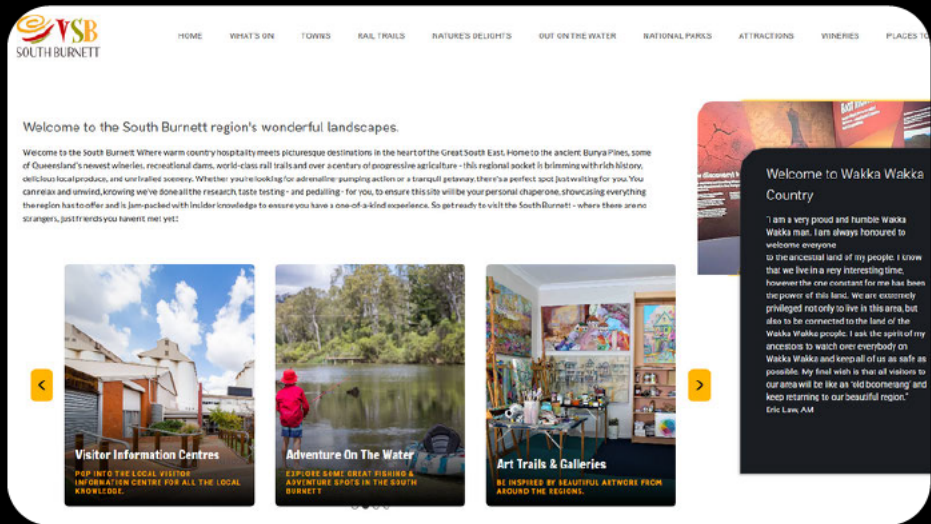
Looking ahead, Visit South Burnett will focus on three key priorities for the next six months:

- Expanded digital marketing – Building on strong Google Ads results, the next campaign phase will use fresh imagery, seasonal messaging and retargeting to keep the region top of mind.
- Seasonal and event promotion – A coordinated schedule will highlight summer festivals, wine harvest experiences and regional trails to encourage extended stays.
- Community partnerships and product development – Continued collaboration with councils, businesses and creatives will support the launch of the Pub History Trail, the All Abilities Friendly toolkit and other themed journeys designed to boost visitor yield.

By combining proven digital strategies with fresh visitor experiences, South Burnett is positioned for another period of strong, sustainable tourism growth.

HOW WE CONNECT - WEBSITE

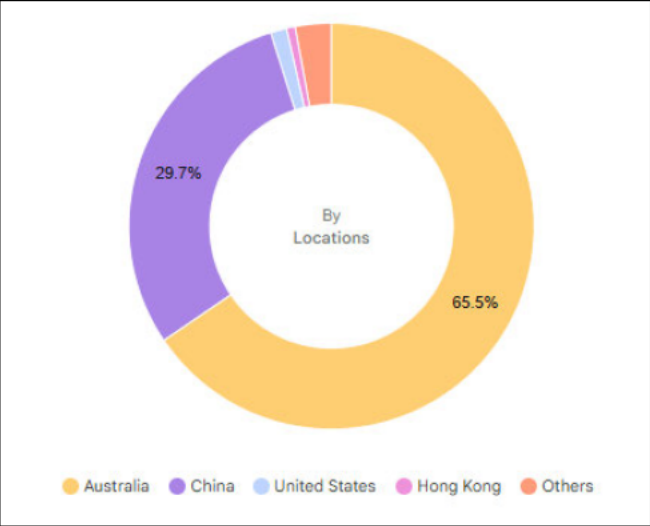
WWW.VISITSOUTHBURNETT.COM.AU



Visit South Burnett's website remains a vital hub for residents and visitors, offering everything from event listings and market updates to accommodation guides and stories about our region. Over the past six months, the site has seen substantial growth in traffic, with page views and unique visitors climbing well above the levels recorded in the previous period. Engagement is also on the rise: visitors are not just landing on a page but actively exploring multiple sections and interacting with content.

This momentum underscores the site's growing role in how we connect. It serves as the central digital touchpoint that complements our social channels and newsletters, driving discovery of local events, businesses and experiences. As we continue to enhance the user experience and promote the site, we're seeing more people find value in Visit South Burnett, helping to strengthen community ties and promote our region.

• TOP COUNTRIES



SNAP SHOT:

- 188,000 PAGE VIEWS - THIS IS A 55 % INCREASE OVER THE PRIOR SIX-MONTH PERIOD
- 32,000 UNIQUE FIRST-TIME - UP 59 % FROM THE PREVIOUS PERIOD
- 319,000 EVENT COUNT

Top content over the last 90 days	
Title	
1. Visit South Burnett - Visit South Burnett	/
2. What's On - Visit South Burnett	/whats-on/
3. Local Markets - Visit South Burnett	/local-markets/
4. Accommodation - Visit South Burnett	/accommodation-places-to-stay/
5. Blackbutt Avocado Festival / 13 September 2025 / Visit South Burnett	/mc-events/blackbutt-avocado-festival-2/
6. Attractions - Visit South Burnett	/things-to-see-and-do-in-the-south-burnett/
7. Blackbutt Avocado Festival / 14 September 2024 / Visit South Burnett	/mc-events/blackbutt-avocado-festival/
8. Towns - Visit South Burnett	/visit-south-burnett/towns-south-burnett/
9. Nanango Showgrounds - Visit South Burnett	/directory/placetostay/nanango-showgrounds/
10. Bjelke-Petersen Dam - Visit South Burnett	/bjelke-petersen-dam/



HOW WE CONNECT - Meta

META ADVERTISING – 6-MONTH OVERVIEW

(ORGANIC REACH ONLY – NO PAID ADVERTISING)

From March to August 2025, South Burnett deliberately ran a no-spend trial on Meta to test how well an entirely organic approach could perform. The outcome was strong and conclusive. In six months the combined Facebook and Instagram presence delivered over 382,900 views and grew to around 7,950 followers, a 7.1 percent increase on the previous 210 days. Engagement stayed consistently high, with more than 5,300 content interactions and over 7,100 profile visits, proving that compelling content alone can drive significant reach and interaction.

A key strength of these results lies in who is engaging. About 70 percent of the audience is female, concentrated in the 35–44, 45–54 and 55–64 age groups — demographics widely recognised as the primary decision-makers for travel and household leisure spending. Industry research shows women influence or make around three-quarters of travel decisions, from choosing destinations and accommodation to organising itineraries and group activities. This means that every organic connection we create is more likely to translate into real bookings, longer stays and strong word-of-mouth referrals.

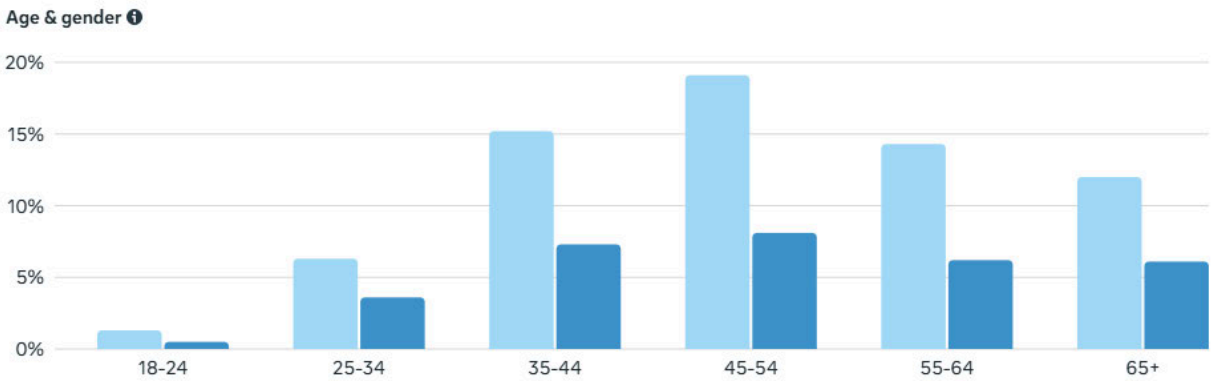
By focusing on story-rich, multi-photo posts and authentic regional highlights, this six-month trial proved that well-planned organic content can rival paid campaigns, successfully broadening awareness and deepening community connection. Reaching and engaging women — the key travel planners — gives South Burnett a powerful edge in turning digital interest into real-world visitation, all while maintaining zero advertising spend.

SNAP SHOT:

- **VIEWS: 383,000**
- **AUDIENCE: 7950**
- **OVER 200 POSTS**
- **VSB MEMBERS GROUP - 309**

Our Visit South Burnett Facebook Member’s only Group serves as a key touchpoint for sharing the latest events, business updates, and regional news.

This dedicated space allows local businesses and community members to stay informed and engaged, fostering a vibrant exchange of information. It's the perfect place to connect with others, promote events, and stay up to date with what's happening across the South Burnett region.



OUR TOP POSTS:



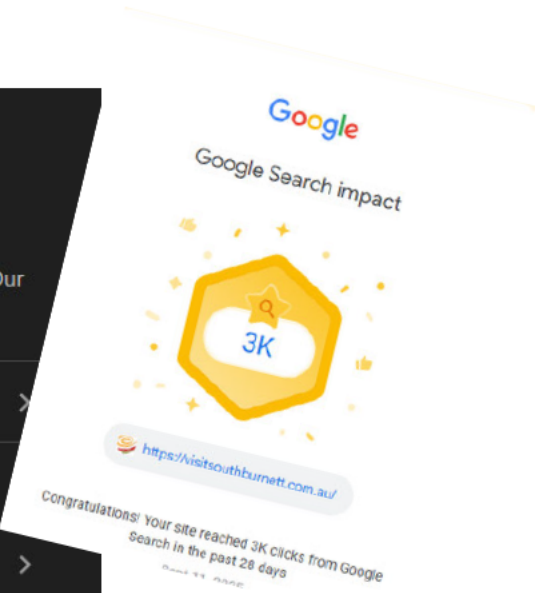
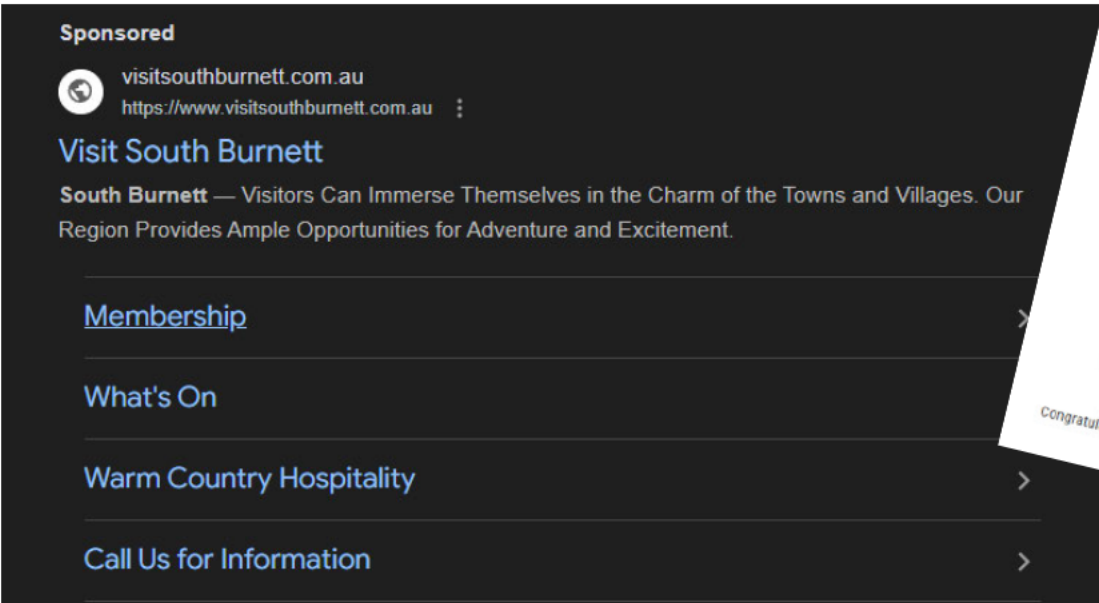
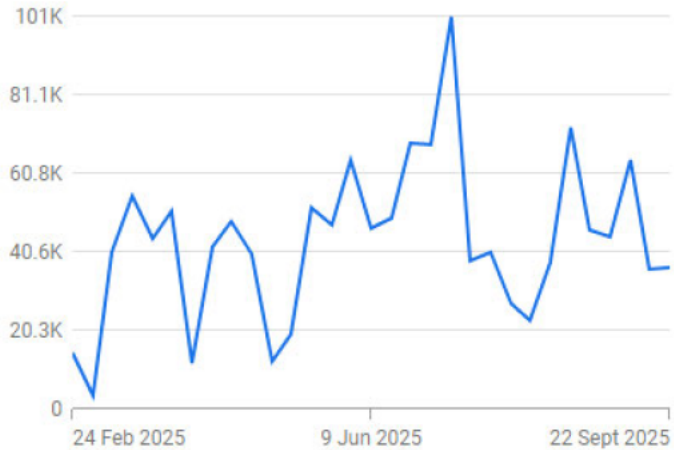
HOW WE CONNECT - Google

As part of its 2024 trial initiative, Visit South Burnett broadened its digital marketing by splitting its advertising budget across Google Ads and Meta social media. This diversified approach quickly expanded the region’s reach and proved effective at directing new audiences to the Visit South Burnett website.

While no paid Meta campaigns were run in the most recent six-month period, Google Ads activity accelerated significantly. In that time, campaigns delivered 1,348,909 impressions and 78,051 clicks through Google’s partner network—exceeding the total impressions achieved in the first full year of advertising.

This strong performance highlights Google Ads as the key driver of website traffic and regional visibility. Even without paid social advertising, Visit South Burnett continued to effectively promote local attractions, events, and businesses, confirming the ongoing value of this digital strategy.

1,348,903
Impressions



Impression details

Insights on how your ads are reaching people.

- 702K times on desktop devices
- 694K times to people ages 25-34

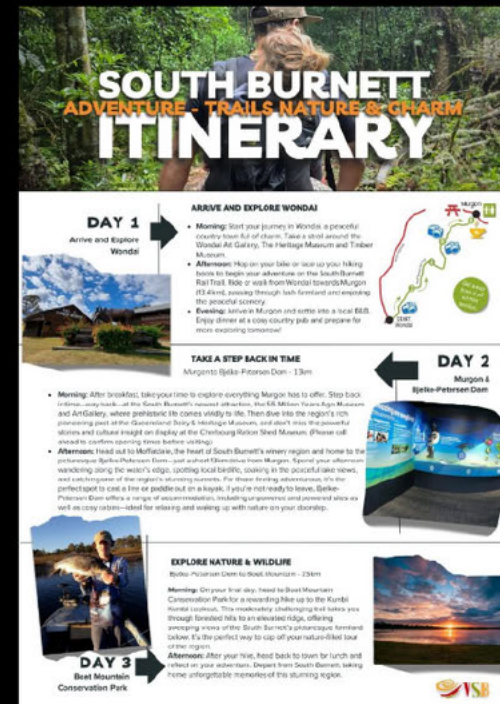
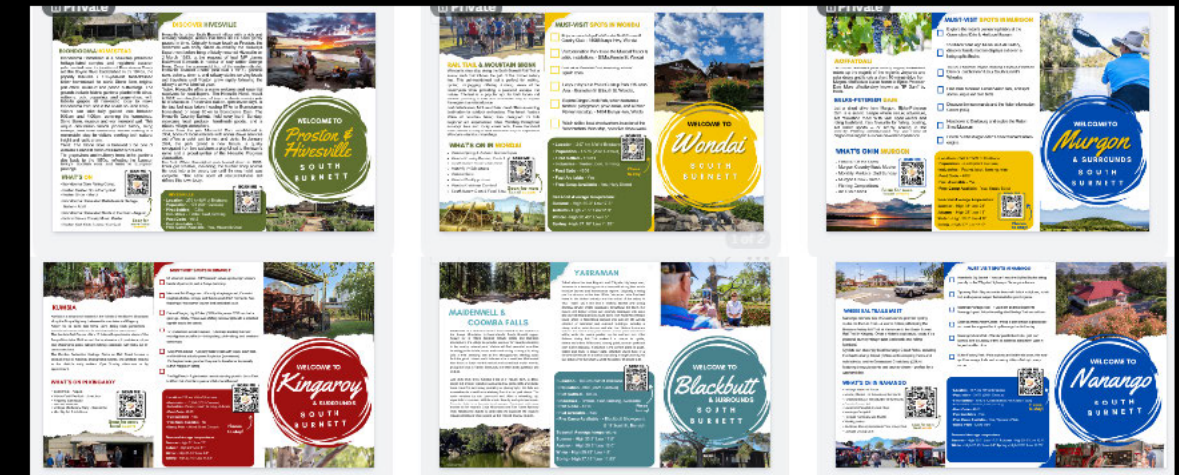
78,051
clicks on Google partner websites



TOWN BROCHURES



ITINERARY BROCHURES



Visit South Burnett booklets were not only distributed across the South Burnett region but also proved popular well beyond it. A number of Visitor Information Centres specifically requested additional copies to restock their displays. These included centres in St George, Bollon, Cunnamulla Mitchell, Quilpie, Airlie Beach, Sarina, Tewantin, Bundaberg, Mareeba, Charters Towers, Hampton, Boonah, Fernvale, and the Central & North Burnett regions.

This strong demand shows that South Burnett's visitor guides are valued as a useful resource for travellers planning journeys across Queensland and beyond.



ADDITIONAL PROJECT

Wouldn't You Like to Be in My Shoes?

Visit South Burnett Secures Major Regional Arts Grant

Visit South Burnett Inc. is proud to announce it has received a Regional Arts Development Fund (RADF) Grant—marking the first successful application in a new annual Major Funding round for our region.

The grant will fund an exciting new project titled “Wouldn't You Like to Be in My Shoes?”—a creative initiative designed to showcase the arts, heritage, and culture of the South Burnett.

Over the next eight months, local videographer Charlie Spagalli will travel across the region, capturing a vibrant snapshot of our arts sector. From music, dance and theatre to the visual arts, the project will highlight the incredible talent and creativity within our community. Local museums will offer glimpses into our past, while our beloved events, attractions, dams, rail trails, and sporting life will all feature in this celebration of our regional lifestyle.

The concept is tied together through a symbolic pair of black sneakers, emblazoned with the South Burnett logo. These shoes will appear throughout the filming process—asking viewers to consider the question: “Wouldn't you like to be in my shoes?”

Adding to the fun, the project will also include shoe-themed arts activities and a pair of oversized shoes for visitors to pose in for photo opportunities.

The end result will be a dynamic promotional film for the South Burnett, complemented by short-form videos, reels and still images to be shared across digital and social media platforms.



PLACES & PEOPLE WE HAVE FILMED/PHOTOGRAPHED SO FAR FOR THE 'WOULDN'T YOU LIKE TO BE IN MY SHOES'

- Kingaroy Heritage Museum
- Wondai Timber Museum
- Wondai Heritage Museum
- Murgon Dairy Museum
- 55 million years ago, Museum and Gallery
- Kingaroy Art Gallery
- Wondai Art Gallery
- Kingaroy Croquet Club
- Wooroolin Line Dancer
- Kingaroy Indoor Bowls (Wooroolin)
- Murgon Meds Shed
- Scots in the bush
- Baconfest
- Wondai Running Festival
- Wooroolin Wetlands
- Roll and Roll dancers at Nanango
- Wondai Show
- Bunya Mountains
- Back to Kumbia weekend
- Nanango Playfest
- Mountain Bikers Nanango
- Nanango Country Music Muster
- Avocado Festival Blackbutt
- Kingaroy Speedway
- Parkrun Wondai
- Ally Walker Dance Studio
- Nanango Community Day
- Wondai Woodworkers
- Jumping Ant Arts
- Vintage Machinery Rally
- Wondai Garden Expo
- Nanango Energy Centre
- Butter Factory Park
- APEX park - Kingaroy
- Daniel Pelci - Burnett today
- Terri Embroidery- Terri and Jaz
- Coppard's- col
- Spendless Shoes
- Mr Minit- Dawn
- Georgia- tourism officer (sbrc)



VSB
SOUTH BURNETT

ADDITIONAL PROJECT

GAZEBO

A new Visit South Burnett gazebo is on its way and will soon become a standout feature at regional events. Purpose-built and fully branded, it will provide an inviting space to share visitor guides, maps and local tips, or to host mini activities and tastings. Once in use, the gazebo will help showcase the region and give visitors a memorable first stop to plan their South Burnett adventure.



ALL ABILITIES FRIENDLY!

Visit South Burnett will hopefully be working closely with Georgia Bennett and the South Burnett Regional Council team, to explore new ways of improving accessibility across the region. Building on past accommodation audits and accessibility-focused workshops, the aim is to create practical tools, such as a region-wide disability register and an “All Abilities Friendly” certification, that will help visitors easily find inclusive places to stay and visit. This partnership will hopefully turn community insights and lived experience into tangible, region-wide improvements for travellers of all abilities.

UPDATING IMAGE LIBRARY



HISTORIC PUB TRAIL

Visit South Burnett is building a Pub History Trail to celebrate the stories behind our country pubs — the humour, the heritage and the heart. This free storytelling project will feature online and in print, capturing the rich characters and moments that make each pub part of our region's living history. We're inviting publicans and locals to contribute their yarns and photos so travellers can see our pubs as community hubs, not just places for meals and drinks. The Pub History Trail is the first in a planned series of themed experiences, designed to spark curiosity and encourage longer stays. Over time, these trails will grow into an ever-expanding network of journeys — from food and wine to art, cycling and nature — each one celebrating South Burnett's unique character and inviting travellers to explore the region in new and memorable ways.

EMPLOYMENT IN TOURISM

Visit South Burnett is also scoping a new research project on employment in tourism, aimed at identifying the key issues, challenges and practical solutions for staffing tourism industry jobs across the South Burnett. This study will examine workforce gaps, seasonal pressures, training needs and barriers to recruitment and retention. By gathering insights from operators, employees and education providers, the project will help shape strategies to attract and keep skilled staff, ensuring the region's visitor economy remains strong and sustainable.



MEETING / EVENTS / CONVERSATION / SEMINARS / WORKSHOPS

ATTENDED BY VISIT SOUTH BURNETT MANAGEMENT COMMITTEE

Visit South Burnett has been actively supporting and attending a wide variety of events, workshops, seminars, and meetings across the region as part of our ongoing commitment to community engagement. These opportunities allow us to connect with locals, listen to what's happening on the ground, and better understand the goals and activities of other groups, committees, and organisations. By being present and involved, we're not only building stronger relationships but also identifying new opportunities for development, collaboration, and ways to grow tourism and visitation throughout the South Burnett. Here's just a snapshot of some of the events we've recently been part of:

Tourism Insights and Networking Shine at Queensland Country Tourism Evening in the South Burnett

Kingaroy, 21 August 2025

The South Burnett tourism community gathered at Mulanah Gardens for an inspiring Queensland Country Tourism (QCT) Networking Evening hosted by Bonnie Morgan, QCT's Business Development Manager.

The evening opened with a Welcome to Country and featured Bonnie's presentation, "The Tourism Landscape," offering the latest visitor data and key industry trends to help operators plan ahead. Bonnie shared that at March 2025, Australia's Overnight Visitor Expenditure (OVE) reached \$28.6 billion domestically, with 3.1 million overnight domestic visitors recorded in the QCT region for the year ending December 2024. South Burnett's own numbers remain strong, with \$4.7 million spent in June 2025 — an 8.9 percent increase on June 2024, and most expenditure occurring between 6 am and 6 pm. "Whatever we are doing in the South Burnett, we are doing it well. Just keep on doing it," Bonnie encouraged.

QCT plays a unique role as the "missing bit in the middle," connecting Queensland's coast and outback. The organisation supports local operators through marketing opportunities, seasonal campaigns (winter and summer), trade relationships, advocacy, and industry development initiatives. Members benefit from discounted campaign rates, exposure through coordinated trade representation, and visibility via QCT's website, which attracts around 2,000 visits each month.

Following the presentation, guests enjoyed generous hospitality from hosts Rhonda and Lindsay Kath of Mulanah Gardens and visited the Brothers Whiskey Bar, famous for its striking wall of whiskey bottles. The evening wrapped up at 6.15 pm after a lively networking session among a small but passionate group of local tourism operators.

- Public meeting with Councillors on improvements in the Link Trail Cycling Trail at creek crossings & also improvements in safety/tourism signage in The Rail Trails for the whole of the South Burnett Region
- Wondai Garden Expo Spring & Autumn
- Meet n Greet VSB at Blackbutt – Roy Emmerson Museum
- SBRC Corporate Plan – Kumbia meeting
- FARMFEST, Kingsthorpe
- Christmas in July Lunch – Kumbia Hall
- Major Projects Forum, Kingaroy
- BaconFest
- Qld Country Tourism Networking Event, Mulanah Gardens
- SBRC – Small Business Friendly Program – round table discussion
- Bunya Mtns Community Association, Bunya Mountains
- Back to Kumbia
- Blackbutt Avocado Festival
- Nanango Markets
- Nanango Garden Club - Changeover Luncheon
- Meet & Greet - Nanango Race Club
- RSL Aux. Mtg.
- Kingaroy Show
- Nanango Reunion Day - Ringsfield
- Big Shrub Garden Club - 40th Anniversary Celebrations
- Nanango Show Meeting
- Met with caravan club visiting the South Burnett on 22-29 October
- Ringsfield House - Christmas in July
- Sth. Burnett Relay Race (Ashgrove Rangers)
- Bunnings BBQ & Cake Stall - Garden Club
- Nanango Cultural Centre - SBRC - Community Catch-up



- Nanango Theatre - Play
- Brisbane Valley Rail Trail Advisory Committee
- Nanango Show - Horticultural Section
- Ashgrove Rangers Event - Zoom
- Nanango Services Club - selling tickets at the club
- Nanango Anzac Day Service
- Relay for Life Breakfast - Nanango
- SBRC Info Night - Nanango
- Excel training - Nanango Services Club
- Nanango Races
- Grow Your Own Regional Workforce, Advisory Committee Meeting



Tourism Report

April 2025 – Sept 2025

VISITOR INFORMATION CENTRE (VIC) STATISTICS: April – September 2025

2025	Apr	May	June	July	August	September
Sales	K'roy \$3477 Murgon \$551 Nanango \$557 Wondai \$1089	K'roy \$4048 Murgon \$438 Nanango \$771 Wondai \$1974	K'roy \$4860 Murgon \$311 Nanango \$774 Wondai \$1350	K'roy \$6900 Murgon \$368 Nanango \$928 Wondai \$2956	K'roy \$6614 Murgon \$607 Nanango \$913 Wondai \$2240	K'roy \$4788 Murgon \$393 Nanango \$1089 Wondai \$1589
Visitor Numbers	K'roy 654 Murgon 288 Nanango 395 Wondai 458	K'roy 768 Murgon 320 Nanango 354 Wondai 609	K'roy 918 Murgon 185 Nanango 385 Wondai 567	K'roy 1352 Murgon 310 Nanango 535 Wondai 869	K'roy 1187 Murgon 290 Nanango 423 Wondai 721	K'roy 868 Murgon 222 Nanango 563 Wondai 689
Group Bookings	K'roy 0 Murgon 0 Nanango 0 Wondai 1	K'roy 1 Murgon 0 Nanango 0 Wondai 3	K'roy 2 Murgon 0 Nanango 1 Wondai 2	K'roy 2 Murgon 0 Nanango 0 Wondai 2	K'roy 1 Murgon 0 Nanango 1 Wondai 0	K'roy 0 Murgon 0 Nanango 0 Wondai 1
Volunteers Working Each Centre	K'roy 21 Murgon 15 Nanango 8 Wondai 13	K'roy 23 Murgon 15 Nanango 9 Wondai 13	K'roy 23 Murgon 15 Nanango 9 Wondai 13	K'roy 17 Murgon 13 Nanango 10 Wondai 12	K'roy 17 Murgon 13 Nanango 10 Wondai 12	K'roy 17 Murgon 13 Nanango 10 Wondai 12
Volunteer Worked Hours	K'roy 522 Murgon 147 Nanango 255 Wondai 151	K'roy 580 Murgon 186 Nanango 275 Wondai 268	K'roy 520 Murgon 148 Nanango 387 Wondai 252	K'roy 652 Murgon 179 Nanango 372 Wondai 295	K'roy 661 Murgon 174 Nanango 324 Wondai 350	K'roy 658 Murgon 164 Nanango 320 Wondai 335
Days Open	K'roy 26 Murgon 24 Nanango 23 Wondai 27	K'roy 27 Murgon 28 Nanango 27 Wondai 31	K'roy 27 Murgon 23 Nanango 25 Wondai 30	K'roy 28 Murgon 27 Nanango 27 Wondai 30	K'roy 25 Murgon 27 Nanango 27 Wondai 31	K'roy 26 Murgon 23 Nanango 26 Wondai 29

Tourism Report

April 2025 – Sept 2025

VISITOR INFORMATION CENTRE TOTALS: April – September 2025

VIC	Sales	Visitor Numbers	Group Bookings	Volunteer Hours	Days Open
Kingaroy	\$30,687	5,747	6	3593	159
Murgon	\$2,668	1,615	0	998	152
Nanango	\$5,032	2,655	2	1933	155
Wondai	\$11,198	3,913	9	1651	178

April 2025:

On Thursday the 24th of April, 28 volunteers from our VICs and Museums went on a Kingaroy focused famil. The first stop was the Kingaroy Kitchen (Endeavour Foundation) for a group tour of the facility followed by morning tea. The afternoon was spent at the Kingaroy Bowls Club for several games of lawn bowls with lunch provided by J.C. Catering.

May 2025 Volunteers Week:

During the week of the 19th of May, all SBRC VIC and Museum volunteers received a gift for Volunteers Week. A range of picnic blankets were sent home with everyone to thank them for their hard work, time and for keeping our Information Centres and Museums open and our Visitors informed and inspired.

June 2025:

Six new volunteers came on board during the month of June across our Kingaroy VIC, Kingaroy Heritage Museum and Nanango VIC centres.

**Wondai Heritage Museum Open Day – August 2025**

The Wondai Heritage Museum Open Day was held on Saturday 9th of August. Over 150 people attended despite the poor weather.

Tourism Report

April 2025 – Sept 2025

Donation from Bega

The donation of the 1934 Peanut Company of Australia, Peanut Board truck from Bega to SBRC is a significant acquisition for the Kingaroy Heritage Museum and for local tourism. The Museum will undergo some changes to its displays and the internal footprint to accommodate the Truck and its new location (close to the roller door to facilitate ease of access and mobility).

Volunteer Famil – September.

The third famil of the year saw the tourism team and 43 volunteers visit Taabinga Homestead for a tour and morning tea followed by lunch at the RSL Club and an afternoon at Bethany Cottages. These familis are an important way of giving our volunteers a personalised experience and insight into our local tourism and are an important opportunity to say thank you!



Tourism Report

April 2025 – Sept 2025

Community Groups Expo at Ringsfield House – September

On Sunday the 14th September there was a pop-up Visitor Information Centre at Ringsfield House for the Community Groups Expo. This was a busy day and a great opportunity for the Information Centres to showcase their local knowledge and the sale of amazing local produce. Keep an eye out for pop up VICs at community events.



12.5 LICENCE TO OCCUPY - LES MULLER HUT, BLACKBUTT**File Number:** 15-10-25**Author:** Manager Customer Solutions**Authoriser:** Chief Executive Officer**PRECIS**

Request from the Bloomin Beautiful Blackbutt Festival Inc to enter into a Licence to Occupy for part of Lot 1 on RP120337 known as Les Muller Hut.

SUMMARY

The Bloomin Blackbutt Avocado Festival Inc had a Licence to Occupy for Les Muller Hut in x park at Blackbutt. That Licence has expired and the Committee has requested a new one.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. In accordance with *Local Government Regulation 2012 section 236 (1)(b)(ii)*, disposes of a valuable non-current asset other than by way of tender or auction, to a community organisation, by entering into a Licence to Occupy with the Bloomin Beautiful Blackbutt Festival Inc. for Les Muller Hut, being part of Lot 1 on RP120337, for a term of one (1) year with an option of a further one (1) year.
2. Delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Licence to Occupy on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Les Muller Hut (Hut) was previously used as the Blackbutt Visitor Information Centre (VIC) and has been vacant since the VIC moved to the Roy Emerson Museum. Council's Facilities and Parks is responsible for ongoing capital maintenance of the Hut.

LINK TO CORPORATE/OPERATIONAL PLAN

IN8: Investigate options for leasing opportunities to not-for-profit groups and organisations.

EC6: Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council received a request from the Bloomin Beautiful Blackbutt Festival Committee Inc (Committee) to renew the expired Licence to Occupy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Offer of a licence is in accordance with s.227-228 of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Offer of a licence is in accordance with Council's Asset Disposal Policy.

ASSET MANAGEMENT IMPLICATIONS

The Licence will require the Committee to maintain the building by keeping clean, tidy and free of pests. Council will retain the responsibility to undertake any capital works to the building.

Any requests for additional support to undertake building works on the building will require assessment against the current and future operational and capital works and other Council priorities. The Committee will be restricted from undertaking any extensions or building works that change the building footprint or use from community space to commercial use.

REPORT**Property Details:**

<u>RPD</u>	Lot 1 on RP120337
<u>Street Address</u>	22 Coulson Street Blackbutt
<u>Tenure</u>	Freehold
<u>Owner</u>	South Burnett Regional Council
<u>Type of agreement</u>	Licence to Occupy
<u>Purpose</u>	To operate the Premises for the purpose of an event management office for the local Blackbutt festival and events, selling locally made crafts, goods and merchandise promoting the Blackbutt festival and promotion of other local not-for-profits groups and their events.
<u>Rental</u>	\$75.00 (plus GST) per annum
<u>Term of Licence</u>	12 months
<u>Option</u>	1 x 12 months

**ATTACHMENTS**

Nil

12.6 DELEGATED AUTHORITY REPORTS (1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025)**File Number:** 15-10-2025**Author:** Manager Planning & Development**Authoriser:** Chief Executive Officer**PRECIS**

This report provides a list of all planning and development related reports signed by the Chief Executive Officer (or approved delegate) under delegated authority from 1 September 2025 to 30 September 2025.

SUMMARY

This report comprises a listing of thirteen (13) reports approved by delegated authority from 1 September to 30 September 2025.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council note and receive the Delegated Authority Report, for the month of September 2025.

BACKGROUND

Application No.	Description and Location	Approval Date
Division 1		
RAL25/0013	Reconfiguring a Lot – Boundary Realignment (3 Lots into 3 Lots) at Parsons Road and 182 & 214 McNamara Road BARKERS CREEK FLAT	15/09/2025
Division 2		
RAL25/0020	Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) at 128 Greenhills Drive BLACKBUTT	08/09/2025
OPW25/0009	Extension to Currency Period for Operational Works (Stormwater, Roadworks, Earthworks and Accesses) at Oliver Road NANANGO	15/09/2025
MCU25/0019	Other Change to Material Change of Use – Major Electricity Infrastructure (Battery Energy Storage System) at Oaky Creek Back Road ELLESMERE	16/09/2025
RAL25/0016	Reconfiguring a Lot – Boundary Realignment (2 Lots into 2 Lots) at 48 & 54 Hart Street BLACKBUTT	18/09/2025
RAL25/0026	Reconfiguring a Lot – Subdivision (1 Lot into 4 Lots) at Crumpton Drive BLACKBUTT NORTH	16/09/2025
RAL25/0023	Reconfiguring a Lot – Subdivision (1 Lot into 4 Lots) at 165 Crumpton Drive BLACKBUTT NORTH	16/09/2025
RAL25/0028	Minor Change to Reconfiguring a Lot – Boundary Realignment (2 Lots into 2 Lots) at McNamara Road BROOKANDS	24/09/2025
Division 3		
RAL25/0025	Reconfiguring a Lot – Boundary Realignment (2 Lots into 2 Lots) at Kelvyn Street and Kingaroy Street KINGAROY	22/09/2025

MCU25/0023	Minor Change to Material Change of Use – Warehouse (Storage Facility) at 11135 Bunya Highway KINGAROY	22/09/2025
MCU25/0013 & RAL25/0018	Combined Application for Material Change of Use (Dual Occupancy) and Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) at 82 First Avenue KINGAROY	25/09/2025
Division 4		
RAL25/0021	Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) at 41 Moonya Street KINGAROY	25/09/2025
Division 5		
NIL		
Division 6		
MCU25/0029	Minor Change to Material Change of Use (Multiple Dwelling Units at 96 Scott Street WONDAI	26/09/2025

To view the full decision notices please visit Council's website: [Current Development Applications | South Burnett Regional Council](#)

ATTACHMENTS

Nil

12.7 KINGAROY SHOWGROUND BUILDING ASSESSABLE AGAINST THE LOCAL HERITAGE REGISTER**File Number: 15-10-2025****Author: Chief Executive Officer****Authoriser: Chief Executive Officer****PRECIS**

Kingaroy Showground Building assessable against the Local Heritage Register

SUMMARY

- Application for Building Work to remove the existing trade hall from the subject site may be required to be lodged with Council;
- The trade hall is located on a site listed on Council's Local Heritage Register (the Register) adopted on 21 September 2016;
- All applications for any building work to demolish a building on a site listed in the Register requires assessment;
- Advice may need to be obtained to confirm that removal of the trade hall from the site will not result in adverse impacts on the heritage significance of the site and is acceptable; and
- Given that the hall may not be considered significant in-itself, the application is recommended for approval in principle subject to reasonable and relevant conditions.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. *approve* in principle the removal of a Local Heritage Registered Building being the trade hall at the Kingaroy Show Grounds from the Local Heritage Register; and
2. that the Chief Executive Officer be delegated to finalise with the Show Grounds Committee any application and/or development approvals required subject reasonable conditions.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

GR5: Provide and investigate options to improve our arts, heritage, museums, visitor information centres and tourism infrastructure.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Request made from the Kingaroy Show Society

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication can be identified.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No implication can be identified.

ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

REPORT

The applicant – Kingaroy Show Society has made an request to demolish the trade hall building. The subject property listed on Council's Local Heritage Register (refer to Attachment 1).

There is an opportunity to have the cultural heritage significance re-assessed if a request is made to remove a property from the register. If Council is satisfied that it is no longer a place of cultural heritage significance for its area, the place can be removed from the register. A development application can also be lodged with Council, explaining why demolition or removal is appropriate and that demonstrates that there is no prudent and feasible alternative.

The request received:

Firstly thankyou we have heard back from your guys on the trade hall unfortunately it is listed as council heritage listed so as mayor and our patrons I would like your help in getting it taken off because of the asbestos in the buildings it has become a major health and safety aspect so for the ongoing day-to-day operation of our caravan park and future shows this needs to be delt with. So, moving forward we would look at erecting a photo wall with a story of wear the buildings come from and how the chapel brothers transported the buildings to where they are now. I will wait to hear the outcome thanks

It is recommended that the Building Work (Demolition of a Local Heritage Registered Building) on be approved subject to reasonable and relevant conditions being developed and met. An example of conditions may be like the points listed below:

General

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions.
- 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.
- GEN3. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN4. Photographic evidence of the hall shall be provided to Council for preservation purposes prior the commencement and during the demolition. The photographs shall record the hall, its construction, any features that pertained specifically to its use as part of the church complex and its overall setting.

Council's advice to the applicant

- ADV1. Section 85(1)(c) of the Planning Act 2016 provides that, if this approval is not acted upon within the period of 12 months the approval will lapse.
- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV3. Attached for your information is a copy of Chapter 6 of the Planning Act 2016 as regards Appeal Rights

ATTACHMENTS

1. Register of Local Heritage Places - Kingaroy Showgrounds [↓](#) 

Kingaroy Showgrounds

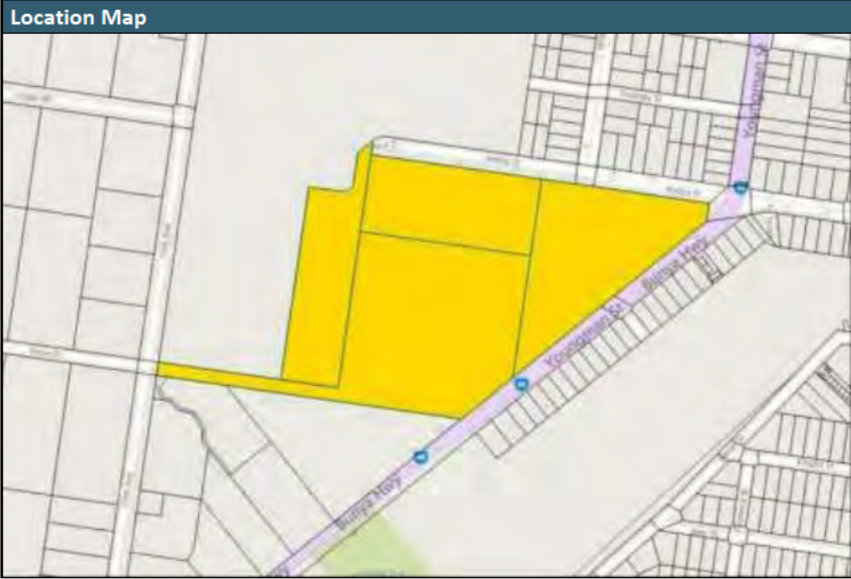


Other Names	N/A	
Street Address	Youngman Street	Kingaroy
Title Details/ GPS Coordinates	2FY840999, 1FY520, 75RP53924, 2FY2635	

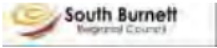
Historical Context
<p>The Kingaroy Agricultural, Pastoral and Industrial Society was established in 1905 following a meeting at FC Petersen’s store, the first store in Kingaroy and located on the corner of Haly and Kingaroy Streets (where Miller’s Corner now stands). The society was comprised of the principal settlers in the nascent town, including Daniel Carroll, the first European settler in Kingaroy, FC Petersen (the first shopkeeper) and TW O’Neill, the first Chairman of the Kingaroy Shire Council (from 1912). The first show was held at the rear of the Kingaroy Hotel in 1906 and it featured 800 entries. The formation of the society and first show occurred rapidly, given that the extension of the Kilkivan branch railway to the ‘56 mile peg’ – future Kingaroy – was only completed in 1904. However, the rapidity of its establishment reflected the pre-existence of surrounding agricultural settlements such as Taabinga, Boobie and Coolabunia.</p> <p>The town of Kingaroy quickly grew and so too did the show. Arthur Youngman, owner of Taabinga station, donated approximately 15 acres to the society (with an additional portion to be set aside as a public reserve, but this appears to be no longer extant). Youngman was the owner of Taabinga from 1887 and he was responsible for converting the station from sheep to cattle. In 1889, he purchased ‘Kingaroy Paddock’ from James Markwell, on which some of the town of Kingaroy was eventually located and named after. (Kingaroy Paddock was created after portions of Taabinga were resumed by the Queensland Government to encourage closer settlement.) Youngman was active in the local community; he donated land for the post office, police paddock, war memorial park and School of Arts, helped raise funds for a hospital via hospital fetes held at Taabinga, and was heavily involved in raising money for a War Loan during World War I.</p> <p>The show continued to grow over time and subsequently more land was needed. The society purchased an additional 15 acres from Youngman, in part to construct a race track. Youngman continued to demonstrate his generosity, returning half of the purchase money for the land on condition it went towards the construction of a grandstand. A further 37 acres were purchased by the society and in the 1930s it gained freehold over the land originally donated by Youngman. In the 1950s, a number of Royal Australian Airforce buildings from the Kingaroy airfield (in use from late 1941/early 1942 through to the end of the war in 1945) were removed to the show grounds for use as pavilions. A former railway station building and station master’s house, believed to have been from the Coolabunia station, were also moved to the show grounds. The former railway station is now used as the administration building.</p>

Physical Description
<p>The Kingaroy Showgrounds consists of a largely grassed site with trees lining the roads and tracks and around part of the oval, which is fenced with high wire mesh. The site also includes a caravan park. Structures of varying heritage significance are located at the showgrounds including the caravan park office, former Coolabunia railway station building and station master’s house, pavilions, World War II huts, spectator stands, stables, amenities and ancillary structures.</p> <p>The caravan park office is located on the south-eastern boundary, adjacent to the entrance. The former Coolabunia railway station master’s house consists of a lowset chamferboard clad timber structure with a hip-and-valley short sheeted corrugated iron clad roof. Access is via a small annex with skillion roof. There are a number of windows including sash and louvre windows that appear to be original. Adjacent to the caravan park office and set parallel to Youngman Street is the former Coolabunia railway station building, now used as the ‘South Burnett National Show Society Kingaroy Inc.’ Secretary’s Office. The rectangular chamferboard clad timber structure on low stumps has a short sheeted corrugated iron clad gable roof that extends to an awning on the north-western elevation covering a small landing accessed by steps from the sides. Other features include decorative timber brackets supporting the awning, sash windows, ticket window and timber doors with fanlights.</p> <p>The ‘Kucks Pavilion’, is located to the southwest of the former railway station building and is set parallel to Youngman Street. The building consists of two joined lowset rectangular weatherboard clad structures, each covered by a gable roof clad with short sheeted corrugated iron. Access is via a roller door surmounted by a sign reading ‘KUCKS PAVILION’. There are also two double doors at the gable side (one appears to be recent). There are a number of windows and two tall rectangular openings at the gable and also three large recent windows on the side. The pavilion is surrounded by lowset gardens.</p> <p>Adjacent to the ‘Kucks Pavilion’ in the southwest and set at a right angle is the ‘C. E. Edwards Pavilion’. The lowset timber structure has a corrugated iron clad three-part sawtooth roof and is clad with chamferboard and weatherboard with ventilation panels in the upper section. An arched pediment above a skillion awning at the entrance reads ‘C.E.EDWARDS PAVILION’ and two stylised rooster cutouts are fixed to the roof above.</p> <p>A row of former military huts are located to the northeast of the entrance and are set at a right angle to Youngman Street. Generally, the huts are rectangular timber structures on low timber stumps, clad with weatherboards to waist height followed by fibro sheeting. The huts are covered with corrugated cement sheeted gable roofs with ventilators. Access is</p>

Heritage Significance	
Criteria	Definition
A	<i>The place is important in demonstrating the evolution or pattern of the region's history.</i>
Statement	The Kingaroy Showgrounds is important in demonstrating the pattern of the region's history, particularly the importance of agricultural and pastoral industries and the creation of show societies and showgrounds to present the produce of the region.
B	<i>The place demonstrates rare, uncommon or endangered aspects of the region's cultural heritage.</i>
Statement	The Kingaroy Showgrounds demonstrates an uncommon aspect of the region's history, with former RAAF and railway buildings used on site for pavilions and related show purposes.
G	<i>The place has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons important to the region.</i>
Statement	The Kingaroy Showgrounds have a strong connection with the Kingaroy Agricultural, Pastoral and Industrial Society and its successors who have used the showgrounds since their establishment.
H	<i>The place has a special association with the life or work of a particular person, group or organisation of importance in the region's history.</i>
Statement	The Kingaroy Showgrounds have a special association with Arthur Youngman who donated the initial land for the establishment of the showgrounds and supported its expansion over time.



Kingaroy Showgrounds



from the gable side on the front and rear via single/double doors and concrete and timber steps and ramps. The buildings include a variety of window configurations including casement and hopper windows either single, in banks or extending along the entire length of the buildings, with some of the windows painted over.

The first two buildings (from the entrance) are detached and the southernmost building has a small extension off its western side. A roof and front awning cover part of the gap between the two huts. Following on to the northeast are two sets of two huts joined on the side. A narrow, smaller section is set in-between, joining the two sets. From the rear it appears as one large building but from the front it appears as two halls, the 'Trade Hall' and 'Education Display' buildings. The smaller section that connects that two halls is set back at the front. A mural depicting a show is located on the rear of the building on the small section in the middle.

Statutory Listings	No statutory listings
Non-Statutory Listings	No non-statutory listings
Inspection Date	16/9/2015

References

Harold Mears, The First 100 Years: The story of early Kingaroy, eds. Elgin and Thea Reid, Kingaroy, Kingaroy Shire Council, 1995.

Heathwood Cardillo Wilson Architects, Town Planners, Interior Designers, 'A Survey of Historic Sites: Shire of Kingaroy', December 1987.

JE Murphy and EW Easton, Wilderness to Wealth in the Shires of Nanango, Kingaroy, Wondai, Murgon, Kilkivan and Portion of Rosalie 1850-1950, Brisbane, Smith & Paterson, 1974.

Tony Matthews, Landscapes of Change: A history of the South Burnett, 2 volumes, Brisbane, South Burnett Local Government Association, 1997.

13 INFRASTRUCTURE**13.1 MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 11 SEPTEMBER 2025****File Number:** 15-10-2025**Author:** Administration Officer (Infrastructure)**Authoriser:** Chief Executive Officer**PRECIS**

Minutes of the Traffic Advisory Committee meeting held on 11 September 2025

SUMMARY

The minutes of the Traffic Advisory Committee meeting held in the Warren Truss Chambers, Kingaroy on Thursday 11 September 2025 are provided to note and consider.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council receive and note the attached minutes and recommendation of the Traffic Advisory Committee meeting held on 11 September 2025.

BACKGROUND

N/A

ATTACHMENTS

1. Minutes of the Traffic Advisory Committee Meeting held on 11 September 2025 [↓](#) 
2. Redmans Road segments and current speed limits [↓](#) 



Traffic Advisory Committee Minutes

Infrastructure

Chair: Cr Erkens
Minutes: Tayla Bowman
Date: Thursday 11 September 2025, 9.00 am
Venue: Warren Truss Chambers, Kingaroy

Committee Attendance: Cr Erkens, James D'Arcy (SBRC), Kevin Searle (SBRC), Kate Whyatt (SBRC), Gayan Acharige (SBRC), Cr Linda Little, Cr Deb Dennien, Cr Heath Sanders, Lupita Arrevillaga (Translink), Todd Armstrong (QPS), Brendan Seymour (QPS) Chris Downey (DTMR), Kristy Birgan (DTMR), Kenneth Obenza (DTMR), Lily Xu (DTMR)

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome and Apologies (Chair)	Welcome: Kenneth Obenza (DTMR) Apologies: Craig Whittaker (DTMR), Jarrod Wilson (NHVR)		
Confirmation of previous minutes (Chair)	Previous minutes of meeting held on Thursday 12 June were confirmed Moved: Cr Linda Little Seconded: James D'Arcy Vote: All in favour		
Business Arising from Minutes of Last Meeting	<u>Redman Road, Booie - SBRC to review speed count data presentation</u> -Link road between D'Aguilar and Kingaroy Barkers Creek Road utilised for transporting produce-crucial link within the region -Recent community group assessment with local walking group obtained by Council -Reasonable grassed verge for walking groups to currently use -Council recommending (highlighted blue section-Segment 1) reduction from 100km to 80km and (highlighted yellow segment 2) current 80km zone to 70km ACTION: Redmans Road to be amended as per plan (Attached Redmans Road segments and current speed limit)	CLOSED	11/09/2025
	<u>D'Aguilar Highway- Nanango-Tarong Road Intersection / Rural Fire Brigade turnoff (SBRC)</u> -DTMR to provide technical workings to members of the committee -Cr Erkens received many comments from members of community concerned to safety	CLOSED	11/09/2025



Traffic Advisory Committee Minutes

Infrastructure

	<ul style="list-style-type: none"> -DTMR looking through several different of options through different- remediation cap but may not meet -DTMR possible submission for the 2025/2026 funding -Cr Little has recent meetings with Fire Brigade advised is still concerned with safety of turning <p>ACTION: DTMR recommended possible funding submission in future year</p>		
	<p><u>D'Aguilar Highway Nanango-BP/Lions Park turnoff (SBRC)</u></p> <ul style="list-style-type: none"> -Onsite meeting carried with DTMR, Council and Cr Erkens in Early June 2025 -Critical need for truck parking- particular southwestern side of intersection -Looking to possibly remove Northern most access to allow heavy vehicles to park and improve exit movements -DTMR consider removing shoulder and changes to edge line to improve sightline -Cr Erkens happy to proceed with consultation with business <p>ACTION: DTMR/Council to progress with concept and carry out consultation with surrounding businesses</p>	DTMR/SBRC	
	<p><u>Moffatdale State School- Road Safety (SBRC)</u></p> <ul style="list-style-type: none"> -DTMR, Council and Cr Sander meet with members of the school in Early June 2025 -School looking to improve bus movements on Barambah Road -Could be a possible funding application to support proposal -DTMR had discussions in relation to the overtaking opportunities -Possibility of opened gazetted reserve and new intersection- need to work with DTMR -DTMR to proceed with installation of double barrier lane past the school to mitigate overtaking movements <p>ACTION: Council to add to project prioritisation register and undertake further investigations. DTMR to modify line marking to improve safety.</p>	CLOSED	11/09/2025
	<p><u>Durong State School- parking concerns (SBRC)</u></p> <ul style="list-style-type: none"> -Request to modify 90-degree parking to 45-degree -DTMR road safety investigation -Currently enough width for vehicle to manoeuvre along shoulder of the road -Cr Heit advised school staff parking in field near Principal residences and recommend DTMR to be in contact with the school <p>ACTION: DTMR to follow-up with school Principal of Durong State School</p>	DTMR	



Traffic Advisory Committee Minutes

Infrastructure

	<u>Henry Street, Nanango Pedestrian visibility concerns</u> -Southbound traffic tree blocks vision of crossing-potential vegetation management (Council) -Potential for carparking removal to improve visibility -DTMR possibility to shorten the crossing and with pedestrian refuge- reducing the confusion -Not meeting pedestrian lighting requirements- children and elderly crossing -Potential SRS nomination for funding to upgrade the crossing ACTION: DTMR working with Ergon on improved lighting and future funding application	DTMR	
	<u>Pedestrian Refuge Wondai Timber Museum</u> -Nomination funding for the SRS program- would include footpath connections -IGA currently being built could increase highway crossing -Accessibility ramp difficulty for members community to use requires straightening -Cr Heit concerned with pedestrian crossing as it may intersect with bus stop and diner -Council to investigate further and have discussion with Cr ACTION: DTMR to follow-up possible funding submission for refuge crossing-SBRC to modify pram ramp at roundabout to improve access	CLOSED	11/09/2025
	<u>Turning Lane Burnett Highway onto Murgon Barambah Road</u> -Nomination potential application under SRS program for right turning lane onto Barambah Road ACTION: DTMR to work with Council to investigate further		
Car Crashes	<u>Discussions held surrounding recent car crashes in the South Burnett</u> -Two fatal crashes since previous meetings (Wondai Proston Road, Hivesville and D'Aguilar Highway, Blackbutt) <u>Non-fatal vehicular accident (Horse and carriage)</u> -Cr Erkens looking to run campaign stemming from accident on Old Esk Road involving horse and cart -QPS has focus currently on e-scooter program due to increase in crashes -Cr Erkens received concern from community members in response to drivers surrounding road rules with horse movements ACTION: DTMR Road Safety provide resource material and assistance from QPS on community awareness of non-vehicular traffic		



Traffic Advisory Committee Minutes

Infrastructure

General Business	<u>Item 1- Walter Road, Kingaroy- Taabinga School crossing (SBRC)</u> -Walter Road is part of D'Aguilar Highway on State controlled network -Customer request in relation to the safety of the pedestrian crossing- wanting implementation of 24/7 supervision presence -QPS advised have oversight of area ACTION: DTMR and Council to provide response to customer	CLOSED	11/09/2025
	<u>Item 2- Proston State School – request to extend the bus zone and changes to parking (Translink)</u> -Parents parking in area that restricts the movements of the bus -Possibly compliance issue no standing signs- recommend compliance presences -SBRC Concept design to allow stop, drop and go operations to occur ACTION: Council to resubmit previous STIP application for future funding opportunity	CLOSED	11/09/2025
Brief discussions	<u>Benarkin State School Bus zone</u> -SafeST project as part of design program funding deliver capital upgrade on Infrastructure -Request from Bus company-overhanging tree branches and line marking -School requesting changes flashing speed signs from 8:00am to 7:30am to allow safer bus movements -DTMR road safety to work with Council to facilitate changes with changes to flashing lights ACTION: Council to facilitate vegetation removal and work with DTMR road safety on modifying flashing light operations <u>Blackbutt State School Bus zone</u> -Reduction in bus zone length has been replaced with carparks -Concept to increase bus zone, removal of carparking and improve bus movements -Extension will remove 2-3 carparking facilities ACTION: Council to modify line marking	CLOSED	11/09/2025
Report from Agencies	<u>QPS</u> -Road safety messaging assist with improve education -Regular compliance on speeding/hooning and radar/lidar enforcement and speeding fines are statistically a deterrent		



Traffic Advisory Committee Minutes

Infrastructure

	-Cr Erkens to discuss with Mayor and other Councillors on behalf of QPS around social media posting of speed cameras		
	<u>TMR</u> -Murgon rail trail crossing on Lamb Street under construction -D'Aguilar Highway between Nanango and Kingaroy currently under construction		
	<u>TMR Road Safety</u> -Road safety members had to leave meeting		
	<u>TMR – Translink</u> -N/A		
	<u>NHVR</u> -No attendance		
	<u>QAS</u> -No attendance		
Next Meeting	Date: Thursday 11 December 2025 Location: Warren Truss Chambers, Kingaroy		
Meeting Closed	Meeting Closed: 10:19am		



13.2 FUNDING REQUEST - REPLACEMENT OF TIMBER RETAINING WALL AT KINGAROY NETBALL COURTS AND ROTARY PARK.**File Number:** 15/10/2025**Author:** Manager Facilities, Parks & NRM**Authoriser:** Chief Executive Officer**PRECIS**

Funding request from Kingaroy Netball Association for a replacement of timber retaining wall at Kingaroy Netball courts and Rotary Park, Kingaroy.

SUMMARY

Council has received a letter from the Kingaroy Netball Association asking for funding assistance of \$34,550 for the replacement of the deteriorating timber retaining wall at the courts located at Rotary Park, Kingaroy.

OFFICER'S RECOMMENDATION**Procedural Motion:**

That the matter be lifted from the table.

MOTION

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

1. That South Burnett Regional Council work in partnership with the Kingaroy Netball Association to seek grant funding for the construction of a new retaining wall along the netball courts to protect the new courts; and
2. That any financial contribution Council may be considered in association with the grant funding to assist with the protection of Council's stormwater.

FINANCIAL AND RESOURCE IMPLICATIONS

The Kingaroy netball courts are not a Council Building asset. Council Building Restricted Cash 24/25 \$50,567 and Building Condition Assessment Future Years \$328,000.

There are implications for the Council operational budget as this is not a council asset. The capital budget areas noted above may not be available to use for this project. This is similar to the Mountain bike track and Kumbia Hall contributions council has made previously.

LINK TO CORPORATE/OPERATIONAL PLAN

EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Kingaroy Netball Association and their Project Manager have meet with Council staff to discuss the issues of the current retaining wall. Current retaining wall is old timber logs that is rotting and structured damaged from termites.

Netball Court has fenced the retaining walls out of player access area to prevent injury or harm to players. The far eastern grass court corner is sinking as a result of the retaining wall failing.

The retaining wall supports the grass courts and protects Councils stormwater infrastructure.

Infrastructure Planning has been consulted, and they have provided feedback on the plans. Acknowledge that the Infrastructure Planning team have commented on the alignment and profile considerations in the plan are suitable.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct legal implications.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct policy/local law implications.

ASSET MANAGEMENT IMPLICATIONS

The Kingaroy Netball Association has a current lease with Council which expires in 2031, with the option to extend for another 10 years.

REPORT

The Kingaroy Netball Association has written a letter to Council asking for funding assistance of \$34,550 (incl. GST) for the construction on a new retaining wall at the courts next to Rotary Park, Kingaroy.

The Association received financial assistance from Council of \$2200.00 for the engineering design of the retaining wall and have since called for tenders to do the works which they have successfully chosen a local contractor.

The retaining wall forms an important component for the Association's Court Replacement Project which they have already successfully secured funding, with works scheduled to start at the end of 2026. During the tender process for the court replacement, it was identified that the retaining wall required urgent replacement to ensure the safety, structural integrity and long-term viability of the upgraded facility.

The current site is already problematic due to stormwater runoff from Rotary Park and playing surfaces, existing surfaces at different heights, sewage lines down under playing surfaces, old light layout and configuration not making it possible to do two courts at a time.

The matter was considered at the September Ordinary Meeting of Council with the following being considered:

13.4 FUNDING REQUEST - REPLACEMENT OF TIMBER RETAINING WALL AT KINGAROY NETBALL COURTS AND ROTARY PARK.

MOTION

Moved: Cr Danita Potter

That South Burnett Regional Council contribute \$34,550 (including GST) to Kingaroy Netball Association for the construction of a new retaining wall along the netball courts to protect the new courts and Councils stormwater infrastructure.

The motion lapsed for want of a seconder

MOTION

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

1. That South Burnett Regional Council work in partnership with the Kingaroy Netball Association to seek grant funding for the construction of a new retaining wall along the netball courts to protect the new courts; and
-

-
2. That any financial contribution Council may be considered in association with the grant funding to assist with the protection of Council's stormwater.
-

RESOLUTION 2025/156

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the matter lay on the table.

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

Against: Nil

CARRIED 7/0

ATTACHMENTS

1. Letter from Kingaroy Netball Association [↓](#) 
2. Quote from Builder for retaining wall [↓](#) 
3. Design of retaining wall [↓](#) 



14th August 2025

Dear SBRC CEO, Mayor and Councillors

Subject: Funding Request – Replacement of Timber Retaining Wall at KNA Netball Courts, Rotary Park Kingaroy

Dear Mayor, CEO and Councillors,

On behalf of the Kingaroy Netball Association (KNA), I am writing to request funding assistance for the replacement of the deteriorating timber retaining wall at our netball courts in Rotary Park, Kingaroy.

This wall forms an important component of our Court Replacement Project, for which we have already secured funding and which is scheduled to start in November 2025. During the tender process for the court replacement, the retaining wall was identified as requiring urgent replacement to ensure the safety, structural integrity, and long-term viability of the upgraded facility.

The complete engineering design for the replacement wall has been finalised and is attached for your reference. We have obtained two quotes from local contractors, with the most competitive being **\$34,550 (incl. GST) from Steinhardt's Building**.

Given the wall's critical role in supporting the courts and preventing soil erosion, its replacement will safeguard the significant investment being made into the court upgrade. We believe that by completing this work in conjunction with the court replacement, we can ensure efficiency in construction, minimise disruption to our members, and deliver a safe, modern facility for the community.

We request Council's consideration of funding support to cover the retaining wall replacement. We would be pleased to provide any further information or attend a Council meeting to discuss the proposal.

Thank you for your continued support of local sport and community facilities.

Kind regards,
Amanda Astill – Treasurer

On Behalf of Kingaroy Netball Executive Committee

Attachments:

- Engineering design for retaining wall
- Contractor quotes

O BOX 1015, KINGAROY Q 4610
cretary@kingaroynetball.com

**ZAC STEINHARD**

127 Pring Street Wondai 460

Mobile: 0456 999 33

Email: steinhardt_35@outlook.co

ABN: 1766101081

QUOTE TO:
KINGAROY NETBALL COURT

DATE:	9/7/2025
QUOTE NO:	317

Description	Amount
SUPPLY MATERIALS AND LABOUR TO REPLACE EXSISTING TIMBER SLEEPER WALL WITH NEW STELL GAL POSTS AND CONCRETE SLEEPERS AS PER DRAWINGS SUPPLIED BY ATC ENGINEERS (57 LINEAL MTRS)	
TOTAL	\$31,409.10
GST	\$3,140.90
TOTAL INCL GST	\$34,550.00



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Quoted Items

Quoted items represents a break down of the quote for your project. If you have any questions about any item, please feel free to contact us.

Exclusions to the price include,

- Council submissions
- Engineering inspections
- Fall protection to the top of retaining wall

Preliminaries	\$6,277.50
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Demolition	\$7,290.00
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Retaining wall 62m	\$47,242.79
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Turf and remediation	\$14,040.00
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Allowances

Allowances For Provisional Sums

Provisional Sums are a reasonable estimate or allowance for works where the full scope is not yet known.

Demolition \$2,640.00

Ref	Description	Qty	UOM	Incl. GST
2.2	Dump fees	6.000		\$2,640.00

Turf and remediation \$7,920.00

Ref	Description	Qty	UOM	Incl. GST
4.2	Turf Supply and lay	400.000	m2	\$7,920.00

Total Incl. GST: \$10,560.00

Specifications & Inclusions

Retaining wall 62m

Ref: 1.001	Qpro post 1400mm
Ref: 1.002	Qpro post 1000mm
Ref: 1.003	Qpro 1600mm sleeper
Ref: 1.004	Qpro Post 800mm
Ref: 1.005	Qpro 2000mm sleeper
Ref: 1.006	Qpro post 1200mm
Ref: 1.007	Qpro Post 400mm
Ref: 1.008	Qpro post 1600mm
Ref: 1.009	Qpro post 600mm

Quote Summary

Quoted items represents a break down of the quote of your project.If you have any questions about any item, please feel free to contact us.

Sub Total:	\$74,850.29
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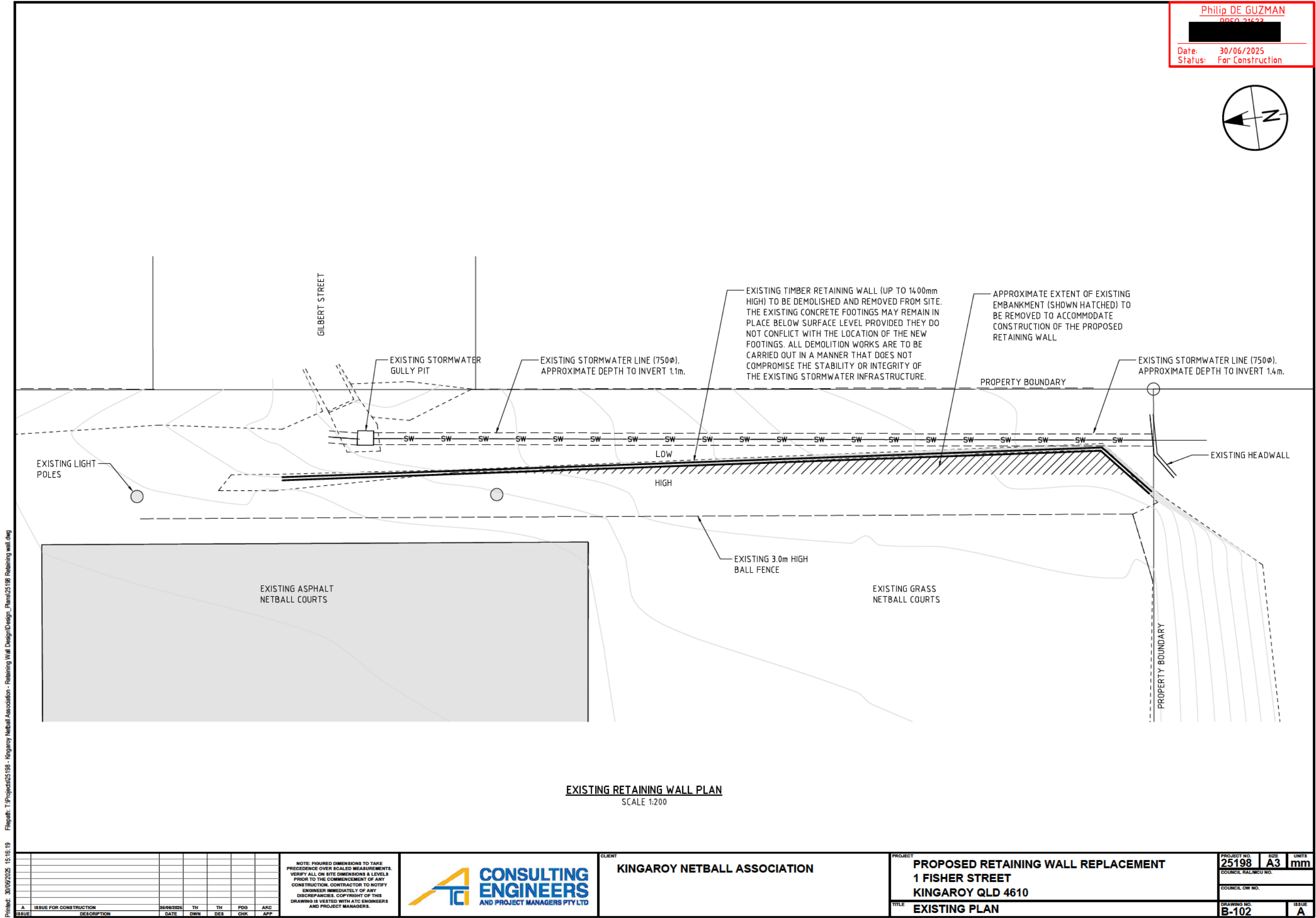
GST:	\$7,485.03
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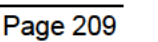
Incl. GST:	\$82,335.32
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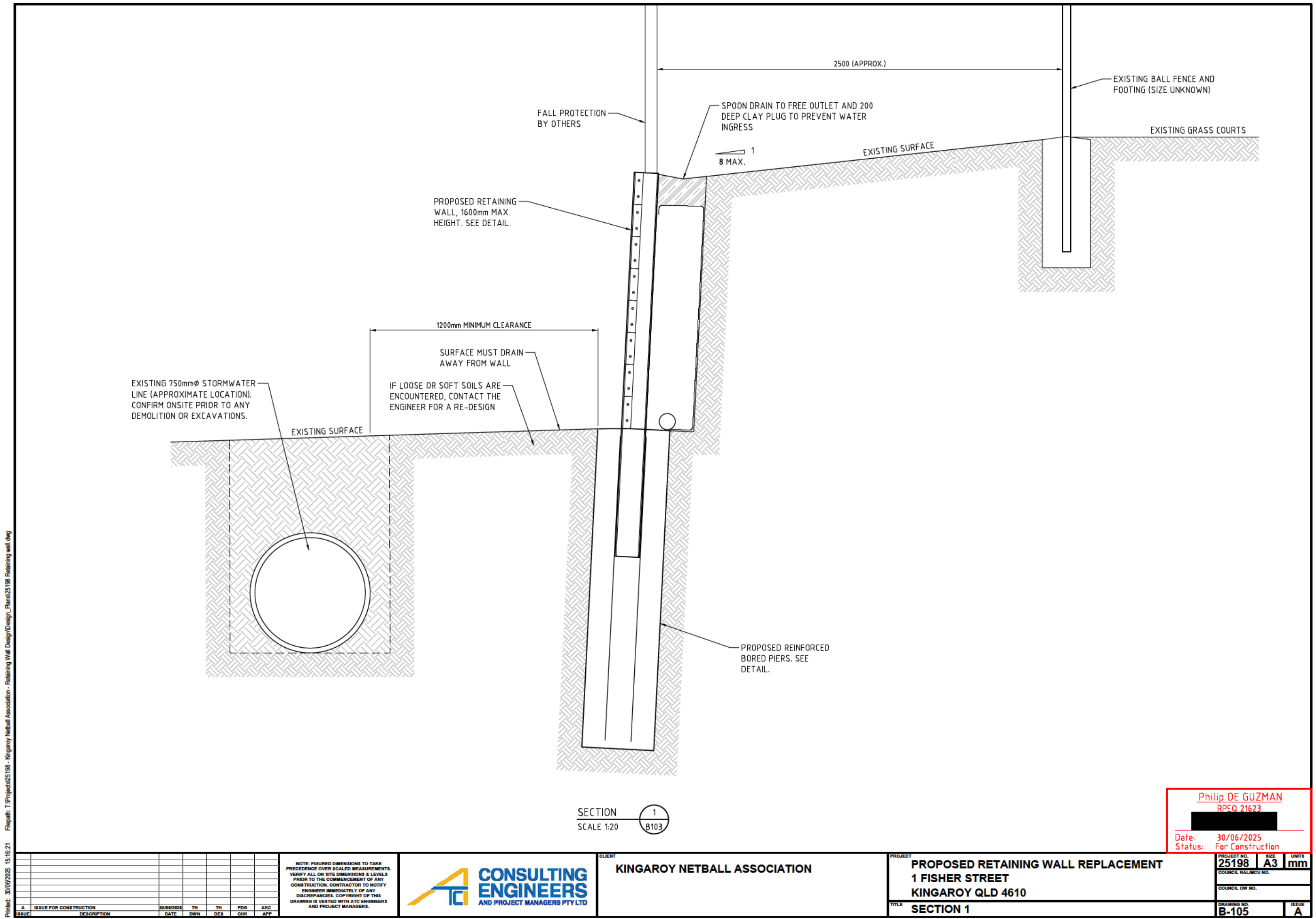
Terms & Conditions

This Quote is valid for 30 days

Please note that this is an estimate only. Pricing is subject to the results of the Soils Test, Contour Survey, 6 Star Energy Rating, Foundation Design, and BAL Assessment.







Form 15**Compliance certificate for
building design or specification**

This form is the approved form that must be used in accordance with section 10 of the *Building Act 1975* and sections 73 and 77 of the *Building Regulation 2021* (Design-specification certificate) stating that an aspect of building work or specification will, if installed or carried out as stated in this form, comply with the building assessment provisions.

Additional explanatory information is included in the Appendix at the end of this form.

<p>1. Property description</p> <p>This section need only be completed if details of street address and property description are applicable.</p> <p>E.g. in the case of (standard/generic) pool design/shell manufacture and/or patio and carport systems this section may not be applicable.</p> <p>Where applicable, the description must identify all land the subject of the application.</p> <p>The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.</p> <p>If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address (include number, street, suburb/locality and postcode) 2 Fisher street</p> <hr/> <p>Kingaroy State QLD Postcode 4610</p> <hr/> <p>Lot and plan details (attach list if necessary) Lot 58 on RP63331</p> <hr/> <p>Local government area the land is situated in South Burnett Regional Council</p> <hr/>
<p>2. Description of aspect/s certified</p> <p>Clearly describe the extent of work covered by this certificate, e.g. all structural aspects of the steel roof beams.</p>	<p>Concrete sleeper retaining wall located eastern side and southern end of the lot.</p>
<p>3. Basis of certification</p> <p>Detail the basis for giving the certificate and the extent to which tests, specifications, rules, standards, codes of practice and other publications were relied upon.</p>	<p>National Construction Code AS 1170 - Structural Design Actions AS 3600 - Concrete Structures AS 4678 - Earth Retaining Structures</p>

4. Reference documentation Clearly identify any relevant documentation, e.g. numbered structural engineering plans.	ATC Consulting Engineers IFC Drawings, Proposed Retaining Wall Replacement, B-101 to B-105, Issue A, Dated 30 June 2025	
5. Building certifier reference number and building development application number	Building certifier reference number Building development application number (if available)	
6. Appointed competent person details Under Part 6 of the Building Regulation 2021 a person must be assessed as a competent for the type of work (design-specification) by the relevant building certifier.	Name (in full) Philip De Guzman Company name (if applicable) ATC Consulting Engineers and Project Manager Business phone number 07 4162 2378 Email address office@atcengineers.com.au Postal address PO Box 550 Kingaroy State <input checked="" type="checkbox"/> QLD Postcode 4610 Licence class or registration type (if applicable) RPEQ Licence or registration number (if applicable) 21623	
7. Signature of appointed competent person This certificate must be signed by the individual assessed and appointed by the building certifier as competent to give design-specification help.	Signature Date 30/06/2025	

LOCAL GOVERNMENT USE ONLY

Date received		Reference number/s	
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Appendix – explanatory information

IMPORTANT NOTE: it is an offence for a competent person to give a building certifier a document, including this form, that the person knows or reasonably suspects, is false or misleading.

Who can complete this certificate? (section 10 of the *Building Act 1975* (Building Act) and sections 73 and 77 of Building Regulation 2021 (BR 2021))

A building certifier can accept from a competent person (design-specification) a certificate stating that the competent person has assessed the building design or specification for the aspect of building work, and it will, if installed or carried out under the certificate, comply with the building assessment provisions, including any relevant standards and codes.

Schedule 10 of the BR 2021 defines *building design or specification* as any material, system, method of building or other thing related to the design of or specifications for building work.

When completing the certificate, a competent person is required under section 77 of the BR 2021 to include the basis for giving the certificate and state the extent to which the competent person has relied on tests, specifications, rules, standards, codes of practice or other publications.

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A manufacturer or supplier of building materials can give this form if they have undertaken the design component for the product. For example a window manufacturer who designs, constructs and supplies the windows to industry could give this form.

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A building certifier must assess and decide to appoint an individual as a competent person before they can accept design-specification help.

When deciding whether a person can be a competent person, the building certifier must assess the person having regard to their experience, qualifications and skills and ensure the person holds a licence or registration if required.

The building certifier is required to keep detailed records about what was considered when appointing a competent person.

For further information about assessment of someone as a competent person refer to the **Guideline for the assessment of competent persons**.

What is required if a manufacturer or supplier did not do the design work for the product?

A manufacturer or supplier who is not part of the design process may give the construction contractor, builder, competent person or the building certifier evidence of suitability such as a product technical statement under Part A5 of the Building Code of Australia (BCA), for an aspect or material stating that it is compliant with the relevant reference documents in the BCA i.e. the applicable Australian Standard/s.

What if there is not enough space for all the supporting material/documents?

Items 2, 3 and 4 requires the competent person to clearly identify the extent of the assessment that was undertaken for aspect/s of work identified in this form.

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PRIVACY NOTICE

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**ZAC STEINHARDT**

127 Pring Street Wondai 460

Mobile: 0456 999 33

Email: steinhardt_35@outlook.co

ABN: 1766101081

QUOTE TO:
KINGAROY NETBALL COURT

DATE:	9/7/2025
QUOTE NO:	317

Description	Amount
SUPPLY MATERIALS AND LABOUR TO REPLACE EXSISTING TIMBER SLEEPER WALL WITH NEW STEEL GAL POSTS AND CONCRETE SLEEPERS AS PER DRAWINGS SUPPLIED BY ATC ENGINEERS (57 LINEAL MTRS)	
TOTAL	\$31,409.10
GST	\$3,140.90
TOTAL INCL GST	\$34,550.00



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Quoted Items

Quoted items represents a break down of the quote for your project. If you have any questions about any item, please feel free to contact us.

Exclusions to the price include,

- Council submissions
- Engineering inspections
- Fall protection to the top of retaining wall

Preliminaries	\$6,277.50
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Demolition	\$7,290.00
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Retaining wall 62m	\$47,242.79
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Turf and remediation	\$14,040.00
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Allowances

Allowances For Provisional Sums

Provisional Sums are a reasonable estimate or allowance for works where the full scope is not yet known.

Demolition \$2,640.00

Ref	Description	Qty	UOM	Incl. GST
2.2	Dump fees	6.000		\$2,640.00

Turf and remediation \$7,920.00

Ref	Description	Qty	UOM	Incl. GST
4.2	Turf Supply and lay	400.000	m2	\$7,920.00

Total Incl. GST: \$10,560.00

Specifications & Inclusions

Retaining wall 62m

Ref: 1.001	Qpro post 1400mm
Ref: 1.002	Qpro post 1000mm
Ref: 1.003	Qpro 1600mm sleeper
Ref: 1.004	Qpro Post 800mm
Ref: 1.005	Qpro 2000mm sleeper
Ref: 1.006	Qpro post 1200mm
Ref: 1.007	Qpro Post 400mm
Ref: 1.008	Qpro post 1600mm
Ref: 1.009	Qpro post 600mm

Quote Summary

Quoted items represents a break down of the quote of your project.If you have any questions about any item, please feel free to contact us.

Sub Total:	\$74,850.29
-------------------	--------------------

GST:	\$7,485.03
-------------	-------------------

Incl. GST:	\$82,335.32
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Terms & Conditions

This Quote is valid for 30 days

Please note that this is an estimate only. Pricing is subject to the results of the Soils Test, Contour Survey, 6 Star Energy Rating, Foundation Design, and BAL Assessment.

GENERAL

- G1. THESE DRAWINGS SHALL BE READ IN ACCORDANCE WITH ALL ARCHITECTURAL AND OTHER CONSULTANTS' DRAWINGS AND SPECIFICATIONS AND WITH OTHER WRITTEN INSTRUCTION AS MAY BE ISSUED DURING THE COURSE OF THE CONTRACT. ANY DISCREPANCIES SHALL BE REFERRED TO THE SUPERINTENDENT BEFORE PROCEEDING WITH THE WORKS.
- G2. ALL SETTING OUT DIMENSIONS AND LEVELS SHALL BE VERIFIED ON SITE PRIOR TO COMMENCEMENT OF WORKS.
- G3. DIMENSIONS SHALL NOT BE OBTAINED BY SCALING THE DRAWINGS.
- G4. CONTRACTOR TO ENSURE SAFETY AND STABILITY OF THE EXISTING STRUCTURES AND ALL WORKS INCLUDING TEMPORARY SUPPORTS THROUGHOUT THE DURATION OF THE WORKS.
- G5. ALL WORKMANSHIP AND MATERIALS (WHETHER SHOWN ON THESE DRAWINGS OR NOT) SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE NATIONAL CONSTRUCTION CODE (NCC), AUSTRALIAN STANDARDS AND THE BY-LAWS AND ORDINANCES OF THE RELEVANT BUILDING AUTHORITY. ALL CODES SHALL BE CURRENT EDITIONS.
- G6. ANY CONFLICT BETWEEN THESE NOTES AND THE SPECIFICATION OF THESE DRAWINGS SHALL BE RESOLVED BY THE ENGINEER.
- G7. ALL EQUIPMENT MUST BE FREE OF FIRE ANTS PRIOR TO AND DURING CONSTRUCTION.
- G8. SAFETY FENCES REQUIRED AROUND TOP OF RETAINING WALLS AND EXCAVATIONS DEEPER THAN 1.0m.
- G9. CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS.
- G10. IF DOUBT EXISTS, REFER TO ENGINEER.

DESIGN CRITERIA

- DC1. THE STRUCTURE SHOWN ON THESE DRAWINGS HAS BEEN DESIGNED BASED ON THE FOLLOWING:
- DESIGN LIFE: 15 YEARS
- WIND LOAD CLASSIFICATION: N3
- SURCHARGE LOAD ON BACKFILL: 2.5 kPa

UNDERGROUND SERVICES

- US1. NOTWITHSTANDING THAT EXISTING SERVICES MAY OR MAY NOT BE SHOWN ON THESE DRAWINGS, NO RESPONSIBILITY IS TAKEN BY THE ENGINEER OR THE PRINCIPAL FOR THIS INFORMATION WHICH HAS BEEN SUPPLIED BY OTHERS. THE DETAILS ARE PROVIDED FOR INFORMATION ONLY. THE CONTRACTOR SHALL ASCERTAIN THE POSITION OF ALL UNDERGROUND SERVICES PRIOR TO EXCAVATION AND SHALL BE RESPONSIBLE FOR THE COST OF REPAIRS TO DAMAGE CAUSED AS A RESULT OF THE WORKS.

INSPECTIONS

- I1. INSPECTIONS SHALL BE CARRIED OUT AT EACH FOOTING STAGE BY A SUITABLY QUALIFIED ENGINEER, 24 HOURS NOTICE REQUIRED.

EXCAVATIONS

- E1. THE CONTRACTOR MUST ENSURE STABILITY OF ALL EXCAVATIONS AND EXISTING STRUCTURES DURING CONSTRUCTION.
- E2. ALL EXCAVATIONS MUST BE BACKFILLED AND COMPACTED WITH CONTROLLED FILL TO 98% STANDARD COMPACTION.
- E3. ALL VOIDS CREATED DURING THE EXCAVATION PROCESS MUST BE CONCRETE FILLED.
- E4. DE-WATERING MUST BE ALLOWED FOR.
- E5. THE USE OF A TEMPORARY LINER MAY BE REQUIRED TO PREVENT COLLAPSE OF THE EXCAVATION DURING CONSTRUCTION AND REDUCE/ PREVENT INGRESS OF WATER. THE USE OF PERMANENT LINERS IS NOT PERMITTED.
- E6. NO EXCAVATIONS DEEPER THAN 1m SHALL BE MADE WITHIN 2m OF FOOTINGS.
- E7. EXCAVATION FOR BORED PIERS SHALL BE DONE BY MECHANICAL AUGERING OR OTHER APPROVED MEANS. SIDES OF HOLES SHALL BE VERTICAL AND FREE OF LOOSE MATERIAL, THE BASE MUST ALSO BE FREE OF LOOSE MATERIAL. A CLEAN OUT BUCKET MUST BE USED.

FOUNDATIONS

- F1. THE BUILDER SHALL ENGAGE A GEOTECHNICAL ENGINEER TO VERIFY AND APPROVE THE DEPTH AND FOUNDING MATERIAL BEFORE PLACING REINFORCEMENT. PROBE HOLES, IF REQUIRED BY THE GEOTECHNICAL ENGINEER, SHALL BE PROVIDED BY THE CONTRACTOR.
- F2. UNDERSIDE OF FOOTINGS SHALL FOUND INTO NATURAL STIFF CLAY OR BETTER MATERIAL WITH A MINIMUM ALLOWABLE BEARING CAPACITY OF 100kPa UNO.
- F3. PERMEABLE SOILS WITH A pH<4, OR WITH GROUND WATER CONTAINING MORE THAN 1g PER LITRE OF SULPHATE IONS, WOULD BE CONSIDERED AGGRESSIVE. ADMIXTURES SHOULD BE CONSIDERED TO RESIST SUCH ATTACKS.
- F4. IF THE DEPTH OF ANY UNDERGROUND SERVICE IS MORE THAN THE DISTANCE AWAY FROM THE FOOTING (WITHIN THE FOOTING'S ZONE OF INFLUENCE), THEN THIS OFFICE MUST BE CONTACTED FOR A REDESIGN.

CONCRETE

- C1. ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS3600.

CONCRETE SPECIFICATION (U.N.O.)								
ELEMENT	F _c (MPa)	MAX. AGG. SIZE (mm)	SLUMP (mm)	SPECIAL REQUIREMENTS	ADMIXTURE	COVER (mm)		
						TOP	SIDES	BOTTOM
FOOTINGS	N25	20	80	-	NIL	50	50	50

- C3. REINFORCEMENT SYMBOLS:
- R - DENOTES R250N HOT ROLLED PLAIN BAR TO AS4671.
- SL/RL - HARD DRAWN STEEL WIRE REINFORCING FABRIC GRADE D500L TO AS4671.
- N - DENOTES GRADE D500N HOT ROLLED DEFORMED BAR TO AS4671.
- THE NUMBER PRECEDING THE BAR SYMBOL DENOTES THE NUMBER OF BARS IN THE GROUP AND THE NUMBER FOLLOWING THE BAR SYMBOL DENOTES THE BAR DIAMETER. ALTERNATIVELY, THE NUMBER FOLLOWING THE BAR DIAMETER DENOTES THE MAXIMUM CENTRE SPACING.

REINFORCEMENT LAPS SHALL BE (U.N.O.)									
BAR SIZE / TYPE	N12	N16	N20	N24	N28	N32	N36	TRENCH MESH (TM)	WIRE MESH (RL OR SL)
LAP LENGTH (mm)	600	800	1000	1350	1750	2150	2250	500	2 OVERLAPPING WIRES

- C5. REINFORCEMENT IS SHOWN DIAGRAMMATICALLY AND NOT NECESSARILY SHOWN IN TRUE PROJECTION.
- C6. WELDING OF REINFORCEMENT IS NOT PERMITTED (U.N.O.).
- C7. DO NOT CUT REINFORCEMENT ON SITE TO CLEAR PENETRATIONS. DISPLACE REINFORCEMENT SLIGHTLY AS NECESSARY TO CLEAR BLOCKOUTS.
- C8. PIPES OR CONDUITS SHALL NOT BE PLACED WITHIN THE CONCRETE COVER TO REINFORCEMENT WITHOUT THE APPROVAL OF THE ENGINEER.
- C9. THE CONTRACTOR SHALL NOTIFY THE ENGINEER 24 HOURS BEFORE REINFORCEMENT IS COMPLETED. THE CONTRACTOR SHALL ALLOW AFTER COMPLETION OF THE REINFORCEMENT, TWO (2) HOURS FOR THE ENGINEERS INSPECTION.

- C10. CONCRETE SHALL NOT BE ORDERED UNTIL REINFORCEMENT IS APPROVED BY THE ENGINEER.
- C11. NO WATER TO BE ADDED TO CONCRETE ONSITE.
- C12. CONCRETE SHALL BE COMPACTED USING HIGH FREQUENCY VIBRATORS, COMPLETELY FILLING THE FORMWORK FREE OF POCKETS.
- C13. ALLOW MINIMUM 7 DAYS CURING PERIOD TO AVOID DAMAGE.

STEELWORK

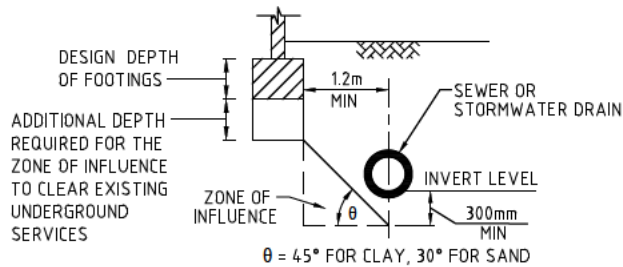
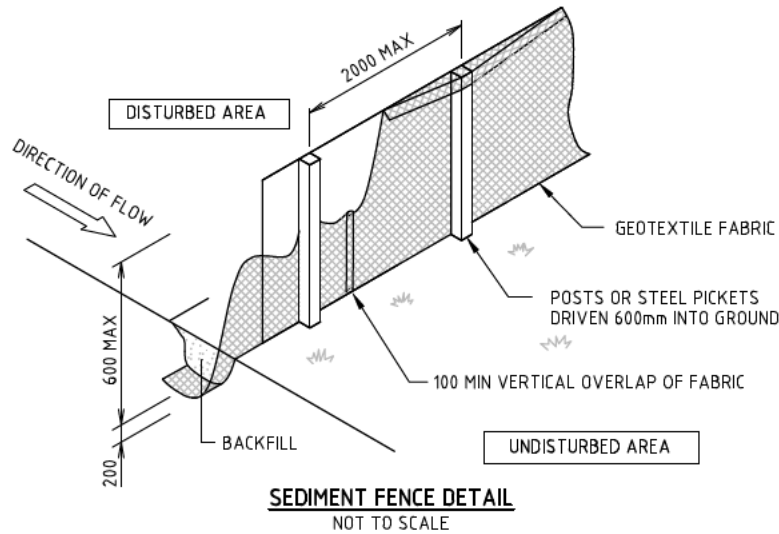
- S1. ALL STEELWORK TO BE IN ACCORDANCE WITH AS4100.
- S2. ALL STEEL SECTIONS AND FIXINGS SHALL BE GALVANISED TO RELEVANT AUSTRALIAN STANDARDS.
- S3. UNLESS NOTED OTHERWISE, ALL WELDS SHALL BE 6mm CONTINUOUS FILLET WELD TO AS1154 WITH COLD GALVANISING OR PAINT TREATMENT TO COMPLETED WELDS.

EARTHWORKS

- EW1. ALL EARTHWORKS TO BE CARRIED OUT IN ACCORDANCE WITH AS3798.
- EW2. STRIP THE CONSTRUCTION AREA OF ALL VEGETATION, RUBBISH, DELETERIOUS MATERIAL AND TOPSOIL AS NOMINATED BY THE ENGINEER. DISPOSE OF ALL SUCH MATERIAL OFF SITE. TOPSOIL AND UNCONTROLLED FILL APPROVED FOR REUSE, IS TO BE STOCKPILED ON SITE AS DIRECTED BY THE ENGINEER.
- EW3. EARTHWORKS PROFILES ARE TO BE TRANSITIONED UNIFORMLY BETWEEN THE EXISTING SLOPES.
- EW4. STOCKPILED TOPSOIL IS TO BE SPREAD TO AN EVEN THICKNESS OVER ALL BATTERS AND SURROUNDING AREAS DISTURBED BY CONSTRUCTION ACTIVITIES. THE CONTRACTOR IS TO DISPOSE OF EXCESS TOPSOIL OFF SITE. ALL DISTURBED AREAS TO BE GRASS SEEDDED.
- EW5. EXCESS SPOIL MATERIAL GENERATED DURING CONSTRUCTION IS TO BE REMOVED FROM THE SITE BY THE CONTRACTOR.

SEDIMENT AND EROSION CONTROL

- SE1. THE CONTRACTOR IS TO ENSURE THAT APPROPRIATE MEASURES ARE TAKEN TO LIMIT THE REMOVAL OF SEDIMENT FROM THE SITE.
- SE2. IMPLEMENTATION OF (BUT NOT LIMITED TO) THE FOLLOWING MEASURES MAY REDUCE EROSION AND THE REMOVAL OF SEDIMENT:
- 2.1 MAINTENANCE OF EXISTING VEGETATION WHERE PRACTICAL;
- 2.2 INSTALLATION AND REGULAR MAINTENANCE OF SHAKEDOWN AREAS;
- 2.3 INSTALLATION AND REGULAR MAINTENANCE OF SEDIMENT FENCES;
- 2.4 GRASS SEEDING AND TURFING UPON COMPLETION OF PROJECT.



Philip DE GUZMAN
RPEQ 21623

Date: 30/06/2025
Status: For Construction

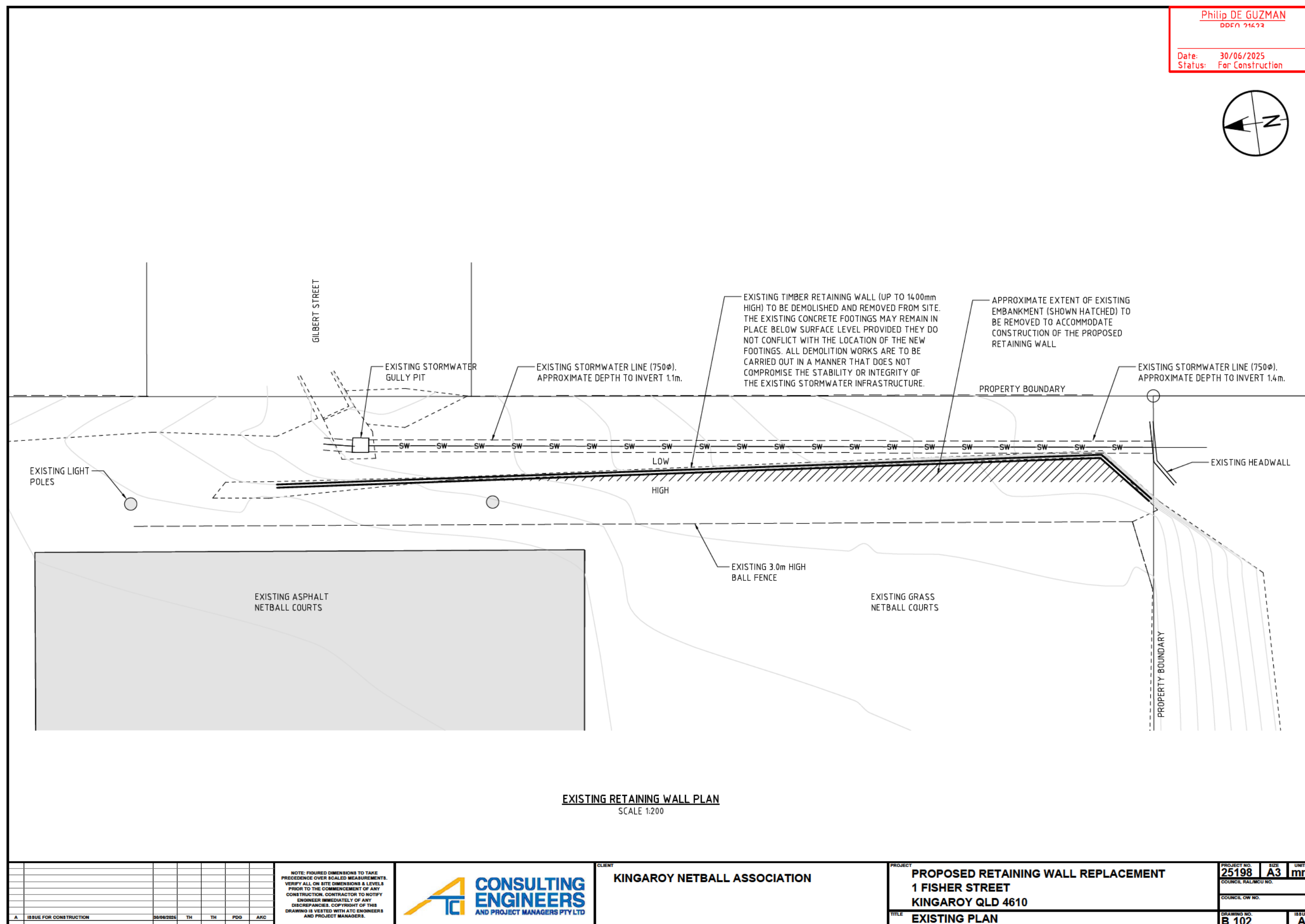
NOTE: FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY OF ANY DISCREPANCIES. COPYRIGHT OF THIS DRAWING IS VESTED WITH ATO ENGINEERS AND PROJECT MANAGERS.

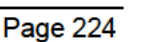


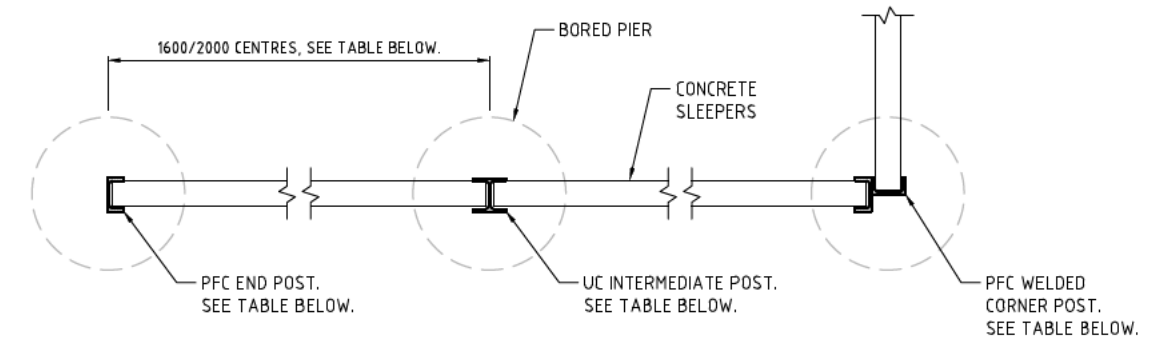
KINGAROY NETBALL ASSOCIATION

PROPOSED RETAINING WALL REPLACEMENT
1 FISHER STREET
KINGAROY QLD 4610
GENERAL NOTES

PROJECT NO. 25198	SIZE A3	UNITS mm
COUNCIL RAL/MCU NO.		
COUNCIL OW NO.		
DRAWING NO. B 101	ISSUE A	







WALL SPECIFICATIONS

WALL HEIGHT 'H'	PIER DEPTH 'D'	PIER DIAMETER	PIER SPACING	POST LENGTH	SLEEPER LENGTH	INTERMEDIATE POST	END POST
400	1000	450	2000	800	2000	100UC 14.8	100 PFC
600	1100	450	2000	1200	2000	100UC 14.8	100 PFC
800	1300	450	2000	1600	2000	100UC 14.8	100 PFC
1000	1500	450	2000	2000	2000	100UC 14.8	100 PFC
1200	1700	450	2000	2000	2000	100UC 14.8	100 PFC
1400	1900	450	2000	2400	2000	100UC 14.8	100 PFC
1600	2000	450	1600	2400	1600	150UC 23.4	150 PFC

- CS.1. PIER CONCRETE STRENGTH f'_c 25MPa
- CS.2 ALL CONCRETE TO BE ADEQUATELY COMPACTED BY A MECHANICAL VIBRATOR AND CURED.
- CS.3 ALL PIERS SHALL FOUND IN NATURAL VERY STIFF CLAY, BELOW ALL FILL AND SOFT/ LOOSE SOILS.
- CS.4 NO EXCAVATIONS SHALL TAKE PLACE IN FRONT OF THE FOOTING FOR A DISTANCE EQUAL TO THE HEIGHT OF THE WALL.
- CS.5 NO UNDERGROUND SERVICES SHALL BE LOCATED WITHIN 2.0m OF THE FOOTING.
- CS.6 BACKFILLING THE WALL SHOULD BE POSTPONED FOR A MIN. OF 7 DAYS.
- CS.7 NO OTHER WALLS OR STRUCTURES TO FOUND BEHIND THE WALL WITHIN A DISTANCE EQUAL TO THE HEIGHT OF THE WALL.
- CS.8 ALL FALL PROTECTION AND FENCING BY OTHERS.

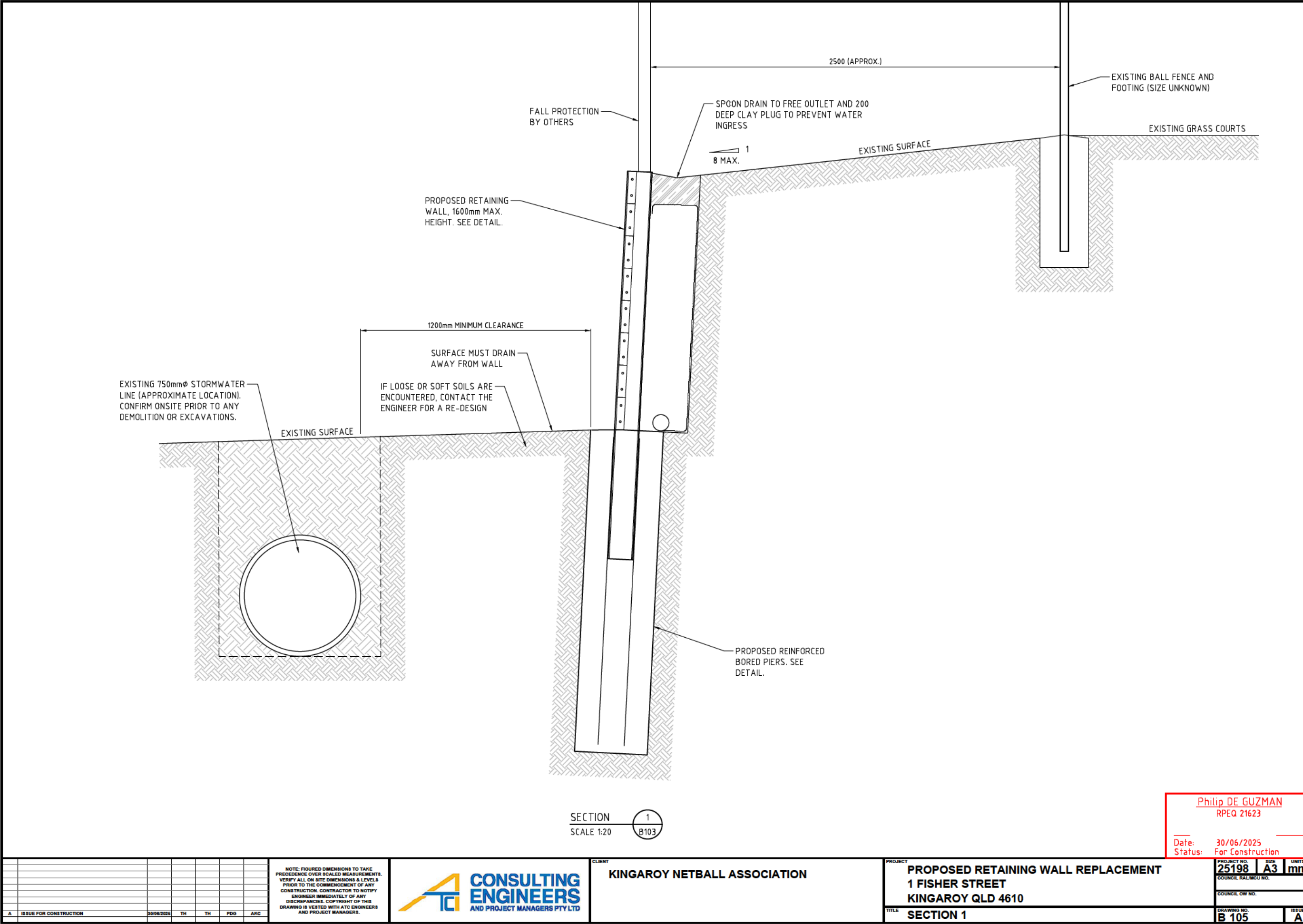
A	ISSUE FOR CONSTRUCTION	30/06/2026	TH	TH	PDG	AFC



**CONSULTING
ENGINEERS**
AND PROJECT MANAGERS PTY LTD

PROJECT
PROPOSED RETAINING WALL REPLACEMENT
1 FISHER STREET
KINGAROY QLD 4610

PROJECT NO. 25198	SIZE A3	UNIT mm
COUNCIL RAL/MCU NO.		
COUNCIL OW NO.		
DRAWING NO. B 104		ISSUE A



Form 15**Compliance certificate for
building design or specification**

This form is the approved form that must be used in accordance with section 10 of the *Building Act 1975* and sections 73 and 77 of the *Building Regulation 2021* (Design-specification certificate) stating that an aspect of building work or specification will, if installed or carried out as stated in this form, comply with the building assessment provisions.

Additional explanatory information is included in the Appendix at the end of this form.

<p>1. Property description</p> <p>This section need only be completed if details of street address and property description are applicable.</p> <p>E.g. in the case of (standard/generic) pool design/shell manufacture and/or patio and carport systems this section may not be applicable.</p> <p>Where applicable, the description must identify all land the subject of the application.</p> <p>The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.</p> <p>If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address (include number, street, suburb/locality and postcode) 2 Fisher street</p> <hr/> <p>Kingaroy State QLD Postcode 4610</p> <hr/> <p>Lot and plan details (attach list if necessary) Lot 58 on RP63331</p> <hr/> <p>Local government area the land is situated in South Burnett Regional Council</p> <hr/>
<p>2. Description of aspect/s certified</p> <p>Clearly describe the extent of work covered by this certificate, e.g. all structural aspects of the steel roof beams.</p>	<p>Concrete sleeper retaining wall located eastern side and southern end of the lot.</p>
<p>3. Basis of certification</p> <p>Detail the basis for giving the certificate and the extent to which tests, specifications, rules, standards, codes of practice and other publications were relied upon.</p>	<p>National Construction Code AS 1170 - Structural Design Actions AS 3600 - Concrete Structures AS 4678 - Earth Retaining Structures</p>

4. Reference documentation Clearly identify any relevant documentation, e.g. numbered structural engineering plans.	ATC Consulting Engineers IFC Drawings, Proposed Retaining Wall Replacement, B-101 to B-105, Issue A, Dated 30 June 2025	
5. Building certifier reference number and building development application number	Building certifier reference number Building development application number (if available)	
6. Appointed competent person details Under Part 6 of the Building Regulation 2021 a person must be assessed as a competent for the type of work (design-specification) by the relevant building certifier.	Name (in full) Philip De Guzman Company name (if applicable) ATC Consulting Engineers and Project Manager Business phone number 07 4162 2378 Email address office@atcengineers.com.au Postal address PO Box 550 Kingaroy State <input checked="" type="checkbox"/> QLD Postcode 4610 Licence class or registration type (if applicable) RPEQ Licence or registration number (if applicable) 21623	
7. Signature of appointed competent person This certificate must be signed by the individual assessed and appointed by the building certifier as competent to give design-specification help.	Signature Date 30/06/2025	

LOCAL GOVERNMENT USE ONLY

Date received		Reference number/s	
---------------	--	--------------------	--

Appendix – explanatory information

IMPORTANT NOTE: it is an offence for a competent person to give a building certifier a document, including this form, that the person knows or reasonably suspects, is false or misleading.

Who can complete this certificate? (section 10 of the *Building Act 1975* (Building Act) and sections 73 and 77 of Building Regulation 2021 (BR 2021))

A building certifier can accept from a competent person (design-specification) a certificate stating that the competent person has assessed the building design or specification for the aspect of building work, and it will, if installed or carried out under the certificate, comply with the building assessment provisions, including any relevant standards and codes.

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A manufacturer or supplier of building materials can give this form if they have undertaken the design component for the product. For example a window manufacturer who designs, constructs and supplies the windows to industry could give this form.

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What if there is not enough space for all the supporting material/documents?

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13.3 REQUEST FOR A PARK BENCH TO BE INSTALLED ALONG THE RAIL TRAIL AND WONDAL REGIONAL ART GALLERY AND TO BE NAMED AFTER DAFYD MARTINDALE

File Number: 15/09/2025

Author: Manager Facilities, Parks & NRM

Authoriser: Chief Executive Officer

PRECIS

Request for a park bench to be installed along the Kingaroy to Kilkivan Rail Trail and in close proximity to the Wondai Regional Art Gallery and to be named after Dafyd Martindale.

SUMMARY

Council has received a request from the South Burnett Rail Trail Users Association requesting a park bench to be installed along the Rail Trail and Wondai Regional Art Gallery and to be named after Dafyd Martindale.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council approves the South Burnett Rail Trail Users Association to install a chair on the Kingaroy to Kilkivan Rail Trail in memory of Dafyd Martindale, passionate advocate of the South Burnett.

FINANCIAL AND RESOURCE IMPLICATIONS

There will be no financial or resource implications for Council. Any costs for signage and communications associated with the naming of the bench will be the responsibility of the South Burnett Rail Trail Users Association. The request from the Association has asked that Council provide specifications for the concrete pad for the bench to sit on.

LINK TO CORPORATE/OPERATIONAL PLAN

EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

IN5 Continue to provide and investigate options to improve rail trail infrastructure, residential footpaths and cycleways to promote active lifestyle connectivity.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Members from the South Burnett Rail Trail User Group, Cr Deb Dennien and Cr Ros Heit meet on site to discuss the best location for the chair to be placed in Wondai.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct Legal Implications (Statutory Basis, Legal risks)

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council adopted its Infrastructure Asset Naming Policy on 15 March 2017.

The Asset Naming Policy applies to all existing and proposed infrastructure assets inclusive of gazetted and private assets in the South Burnett region that are under the control of the South Burnett Regional Council.

Council has a current lease with the Department of Transport and Main Roads over the Rail Trail which expires 30 June 2056.

ASSET MANAGEMENT IMPLICATIONS

The bench would become an asset of Councils. It would be included in the Wondai Parks crew's Winter Maintenance Schedule and maintain regularly like other benches in the community.

REPORT

Council has received a request from the South Burnett Rail Trail Users Association to construct and install a park bench along the Rail Trail and Wondai Regional Art Gallery and name it in honour of the late Dafyd Martindale and his contribution to the region.

In their request, the South Burnett Rail Trail Users Association will fund the construction and installation of the concrete pad for the park bench to sit on. Council would need to provide specification for the pad. The Association will also fund the installation of the park bench and a plaque to be fixed to the bench that reads;

'In memory of Dafyd Martindale, passionate advocate of the South Burnett.'

Donated by the South Burnett Rail Trail Users Association

The location of the bench will be under the last tree behind the Art Gallery heading towards the old Railway building.

Once the bench is installed it would become a Council asset and be part of the Wondai Parks crew winter maintenance schedule.

ATTACHMENTS

1. Photo of location for bench [↓](#) 
2. Aerial Map of location [↓](#) 



Photo of tree the Rail Trail Users Association would like the bench to be placed under.

Aerial Map—Wondai Regional Art Gallery & Rail Trail

Yellow rectangle - indicates where proposed bench location along Rail Trail behind Art Gallery



13.4 ROUND 6 SCHOOL TRANSPORT INFRASTRUCTURE PROGRAM NOMINATIONS**File Number: 15-10-2025****Author: Manager Technical Services****Authoriser: Chief Executive Officer****PRECIS**

Round 6 STIP Nominations

SUMMARY

The State Government's School Transport Infrastructure Program (STIP) provides funding to improve the safety and operation of schools through new or improved infrastructure at the school and/or on the surrounding road network. Round 6 for 2025/26 has been released for submission to the State Government required by 31 October 2025.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council nominate the below school projects as a staged delivery over a number of financial years and in order of priority:

1. St John's Lutheran School, Kingaroy, Carparking Reconfiguration and Upgrade
2. Proston State School, Bus Setdown and Footpath Works
3. Kingaroy State High School, Markwell St (Mant St/First Ave) Carparking

FINANCIAL AND RESOURCE IMPLICATIONS

The maximum amount of state funding available for a project is \$250,000 except in special circumstances. It is a requirement that projects will be funded at a minimum 50:50 subsidy basis (for example co-funding between TMR and Local Government) with the Council contribution being equal to or greater than 50% towards each project.

This round of the STIP program is being considered for delivery commencing in 2026/27. The previous round of STIP funding was delivered in 2024/25 and these proposals are similar to those provided in 2024, as Council were unsuccessful in that tranche of funding.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 Continue to provide sound asset management strategies to maintain and improve Council's footpath infrastructure.

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.

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council have had success in funding applications under STIP over a number of years delivering minor infrastructure improvements relating to carparking, footpaths, bus setdowns and signage and linemarking. However Council were unsuccessful in that last tranche of funding, submitted in October 2024.

Consultation has been held with all of the schools regarding STIP project ideas for endorsement prior to submission. Council officers have also been liaising with TMR Road Safety on preferred sites and have their support for these nominations.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

Council is obliged to manage its assets in accordance with the requirements of the Local Government Act 2009 and the Civil Liability Act 2002.

REPORT

Council is seeking to submit applications for funding under the next round of School Transport Infrastructure Program (STIP). Each of the presented nominations meets the STIP funding criteria regarding eligible school categories and typical works. Should these applications be successful, they will require a co-contribution of 50% from Council.

Council officers have identified the following projects for submission for STIP assessment along with concept plans attached (Attachment One (1)):

St John's Lutheran School, Kingaroy

St John's is going through a period of rapid growth since they extended their secondary school operations from Year 10 to Year 12 as well as increased enrolments over the last two (2) years. Traffic congestion has become greater and the forecast interests for Year 12 students gaining their provisional licenses in the next 12 months will also contribute to parking availability. As a result, parking operations on Ivy Street has been reconfigured to increase the car setdown area, relocated and increased the size of the bus operations to the eastern end of the school frontage for safer bus movements. In addition to this, It is proposed to create additional car parking bays on the western side of Campbell Street to offset the loss of bays on Ivy Street whilst remaining in proximity to pickup and setdown operations from the school Hall.

Proston State School, Proston

This bus operator that services Proston State School has raised concerns around the safety of operations exiting the parking and setdown facility at Proston State School. Both the buses and cars perform 180 degree movement to head north on Rodney Street, whilst the bus movements also clash with cars reversing from uncontrolled parking arrangements on the western side of the street. The intention with this project is to separate the uses, moving the bus operations further south which opens up car setdown operations in front of the school and the movements of the buses occurring away from cars. Preliminary discussions to date with bus operator was that they were interested in this proposal and for Council to consider this as a project for delivery into the future.

Kingaroy State High School, Kingaroy

Kingaroy State High School has a number of frontages on to streets that support secondary school interests and operations. Markwell Street between Mant Street and First Avenue has adequate room for the provision of additional parking facilities that are currently uncontrolled and underutilised. This area would also take some of the congestion away from other school frontages such as William Street and Avoca Street and cater for accessibility from the south, west and north of the school. There is an existing footpath along the southern side of Markwell Street that connect the students from these proposed bays to the existing gate that accesses the oval. Footpath extension from First Avenue to Parkside Drive will form the second stage of delivered works to connect the western catchment of students between Haly Street and Logan Road.


The above projects all have merit, however, Council's financial capacity is limited. The STIP program has the ability for projects to be delivered over more than one (1) financial year or delivered in a later financial year. It is important that Council is strategic on need across the schools and propose the following, acknowledging the financial structure for contributions from the program that can be accessed to deliver on them.

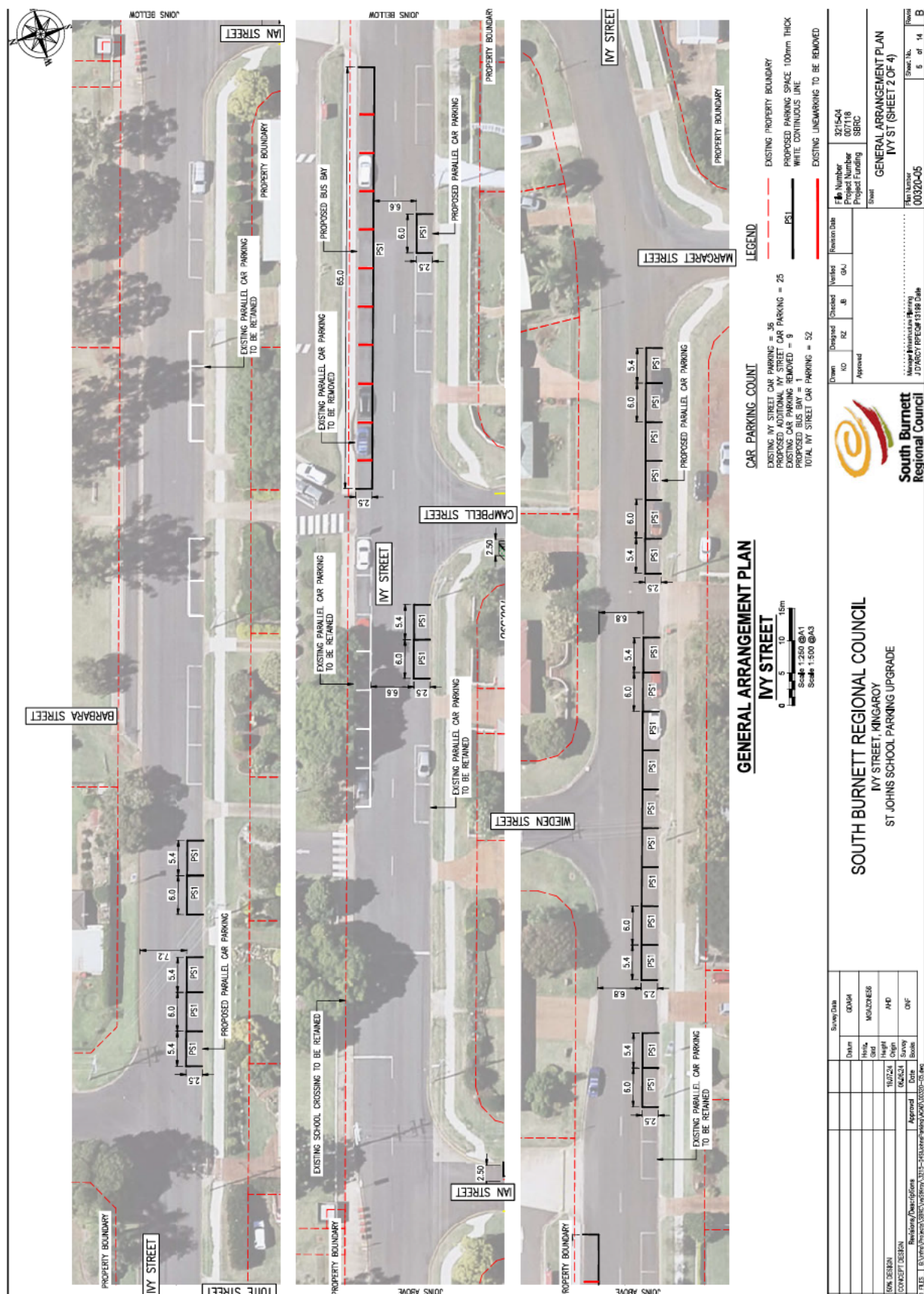
<u>School</u>	<u>Total Cost</u>
St John's Lutheran School	\$362k
Proston SS	\$262k
Kingaroy SHS	\$500k

Due to Council's financial capacity in sustaining operations against the transport and footpath network, it is also proposed to stage the nominations over four (4) years as per the below table:

<u>School</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>
St John's Lutheran School	\$362k			
Proston SS		\$262k		
Kingaroy SHS			\$250k	\$250k

ATTACHMENTS

1. St Johns Lutheran School - Ivy Street Kingaroy [!\[\]\(67ff022fd78f943b679992c2874bbfd1_img.jpg\)](#) 
2. St Johns Lutheran School - Campbell Street Kingaroy [!\[\]\(5890ff4c38007932c846fa9d39ba1fe6_img.jpg\)](#) 
3. Proston State Schoool - Rodney Street Proston [!\[\]\(3b3fbb6cc430c0b8da0c6ad8d8fe9f5d_img.jpg\)](#) 
4. Kingaroy State High School - Markwell Street Kingaroy [!\[\]\(4a20c858524295d2b586b58826d34eb7_img.jpg\)](#) 



Rodney Street, Proston



LEGEND

 PROPOSED PAVEMENT WIDENING (FULL DEPTH PAVEMENT).

 PROPOSED CONCRETE FOOTPATH.

EXISTING FOOTPATH TO BE RETAINED.

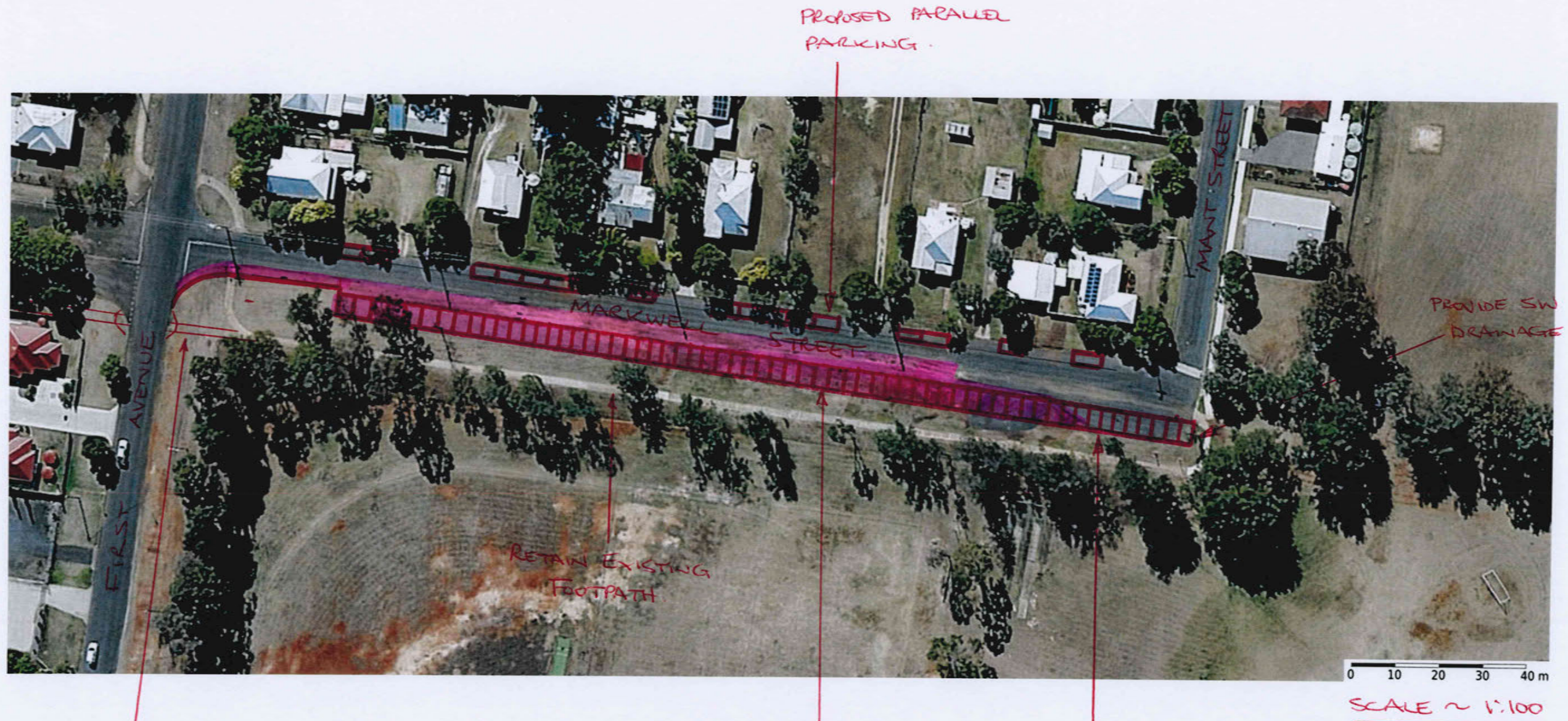
RELOCATED DROP 'N' GO ZONE.

RELOCATED BUS ZONE AND CONCRETE FOOTPATH.

NOTES:

- ① RE-SEAL FULL WIDTH RODNEY STREET.

Markwell Street, Kingaroy




EXTEND CONCRETE
FOOTPATH TO FIRST AVENUE.

PROPOSED KERB +
CHANNEL.

PROPOSED 90° ON-STREET
PARKING.

LEGEND

 PROPOSED PAVEMENT WIDENING
(FULL DEPTH PAVEMENT).

NOTES: ① RE-SEAL FULL WIDTH
MARKWELL STREET.

Markwell Street, Kingaroy



13.5 ROAD NAMING AT 189 CRUMPTON DRIVE BLACKBUTT NORTH**File Number:** 15-10-2025**Author:** Engineer Works**Authoriser:** Chief Executive Officer**PRECIS**

Requesting Council, name a new road in relation to decision notice number RAL23/0015 at 189 Crumpton Drive, Blackbutt North by Land Partners Pty Ltd.

SUMMARY

Council received a request to name a new road in relation to decision notice number RAL23/0015 at 189 Crumpton Drive, Blackbutt North by Land Partners Pty Ltd.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council adopts Timbertop Court as the new road name for the road at 189 Crumpton Drive, Blackbutt North in relation to the approved decision notice number RAL23/0015.

FINANCIAL AND RESOURCE IMPLICATIONS

The process will be managed within existing budget and resource provisions.

LINK TO CORPORATE/OPERATIONAL PLAN**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

IN1 Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

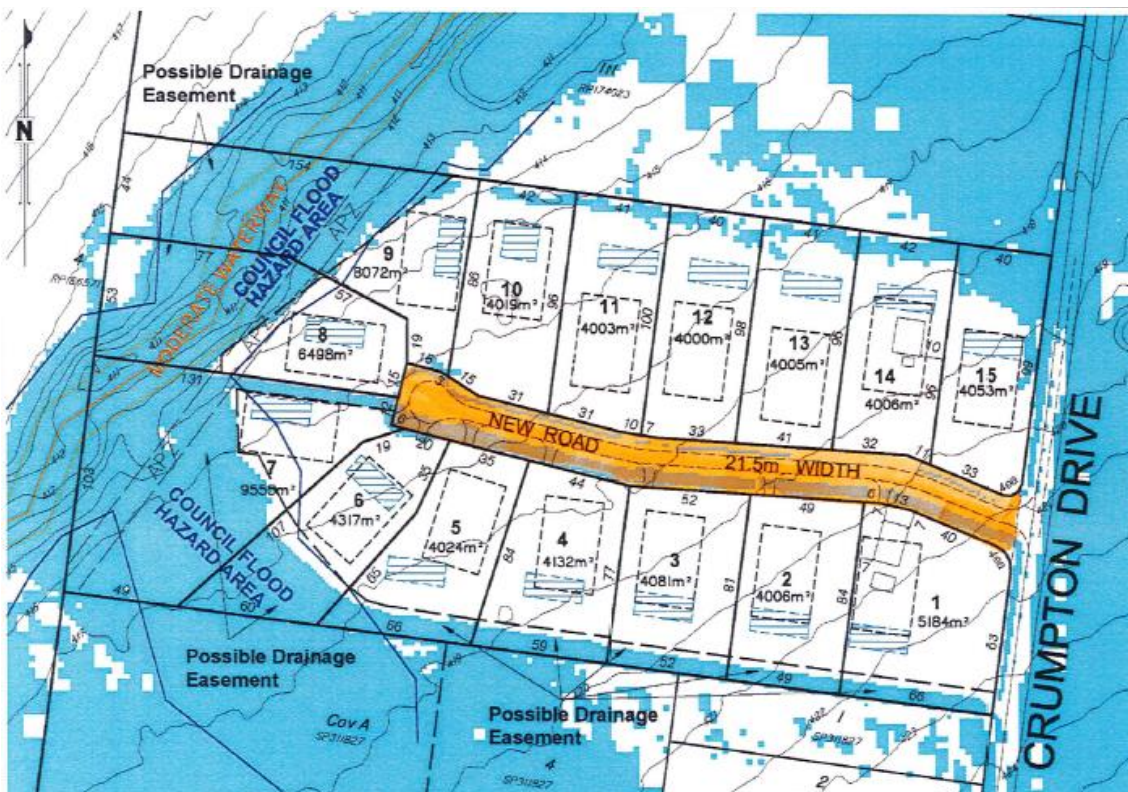
Reference is made to Council's Infrastructure Asset Naming Policy.

ASSET MANAGEMENT IMPLICATIONS

The recognition of these roads as Council assets is part of the approved decision notice RAL23/0015. This report relates only to the naming of the road casements.

REPORT

The applicant has formally submitted a request to Council for the naming of a new road in relation to decision notice number RAL23/0015 at 189 Crumpton Drive, Blackbutt North. The development includes one new road.



The applicant has requested that Council considers the following names for this road, in order of preference.

- Timbertown Crescent – “Timbertown Crescent” is a suitable name that has a strong connection to Blackbutt’s rich timber logging history.
- Timbertop Court - “Timbertop Court” is a suitable name that has a strong connection to Blackbutt’s rich timber logging history.

Upon review of the submission and in alignment with the Infrastructure Asset Naming Policy, it is recommended that the road be named **"Timbertop Court"**. While **"Timbertown Crescent"** is a suitable name that reflects Blackbutt’s rich timber logging history, it is more commonly spelt using two words, which presents a slight disadvantage with likely confusion and misspellings. Council’s Infrastructure Asset Naming Policy encourages single-word road names, so “Timber Town Crescent” is also not recommended.

"Timbertop Court" also complements the historical theme and is more suitable given the road’s intended function and layout. It is unique within the South Burnett Regional Council area and aligns with the applicant’s first appropriate choice.

"Timbertop Court" is the recommended name.

Council maintains an infrastructure naming register with a list of names contributed by members of the public for consideration in future asset naming. Names submitted for the Blackbutt area are listed below:

Proposed Name	Reason
Anger	Extracted from Allan Arthur Anger who serviced as Councillor and Chairman. Reference Nanango Board Room Photos
Anthony	Extracted from C. Anthony who is recognised as pioneer of Blackbutt. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 134
Argent	Extracted from name Terry Argent – He is outstanding Junior in 1977–78 who was included in the Queensland team, Wide Bay, South Burnett, and North division. He was appointed Captain of Queensland under 18 Rugby League. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 150
Beetham	Extracted from M. Beetham who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Cooke	Extracted from name Miss Cooke – She is 1st Blackbutt School Teacher. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 90
Crombie	Extracted from M. Crombie who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Dreghorn	Extracted from Robert Dreghorn who is recognised as pioneer of Blackbutt. & John Dreghorn who is secretary of Blackbutt Progress Association. Reference Book: Pioneering into the Future A History of Nanango Shire Page No: 226
Dumigan	Extracted from name Mr Edward Jarrot Dumigan – 1st principle of Blackbutt State School. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 90
Fitzgibbon	Extracted from H. Fitzgibbon who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Gould	Extracted from name Sydney Gould – One of Elizabeth's Millar Sons in law and constructed some of the first buildings in Blackbutt, among which some are still standing the Masonic Temple and the Methodist Church. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 136
Harding	Extracted from Francis Harding who is the third son of Judge George Harding. Francis worked for some years on Cooyar Station and married Isabella Millar. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 134
May	Extracted from Mr. J. May who is Treasurer of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Miscampbell	Extracted from J. Miscampbell who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Nimmo	Extracted from G. Nimmo who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 139
Pearce	Extracted from name Ian Pearce – He Led the parades of stars on the Rugby League stage from 1965 to 1978. He went onto Captain Redcliff in the Brisbane Rugby League. He captained Queensland and played for Australia. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 120
Scorgie	Family would prefer the name to be used in the Blackbut or Benarkin grater area. James Theodore Scorgie and Elaine Scorgie (née Young) of Mt Binga, Blackbutt. My father was born on the 28th November 1928. He moved to Blackbutt in around 1948 as a young man and worked in the Mt Googa, Benarkin and Blackbutt forestry. He began his journey clearing land and planting pine seedlings in many areas, such as the Blackbutt range and around Mt Googa where he lived in the married quarters with my Mum and his little family of 4 children (the first one being Gary passed away the young age of 4 and a half with Bone Marrow Cancer).
Seeley	Extracted from T. Seeley who is recognised as pioneer of Blackbutt. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No: 134

ATTACHMENTS

Nil

13.6 ROAD NAMING AT 70, 84 AND 104 CRUMPTON DRIVE BLACKBUTT NORTH**File Number:** 15-10-2025**Author:** Engineer Works**Authoriser:** Chief Executive Officer**PRECIS**

Requesting Council name two (2) new roads in relation to the approved decision notice RAL23/0023 at 70, 84 and 104 Crumpton Drive, Blackbutt North by Land Partners Pty Ltd.

SUMMARY

Council received a request to name two (2) new roads in relation to the approved decision notice RAL23/0023 at 70, 84 and 104 Crumpton Drive, Blackbutt North, by Land Partners Pty Ltd.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council adopts the new road names of Dreghorn Drive (Road 1) and Bushland Court (Road 2) at 70-104 Crumpton Drive in relation to the approved decision notice number RAL23/0023

FINANCIAL AND RESOURCE IMPLICATIONS

The process will be managed within existing budget and resource provisions.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted on the road licence prior to this report going before Council. These include Council Infrastructure Works Branch. Consultation was also undertaken with the divisional Councillor.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

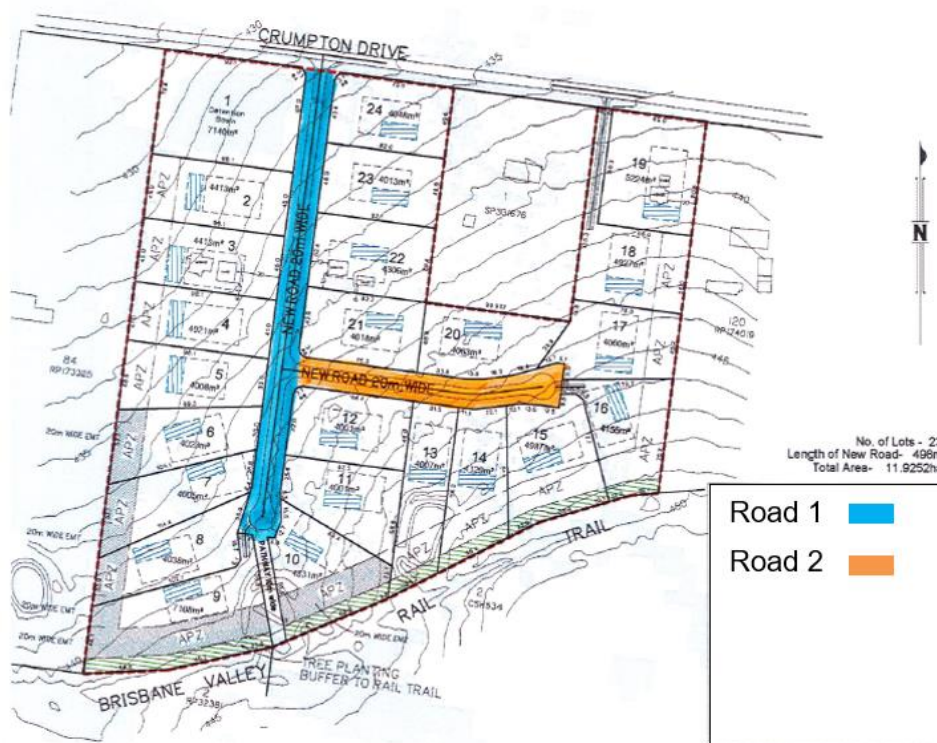
Reference is made to Council's Infrastructure Asset Naming Policy.

ASSET MANAGEMENT IMPLICATIONS

The recognition of these roads as Council assets is part of the approved decision notice RAL23/0023. This report relates only to the naming of the road casements.

REPORT

The applicant has formally submitted a request to Council for the naming of two (2) new roads in relation to the approved decision notice RAL23/0023 at 70, 84 and 104 Crumpton Drive, Blackbutt North.



The applicant has requested that Council considers the following names for these roads, in order of preference.

Road 1 -

- Roy Street – “Roy Street” is a short and simple name that has a strong connection to Blackbutt’s history and renowned tennis player Roy Emerson.
- Emerson Street - “Emerson Street” is a simple name that has a strong connection to Blackbutt’s history and renowned tennis player Roy Emerson.

Upon review of the Infrastructure Asset Naming Policy, it is recommended that “Roy Street” and “Emerson Street” are not utilised due to the existing Roy Emerson Way overlay on Hart Street, Blackbutt and the existence of Emerson Road in Taromeo. Instead of the options provided it is recommended that one of the names from Council’s infrastructure naming register be adopted. This register contains a list of names contributed by members of the public for consideration in future asset naming. The register of names specifically applying to the Blackbutt area is given in the report below.

From the register it is recommended that the name “Dreghorn Drive” be adopted for Road 1. John Dreghorn was amongst the first settlers of the Blackbutt region and settled at DeMount a little farm on a hill just outside of Blackbutt around 1889. He was also the secretary of the building committee for the establishment of a provisional school at Blackbutt, that his son was one of the first pupils of.

- **"Dreghorn Drive"** is the recommended name.

Road 2 –

- Railtrail Court – “Railtrail Court” is a suitable name that complements based on themes relating to Blackbutt’s history and the Brisbane Valley Rail Trail.

- Bushland Place – “Bushland Place” is a suitable and simple name that complements based on themes relating to proposed subdivision’s surrounding.

It is recommended that the Road 2 be named "Bushland Court". While "Railtrail Court" is a suitable name that reflects Blackbutt’s history and its connection to the Brisbane Valley Rail Trail, it is more commonly spelt using two words, which presents a slight disadvantage with likely confusion and misspellings. Council’s Infrastructure Asset Naming Policy encourages single-word road names, so “Rail Trail Court” is also not recommended.

"Bushland Place" is also a suitable name that complements the surrounding environment, however it is more appropriate to use the suffix "Court" as it is a short cul-de-sac and the suffix “Place” is typically utilised for business and commercial districts. "Bushland Court" is unique within the South Burnett Regional Council area and is a combination of the applicant’s submitted preferences.

"Bushland Court" is the recommended name.

Council maintains an infrastructure naming register with a list of names contributed by members of the public for consideration in future asset naming. Names submitted for the Blackbutt area are listed below.

Proposed Name	Reason
Anger	Extracted from Allan Arthur Anger who serviced as Councillor and Chairman. Reference Nanango Board Room Photos
Anthony	Extracted from C. Anthony who is recognised as pioneer of Blackbutt. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:134
Argent	Extracted from name Terry Argent – He is outstanding Junior in 1977–78 who was included in the Queensland team, Wide Bay , South Burnett, and North division. He was appointed Captain of Queensland under 18 Rugby League. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:150
Beetham	Extracted from M.Beetham who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Cooke	Extracted from name Miss Cooke – She is 1st Blackbutt School Teacher. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:90
Crombie	Extracted from M.Crombie who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Dreghorn	Extracted from Robert Dreghorn who is recognised as pioneer of Blackbutt. & John Dreghorn who is secretary of Blackbutt Progress Association. Reference Book: Pioneering into the Future A History of Nanango Shire Page No:226
Dumigan	Extracted from name Mr Edward Jarrot Dumigan – 1st principle of Blackbutt State School. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:90
Fitzgibbon	Extracted from H.Fitzgibbon who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Gould	Extracted from name Sydney Gould – One of Elizabeth’s Millar Sons in law and constructed some of the first buildings in Blackbutt, among which some are still standing the Masonic Temple and the Methodist Church. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:136
Harding	Extracted from Francis Harding who is the third son of Judge George Harding. Francis worked for some years on Cooyar Station and married Isabella Millar. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:134
May	Extracted from Mr. J. May who is Treasurer of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Miscampbell	Extracted from J. Miscampbell who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Nimmo	Extracted from G.Nimmo who is Committee Member of First Red Cross Executive Committee. Reference Book: A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:139
Pearce	Extracted from name Ian Pearce – He Led the parades of stars on the Rugby League stage from 1965 to 1978. He went onto Captain Redcliff in the Brisbane Rugby League. He captained Queensland and played for Australia. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:120
Scorgie	Family would prefer the name to be used in the Blackbut or Benarkin grater area. James Theodore Scorgie and Elaine Scorgie (née Young) of Mt Binga, Blackbutt. My father was born on the 28th November 1928. He moved to Blackbutt in around 1948 as a young man and worked in the Mt Googa, Benarkin and Blackbutt forestry. He began his journey clearing land and planting pine seedlings in many areas, such as the Blackbutt range and around Mt Googa where he lived in the married quarters with my Mum and his little family of 4 children (the first one being Gary passed away the young age of 4 and a half with Bone Marrow Cancer).
Seeley	Extracted from T. Seeley who is recognised as pioneer of Blackbutt. Reference Book: Cradled in the Ranges – A history of Blackbutt, Benarkin, Taromeo and surrounding districts Page No:134

ATTACHMENTS

Nil

13.7 RENAMING OF MILL STREET BROOKLANDS**File Number:** 15-10-2025**Author:** Engineer Works**Authoriser:** Chief Executive Officer**PRECIS**

Requesting Council rename a portion of Mill Street, Brooklands to Old Station Road.

SUMMARY

A request was received by Council to rename Mill Street to Old Station Road to reduce confusion to residents and visitors to the Brooklands area.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Renames the start of Mill Street to Old Station Road (Kingaroy Cooyar Road to the intersection of the Mill Street Road Reserve) and;
2. The unformed unmaintained reserve continues to be known as Mill Street.

FINANCIAL AND RESOURCE IMPLICATIONS

Financial and resource implications are minimal. As a result of renaming Mill Street to Old Station Road the name blades may need to be replaced, and property address numbers updated.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted. These include Council Infrastructure Works and Technical Services branches. Council also invited the residents of Mill Street and Old Station Road to provide feedback on the proposal.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Infrastructure Asset Naming Policy.

ASSET MANAGEMENT IMPLICATIONS

Asset register will need to be updated to reflect changes.

REPORT

Council received correspondence in August 2024, regarding the naming of Mill Street and Old Station Road, Brooklands.

Upon review of the current layout, Council officers proposed two (2) options. These options were presented to the property owners on the impacted road segments via a letter dated 30th September 2024, with a survey form to provide their feedback.

Current Layout

Currently the name blade identifies this road as Old Station Road from Kingaroy Cooyar Road, however the road casement is formally named Mill Street for the first 86m. There are four (4) properties that adjoin this portion of road that are addressed to Mill Street.

Option 1

The first option is to recognise Old Station Road as starting at the intersection with Kingaroy Cooyar Road. Mill Street will continue to be an unmaintained road reserve to the west from Old Station Road. Council will work with the State to have the road reserve name amended to Old Station Road and property addresses currently 1,2,4 and 6 Mill Street will change to Old Station Road.



Option 1: Old Station Road begins at Kingaroy Cooyar Road intersection

Option 2

The second option is to retain Mill Street for the first 86m from the intersection with Kingaroy Cooyar Road and along the unmaintained road reserve behind the properties. Council would move the signage so Old Station Road begins at the intersection with Mill Street and Mill Street signage would move to the Kingaroy Cooyar Road intersection.

ATTACHMENTS

Nil

13.8 APPLICATION FOR THE PERMANENT ROAD CLOSURE RELATING TO AN UNMAINTAINED SECTION OF TIM SHEA CREEK ROAD WHICH CONNECTS TO LOT 53FY814

File Number: 15-10-2025
Author: Engineer Works
Authoriser: Chief Executive Officer

PRECIS

Application for permanent road closure of a section of Tim Shea Creek Road, Wengenville which connects to Lot 53 FY814.

SUMMARY

Council has received an application for the possible permanent road closure of an Unmaintained Road section of Tim Shea Creek Road, Wengenville which connects to Lot 53 FY814.

The proposed road closure has an area of about 3.7 hectares and is located from the end of Council's currently maintained portion of Tim Shea Creek Road to the property located at Lot 53 FY814.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Advises the applicant that:
 - (a) It objects to the request for the permanent road closure of the section of Tim Shea Creek Road, Wengenville which connects to Lot 53 FY814. The reasons for this objection are as follows:
 - i The long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
 - (b) Should the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development approve the proposed permanent road closure, that there be no cost to Council associated with the road closure.
 - (c) Should the applicant wish to obtain a temporary road closure and road licence instead that Council does not object to a temporary road closure, given the following reasons:
 - i A temporary road closure and road licence enables the applicant to utilise the land whilst still allowing for future infrastructure potential. The road remains dedicated as road reserve, however the road licence holder will have right of exclusive occupation of the road in accordance with their licence conditions.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
 - (a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed permanent road closure.
 - (b)

FINANCIAL AND RESOURCE IMPLICATIONS

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

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 – Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

Currently there is minimal short-term asset management implications, the proposed road closure is for about 1.22 kilometres of road which is currently unmaintained road reserve. The long-term asset management implications of a permanent road closure would result in a loss of access to the road reserve area and could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

REPORT

This report concerns an application about the possibility of permanent closure of a section of Tim Shea Creek Road, Wengenville that connects to Lot 53 FY814.

The proposed area of the road closure is an area of about 3.7 hectares and is located from the end of Council's 5C access track to the property located at Lot 53 FY814, Attachment one (1) shows maps of the proposed closure. The area of the proposed closure also fronts Lot 55FY814, Lot 52FY814 and Lot 54FY814. Lots 52 and 55 currently have cattle yards that are accessed off the end of the maintained portion of Tim Shea Creek Road. The properties at Lot 54 and Lot 55 also have frontage onto Upper Barkers Creek Road.

If a permanent road closure is approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve. This could jeopardise any necessary future infrastructure and infrastructure upgrades in the area. A temporary road closure will enable the applicant to obtain a road licence giving them the right of exclusive occupation in accordance with the licence conditions. The road is temporarily closed; however the underlying tenure of the parcel remains as a road.

Tim Shea Creek Road is also included on Council's Unmaintained Road Register for consideration in recognising this section as part of Council's Road Network. A decision regarding constructing or maintaining this section would be dependent upon finalisation of this application by the property holder with the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development.

It is recommended that Council advises the applicant and the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development that it objects to the proposed permanent road closures. However, will support a temporary road closure and road licence for the portion of land under the application. The road closures would result in a loss of access to the road reserve area. This could jeopardise any necessary future infrastructure and infrastructure upgrades in the area. A temporary road closure enables the applicant to utilise the land whilst still allowing for the road to be reopened for future infrastructure potential

ATTACHMENTS

1. **Maps of the Proposed Road Closure** [↓](#) 

1. Maps of the proposed road closure

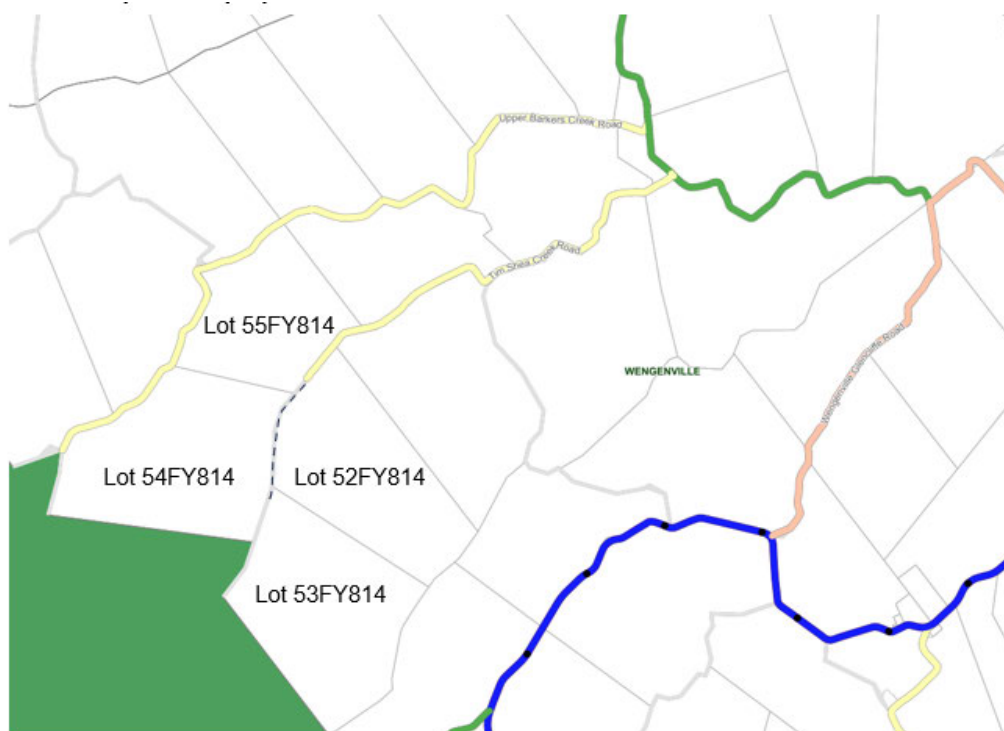
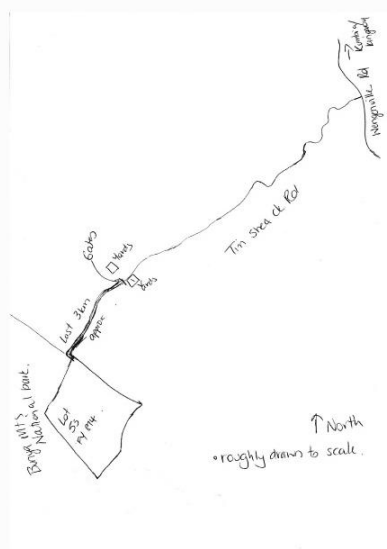


Figure 1 Overview of Tim Shea Creek Road and the proposed road closure

drawing 1



drawing 2

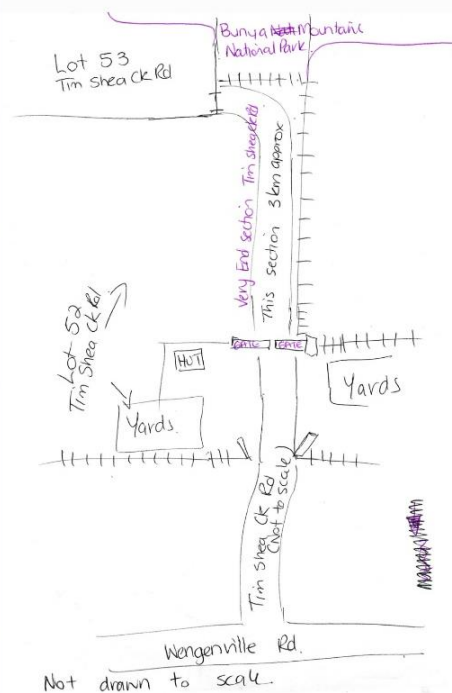




Figure 3 Aerial of the area of the proposed road closure

13.9 INVESTIGATIONS INTO EXTENDING THE CONSTRUCTION AND MAINTENANCE OF WENGEN CREEK ROAD WENGENVILLE BY AN ADDITIONAL 1.8 KILOMETERS**File Number:** 15-10-2025**Author:** Manager Works & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

An investigation into extending the construction and maintenance of Wengen Creek Road, Wengenville by an additional 1.8 kilometres.

SUMMARY

Council regularly receives requests to maintain or increase the maintenance standard of lower order roads. A request for an increase in standard has been received for Wengen Creek Road, Wengenville.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Continues to maintain Wengen Creek Road, Wengenville to its current standard; and
2. Any upgrades or extension to the Wengen Creek Road be undertaken at the applicants cost and delegated to the Chief Executive Officer to negotiate in accordance with Council's Construction of Unmade Road Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

It is estimated that it would cost in the order of \$450,000 to construct 1.8 kilometres of currently unformed and unmaintained road reserve, with ongoing yearly maintenance costs for grading estimated at \$2500.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Construction and maintenance of public roads can carry legal risks if not undertaken correctly.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Construction of Unmade Roads Policy.

ASSET MANAGEMENT IMPLICATIONS

If Council resolves to maintain an additional road segment the changes will be recorded in the asset system increasing the total length and requirements for maintaining Council's Road network.

REPORT

South Burnett Regional Council currently maintains 3,200 kilometres of sealed and unsealed road network.

In addition to the maintained road network there is a significant number of unmaintained roads and access tracks that do not form part of the regular maintenance program. In many cases unmaintained roads provide access to a single property. A customer can submit a Permit to Work Application to upgrade a road in accordance with Council's Construction of Unmade Roads Policy at their own cost.

Council regularly receives requests to undertake maintenance of unmaintained roads. The Unmaintained Road Register keeps record of such requests for Councils consideration, a copy of which is included in Appendix A.

Wengen Creek Road is currently recognised as a 5C access track, with periodic maintenance, for 2.0 kilometres from Maidenwell Bunya Mountains Road.

A property owner who accesses from the unmaintained section of Wengen Creek Road has requested an additional 1.8 kilometres of this road be upgraded and maintained as the access becomes boggy during periods of inclement weather.

Figure 1 and 2 below show the condition of Wengen Creek Road in a maintained state and where the maintained section finishes. There are currently no inhabited properties beyond the current maintained portion on Wengen Creek Road.



Figure 1 – Wengen Creek Road, Wengenville – CH0.4km – example of 5C Access Track section with gravel placed.



Figure 2 – Wengen Creek Road, Wengenville – CH2.0km – Start of unmaintained section

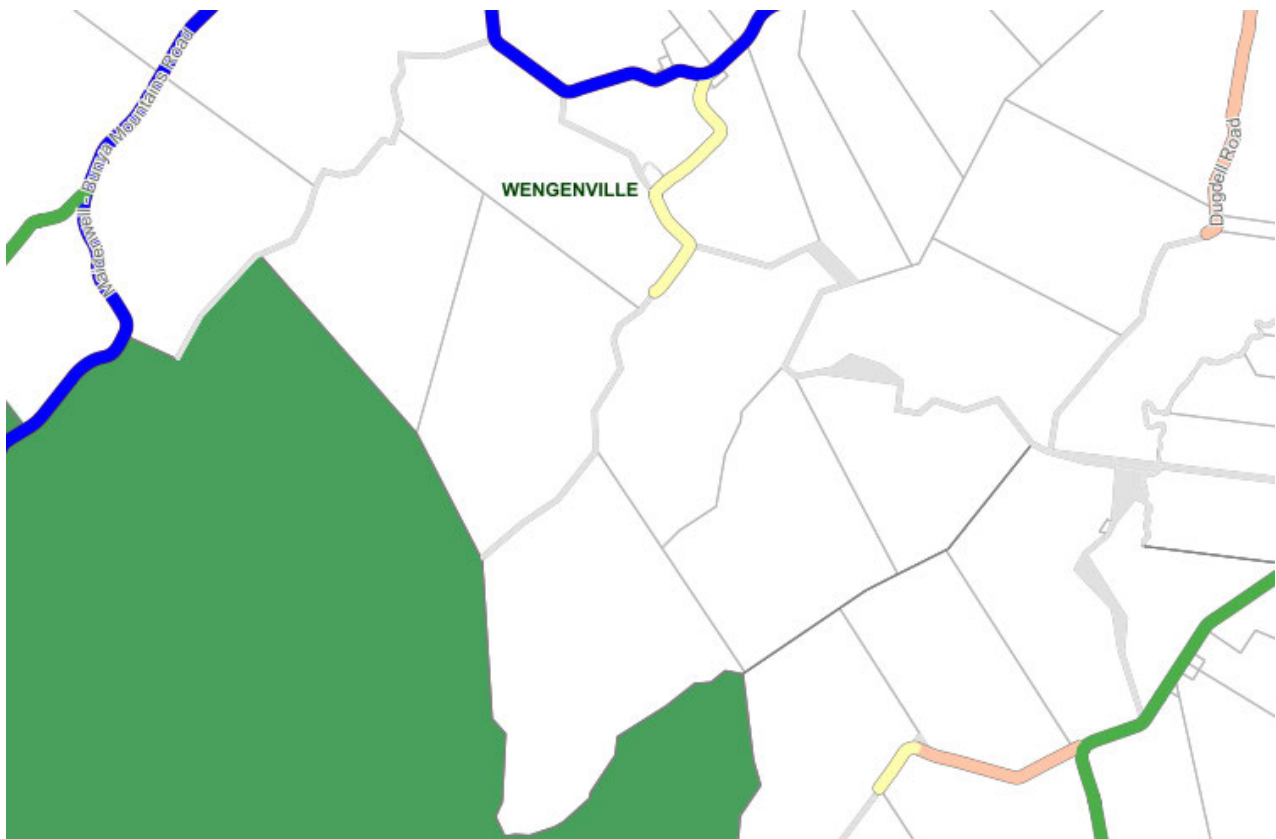
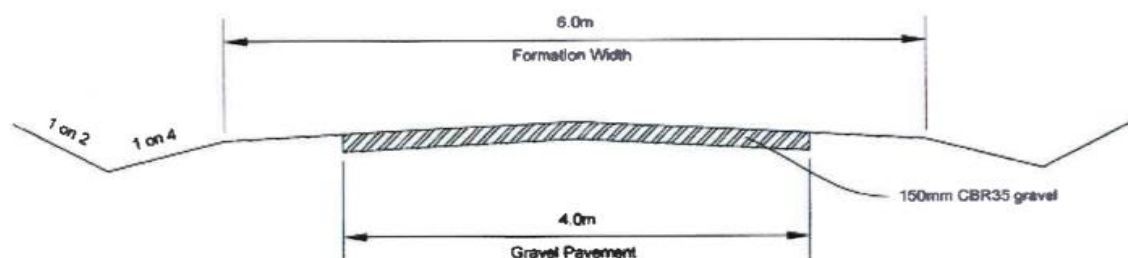


Figure 3 Map of Wengen Creek Road

Potential Scope of Works and Estimated Costs

No formal investigation of scope and cost estimate has been undertaken for Wengen Creek Road. In order to prepare a cost estimate a number of assumptions have been made.

Given the proximity to the Bunya Mountains National Park both environmental and cultural heritage investigations will be required and may impact potential project scope. Native Title has not been considered in preparing the estimate and would require investigation prior to any works being undertaken. Construction will require clearing to accommodate road width and roadside drainage to allow for formation works. The following diagram provides the assumed construction profile.



Access Minor Type Cross Section

Figure 1 Council's minimum standard for forming a road

An estimated cost to upgrade about 1.8 kilometres of road to the minimum standard is given in Table 1 below.

Table 1 Estimated Cost to Upgrade Road to Minimum Standard

Description of Works	Estimated Cost
Preliminary Costs (Surveying, Environmental Reports)	\$20,000
Clearing and Grubbing	\$50,000
Preliminary Earthworks and Drainage	\$50,000
Heavy formation Grading	\$50,000
Supply and Place Gravel	\$150,000
Total (Including 40% Contingency)	\$448,000

The assumed construction cost including a 40% contingency is in the order of \$450,000.

If constructed, should Council determine to maintain this as a 5B Lower Order Access Road ongoing yearly maintenance costs are estimated to be around \$2500 for maintenance grading.

Due to the road currently not providing access to residents, it is not recommended that Council constructs and maintains this road at this time.

ATTACHMENTS

1. **Appendix A - Unmaintained Roads Register** [↓](#)



Unmaintained Roads Requests

Road Name	Locality	Approx Length (km)	Comments
Annings Road	MURGON	1.52	Property access
Back Creek Road	STALWORTH	2.63	Request to maintain from Roberts Road. Requires to pass through Lot 58MZ254, reserve for Water , to connect to existing maintained portion of Back Creek Road (About 3km to link)
Barrons Road	INVERLAW	0.37	Proeprty access
Baynes Street	WONDAI	0.26	Form and maintain western end of Baynes St
Beitzel Road	SOUTH NANANGO	0.86	Council maintained section of road currently exists in State Dept Forestry Land
Benair Road	WATTLE GROVE	1.26	Property access not increased current access end of maintained road or via River Road
Beutels Road	MP CREEK	1.56	Property access, also links MP Creek Road to Fairdale Road 5D
Bilboa Road	IRONPOT	4.89	Property access, Links to Red Tank Road (signed as Bilboa)
Bishops Road	WINDERA	0.80	Bishops Road leads to 2 properties outside the regional boundary, but may be unmaintined and unreachable from the neighbouring region, unable to assess casement position beyond boundary
Blacks Lane (Northbound)	SOUTH NANANGO	0.20	Access to two properties. Casement is contained in D'Aguilar Highway casement
Blacks Road	GOODGER	2.00	Request about damage to Blacks Road, Existing farm track to Foleys Rd
Borcharts	KINGAROY	0.47	Access to properties
Chinchilla Wondai Road	DURONG	5.30	Access road near McPhee Road multiple properties
Chinchilla Wondai Road - Access Track	CHAHPINGAH	Unknown	access to multiple properties, links to other roads. Access road near McPhee Road multiple properties
Coolabunia Malar Road	HODGLEIGH	0.86	Access off Coolabunia Malar Roads near Boardmans Road
Dangore Mountain Road	DANGORE	2.42	Not in casement private lands. A service road parallel to Dangore Mountain Road exists across many private properties
Dascombes Road	ALICE CREEK	3.00	861m to property access
Harland Road	MAIDENWELL	4.53	Regular maintenance request
Harper Road	TAROMEO	3.50	access to isolated properties at far end of casement.
Hetheringtons Road	GREENVIEW	1.43	Hetheringtons Road Greenview is only maintained for 298m from Tingoora Chelmsford Road. The customers property is accessed from an unmaintained road within the Hetheringtons Road Casement. A request to Form and Maintain this section (880m) will be placed in process for consdideration.
Home Street	NANANGO	0.10	Customer requested to maintain Home Street casement currently heavily forested, South St to Jones St.
Hospital Terrace	NANANGO		fire access to hospital terrace pending more information hosp terrace
Jenks Road	GORDONBROOK	0.05	50m driveway (in reserve)
Jua Road	BRIGOODA		750m to property access beyond current end of road
Kilrush Road	STONELANDS	5.00	To maintain 5km beyond reognised end of road
Kingaroy Cooyar Road	TARONG	0.45	Access off Kingaroy Cooyar Road
Kitoba Road	KITOBA	Unknown	Request to maintain unrecognised section beyond gate. 2.539 is to propertt without other accesses in mapping
Klass And Townes Road	KINGAROY	1.69	Contains publicised bike trail in 5D section, Request for slashing bike riders 2022
Klass And Townes Road	KINGAROY	1.64	5D links K&T non 5D sections
Kumbia Minmore Road	WATTLE GROVE	0.85	Property access
Laneway Off South Street	NANANGO	0.10	Request to maintain this road unnamed road reserve perpendicular to South Street.
Magnussens Road	MEMERAMBI	1.34	Property access non residential, Additional request for the section of this road between ch500 and 1880
Majors Road	SOUTH NANANGO	1.41	Property access Links Majors Road sections
Mary Street	HIVESVILLE	0.18	Request to form dirt or bitumen Mary St Hivesville
Mclennans Road	CORNDALE	Unknown	Property access. Three properties
Meyhar Road	KINLEYMORE	5.70	Customer requested to extend Meyhar Rd (off Kinleymore School Road) from Ch 300 to Ch 6000 so it can access property, Not in Road Reserve
Millards Road	BOOIE	0.12	Property access
Mount Stanley Road	BULLCAMP	5.33	Property access and thoroughfare. Somerset boundary road
Mp Creek Road	MP CREEK	0.96	road strays from casement for 766m and 1100m
Murrays Road	TAABINGA	0.48	never been maintained
Nanango Brooklands	NANANGO	0.32	Service road parallel to Nanango Brooklands Road
Nangur Road	COBBS HILL	0.45	450m not maintained or recorde beyond end of 5B.
Navy Bean Road	MEMERAMBI	0.52	Property access
Nystrom Road	BOOIE	1.70	Request to maintain owing to house and rural adressing
Old Esk North Rd	SOUTH EAST NANANGO	0.10	Request to maintain up to property access
Old Rifle Range Road	NANANGO	0.23	Multiple property access. Parallel to Old Rifle Range Road, proxy service road
Old Yarraman Road	SOUTH EAST NANANGO	4.41	To gain access to a property at end of SBRC boundary
Parkers Road	INVERLAW	0.82	Property access
Reifs Road	MANYUNG	Unknown	Request may refer to end of Braithwaites Road at ch798 (end) or off Reifs at 250m
Safflower Street	MEMERAMBI	0.66	Multiple property accesses
Schmidhausers Road	GLENROCK	5.00	Current property access track is off alignment to road reserve , Properties have major structures in the road reserve. It is about 5km via farm track from end of maintained road to McAntee Road Reserve.
Seears Street	MOFFATDALE	0.22	Request to maintain Seears Street
South Street	NANANGO	0.30	Property Access
Staines Road	BENARKIN	2.60	From Ch440 to Crumpton Drive - Customer is concerned that if a fire was to come from Bowman Road, there would be no back exit for these properties. I advised that this is an unformed and unmaintained section of road reserve and is not currently on Council asset register for maintenance. Advised that this could be added to a unformed unmaintained register for consideration by Council for upgrading. Customer advised that this was graded in Nanango Shire days, however not since. Advised that Staines Road is currently only maintained from Scott Street for approx 440mtrs.
Steinhardtts Road	LEAFDALE	1.00	Forming unformed road (and drains) fixing erosion on unformed road
Tim Dwyer Road	EAST NANANGO	0.70	Maintain to property on RHS beyond currently maintained section and gravel pit. Note: The gravel pit does have ongoing DA requirements with their access road.
Tim Shea Creek Road	WENGENVILLE	2.36	Maintain last part of Tim Shea Creek Road beyond the gates to provide access to the properties. Maintained portion of Tim Shea Ck is a 5C



Unmaintained Roads Requests

Road Name	Locality	Approx Length (km)	Comments
Trentham Lane	BRIGOODA	4.56	Request for maintenance.
Two Twelve Street	PROSTON	0.44	Multiple property access
Unnamed Lane Brooklands	BROOKLANDS		200m, request to maintain laneway, between Lord and Markwell street, Runs from trace street to Brooklands pimpimbudgee road, further request to maintain for drainage purposes
Unnamed Lane Off Rt Kingaroy Burrandowan Road Ch 3330	INVERLAW	0.18	Just prior to Soren Hansen Bridge - on Right, Property access to 3 private properties - customer request that this is maintained. Unnamed reserve (appears to be part of Kingaroy Burrandowan road reserve)
Unnamed Road	MAIDENWELL	1.70	Request from Maidenwell Rural Fire Brigade
Unnamed Road off Shellytop Rd	DURONG	5.00	Unnamed road reserve from Shellytop Rd - McLean Rd - Chinchilla Wondai Rd
Varidels Road	WOOROOLIN	0.44	access to property
Vellacott Lane	MURGON	4.00	Private road - not maintained, no road casement in any survey plans - road in easement off Barambah Road.
Wengen Creek Road	WENGENVILLE	1.80	Extend maintained section to single resident currently accessing off end
Whelan Street	HIVESVILLE	0.18	access to properties - has street sign
Wills Street West	NANANGO	0.08	access to cemetery, property
Zolner Road	CRAWFORD	Unknown	700m to reach property 2.6km to link to Birt Road

13.10 INVESTIGATIONS INTO EXTENDING THE CONSTRUCTION AND MAINTENANCE OF BACK CREEK ROAD STALWORTH BY AN ADDITIONAL 660 METRES**File Number:** 15-10-2025**Author:** Manager Works & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

An investigation into extending the construction and maintenance of Back Creek Road, Stalworth by an additional 660 metres.

SUMMARY

Council regularly receives requests to maintain or increase the maintenance standard of lower order roads. A request for an increase in standard has been received for Back Creek Road, Stalworth.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Continues to maintain Back Creek Road, Stalworth to its current standard; and
2. Any upgrades or extension to the Back Creek Road be undertaken at the applicants cost and delegated to the Chief Executive Officer to negotiate in accordance with Council's Construction of Unmade Road Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

It is estimated that it would cost in the order of \$200,000 to construct 660 metres of currently unformed and unmaintained road reserve, with ongoing yearly maintenance costs for grading, estimated at \$1000.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Construction and maintenance of public roads can carry legal risks if not undertaken correctly.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Construction of Unmade Roads Policy.

ASSET MANAGEMENT IMPLICATIONS

If Council resolves to construct and maintain an additional road segment the changes will be recorded in the asset system increasing the total length and requirements for maintaining Council's Road network.

REPORT

Council received a request to undertake maintenance on the currently unformed and unmaintained track within the Back Creek Road reserve off Roberts Road, Speedwell.

Back Creek Road is currently maintained for 2.91 kilometres from Speedwell Abbeywood Road.

During the December 2024 weather event, a request was received to undertake maintenance on a section of the road reserve off Roberts Road. Minimal works were undertaken along this unmaintained section for approximately 660 metres to make the reserve passable to access a property at this point. There are sections of this track that are not contained within the road reserve.

Figure 1 below shows the condition of the Back Creek Road reserve where it branches off Roberts Road.



Figure 1 End of maintained Roberts Road, Back Creek Road Reserve goes to the right (February 2025)



Figure 2 Map of Back Creek Road (Off Roberts Road) showing alignment of track and road reserve

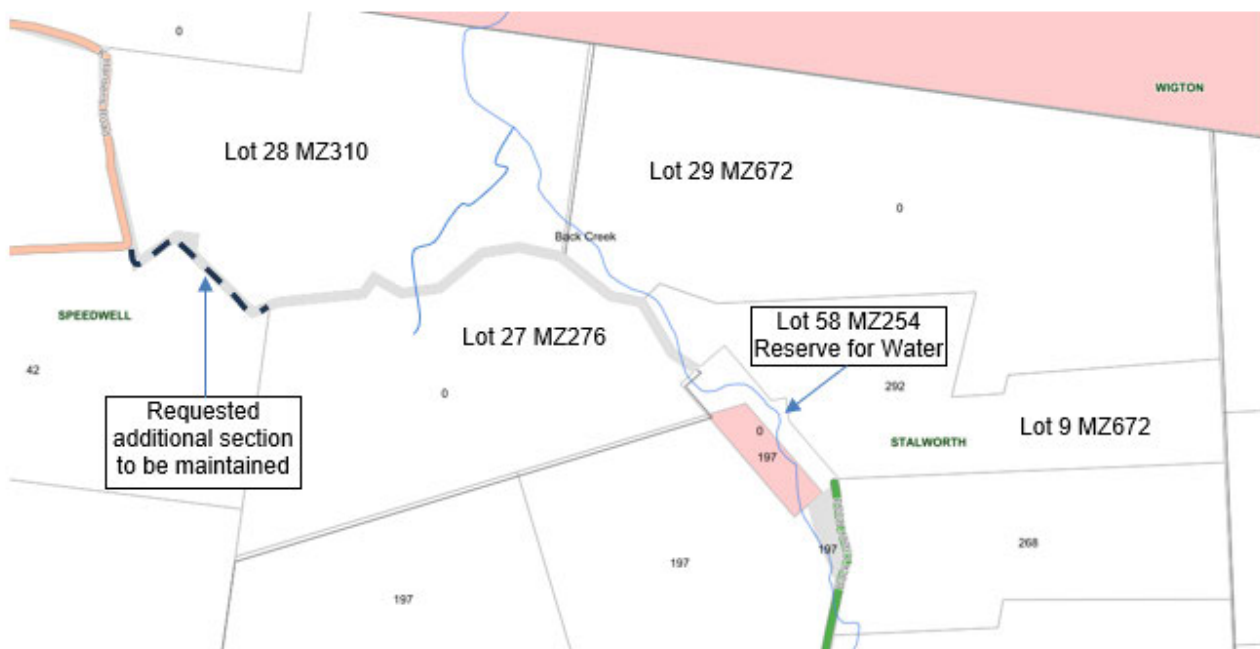


Figure 3 Overview of Back Creek Road, Stalworth

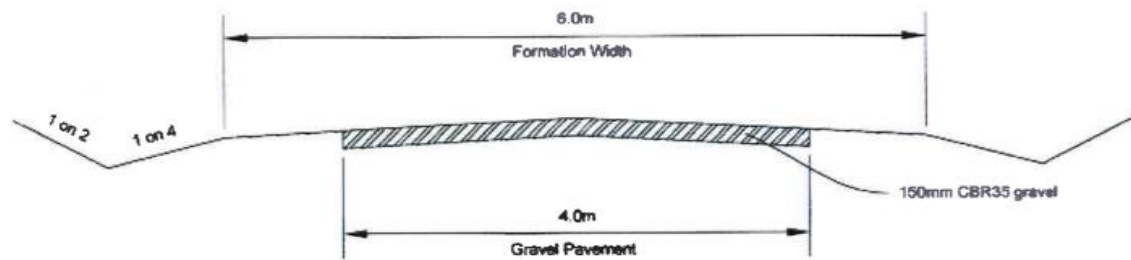
Potential Scope of Works and Estimated Costs

Due to all properties being independently owned, option one requires the upgrade of approximately 660 metres of the unformed road from Roberts Road. This would upgrade to a constructed road to the edge of Lot 27MZ276.

No formal investigation of scope and cost estimate has been undertaken for Back Creek Road. In order to prepare a cost estimate a number of assumptions have been made.

The track is heavily encroached by vegetation on both sides along its length. Consequently, both environmental and cultural heritage investigations will be required and may impact potential project scope. Native Title has not been considered in preparing the estimate and would require

investigation prior to any works being undertaken. Construction will require clearing to accommodate road width and roadside drainage to allow for formation works. The following diagram provides the assumed construction profile.



Access Minor Type Cross Section

Figure 4 Council's minimum standard for forming a road

Terrain in the area is undulating with some crests and slopes. The area has been known to have significant scouring so crossroad drainage would also need to be investigated.

An estimated cost to upgrade about 660 metres of road to the minimum standard is given in Table 1 below.

Table 1 Estimated Cost to Upgrade Road to Minimum Standard

Description of Works	Estimated Cost
Preliminary Costs (Surveying, Environmental Reports)	\$20,000
Clearing and Grubbing	\$25,000
Preliminary Earthworks and Drainage	\$20,000
Heavy formation Grading	\$20,000
Supply and Place Gravel	\$55,000
Total (Including 40% Contingency)	\$196,000

The assumed construction cost including a 40% contingency is in the order of \$200,000.

If constructed, should Council determine to maintain this as a 5B Lower Order Access Road ongoing yearly maintenance costs are estimated to be around \$1000 for maintenance grading.

It is not recommended that Council constructs and maintains this road at this time.

ATTACHMENTS

Nil

13.11 INVESTIGATIONS INTO EXTENDING THE CONSTRUCTION AND MAINTENANCE OF TIM DWYER ROAD EAST NANANGO BY AN ADDITIONAL 560 METRES**File Number:** 15-10-2025**Author:** Manager Works & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

An investigation into extending the construction and maintenance of Tim Dwyer Road, East Nanango by an additional 560 metres.

SUMMARY

Council regularly receives requests to maintain or increase the maintenance standard of lower order roads. A request for an increase in standard has been received for Tim Dwyer Road, East Nanango.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Continues to maintain Tim Dwyer Road, East Nanango to its current standard; and
2. Any upgrades or extension to the Tim Dwyer Road be undertaken at the applicants cost and delegated to the Chief Executive Officer to negotiate in accordance with Council's Construction of Unmade Road Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

It is estimated that it would cost in the order of \$340,000 to construct Tim Dwyer Road so that it extends an additional 0.56 kilometres, with an ongoing yearly maintenance cost for grading, estimated at \$800.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Construction and maintenance of public roads can carry legal risks if not undertaken correctly.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Construction of Unmade Roads Policy.

ASSET MANAGEMENT IMPLICATIONS

If Council resolves to maintain a road the changes will be recorded in the asset system increasing the total length and requirements for maintaining Councils Road network.

REPORT

Tim Dwyer Road, South Nanango is currently maintained for 0.71 kilometres from Greenwood Creek Road.

Council has received a request to maintain an additional 0.56 kilometres of this road for access.

Figure 1 and 2 below show the condition of Tim Dwyer Road in a maintained state and where the maintained section finishes.



Figure 1 – Tim Dwyer Road, South Nanango – CH0.06km – example of 5C Access Track section with gravel placed.



Figure 2 – Tim Dwyer Road, South Nanango – CH0.7km – Start of unmaintained section

Extractive Industry

Located off Tim Dwyer Road is also an extractive industry with a current proposed development approval until February 2027. As part of this development the industry has conditions it has to meet regarding its haul route, which includes Tim Dwyer Road from their property access to Greenwood Creek Road. These conditions of development approval are likely to be impacted by changes to the existing road asset.

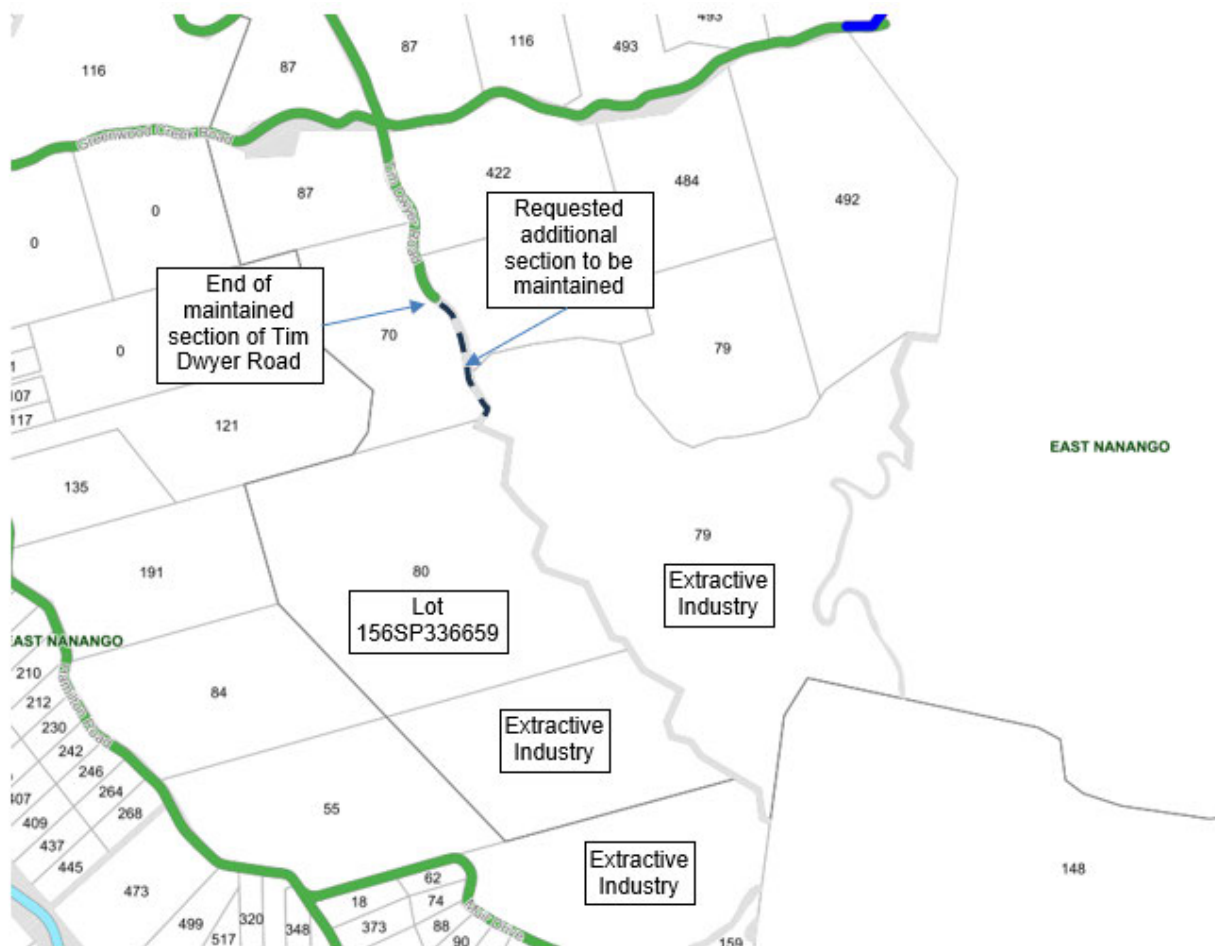


Figure 3 Map of Tim Dwyer Road

Potential Scope of Works and Estimated Costs

No formal investigation of scope and cost estimate has been undertaken for Tim Dwyer Road. In order to prepare a cost estimate a number of assumptions have been made.

Tim Dwyer Road is currently recognised as a class 5A rural access road for the first 710 metres. Beyond this the road continues at a similar standard for about 340 metres to the access to the quarry. It is anticipated should Council determine to recognise this section that no upfront costs would be required. Approximately, a further 220 metres would need to be constructed to extend to the last property owner on the right, Lot 156SP336659.

The track has two (2) vegetated waterway crossings that are considered to be a moderate (amber) risk for fish passage by the Department of Primary Industry. Some of the requirements of constructing in an amber waterway include; the width of the culvert must span at least 2.4 metres and at least the width of the low flow incoming water stream; culverts are to be at or below natural bed level, where they cannot be installed at least 300 millimetres below bed level then other fish protection methods, such as fish baffles or bed roughening, must be used. Identified amber waterways will require hydraulic and civil design.

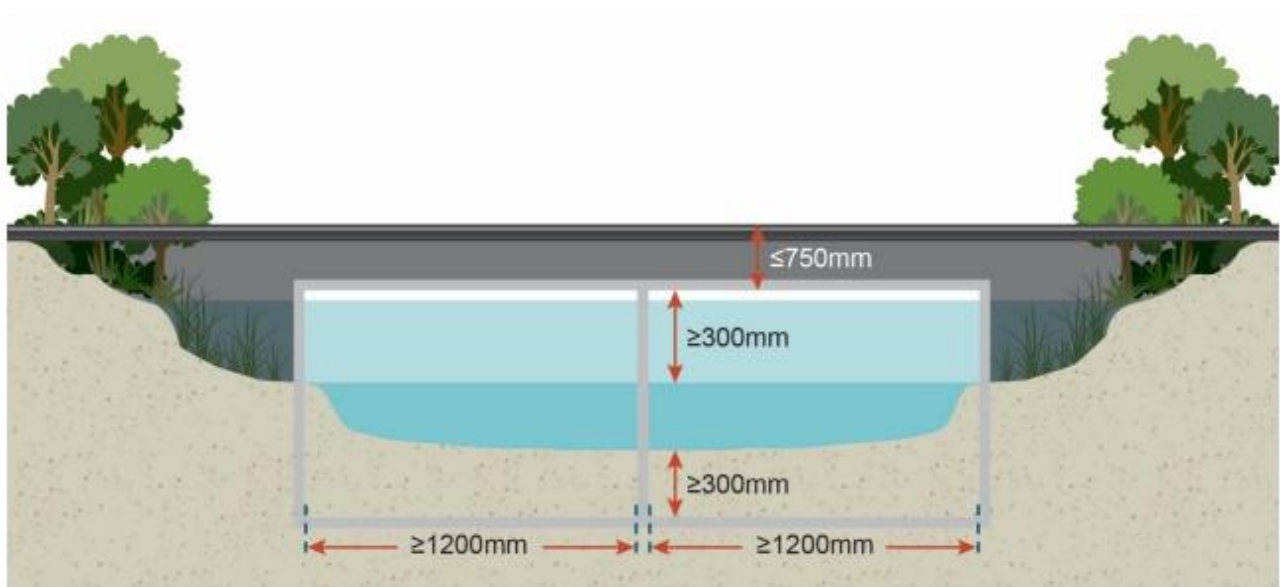
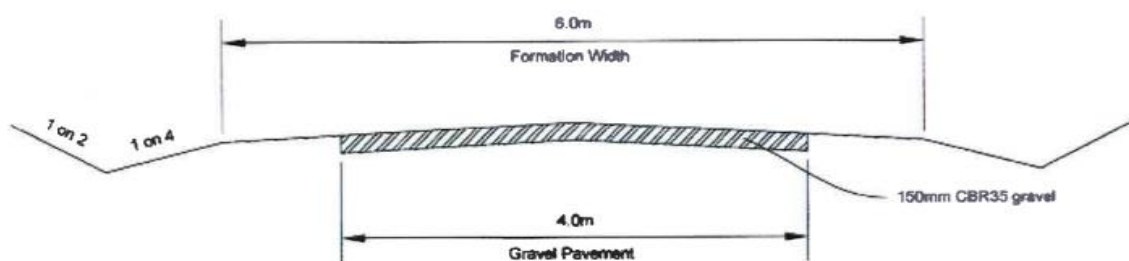


Figure 4 Minimal requirements for construction of new or replacement culvert crossing on an amber waterway (Accepted development requirements for operational work that is constructing or raising waterway barrier works, Sep 2025)

Environmental and cultural heritage investigations will be required and may impact potential project scope. Native Title has not been considered in preparing the estimate and would require investigation prior to any works being undertaken. Construction will require clearing to accommodate road width and roadside drainage to allow for formation works. The following diagram provides the assumed construction profile.



Access Minor Type Cross Section

Figure 5 Council's minimum standard for forming a road

An estimated cost to upgrade about 220 metres of road to the minimum standard is given in Table 1 below:

Table 1 Estimated Cost to Upgrade Road to Minimum Standard

Description of Works	Estimated Cost
Preliminary Costs (Surveying, Environmental Reports)	\$30,000
Clearing and Grubbing	\$10,000
Preliminary Earthworks and Drainage	\$20,000
Heavy formation Grading	\$10,000
Supply and Place Gravel	\$20,000
Waterway Crossing	\$150,000
Total (Including 40% Contingency)	\$336,000

The assumed construction cost including a 40% contingency is in the order of \$340,000.

If constructed, should Council determine to maintain this as a 5B Lower Order Access Road ongoing yearly maintenance costs are estimated to increase by \$800 for maintenance grading.

Recommendation

It is recommended that Council do not extend the current asset of Tim Dwyer Road beyond chainage 0.71 kilometres, due to the possible conflict with the active development approval and the significant upgrade cost

ATTACHMENTS

Nil

13.12 INVESTIGATIONS INTO EXTENDING THE CONSTRUCTION AND MAINTENANCE OF TIM SHEA CREEK ROAD WENGENVILLE BY 1.3 KILOMETRES**File Number:** 15-10-2025**Author:** Manager Works & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

An investigation into extending the construction and maintenance of Tim Shea Creek Road, Wengenville by 1.3 kilometres.

SUMMARY

Council regularly receives requests to maintain or increase the maintenance standard of lower order roads. A request for an increase in standard has been received for Tim Shea Creek Road, Wengenville.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council:

1. Continues to maintain Tim Shea Creek Road, Wengenville to its current standard; and
2. Any upgrades or extension to the Tim Shea Creek Road be undertaken at the applicants cost and delegated to the Chief Executive Officer to negotiate in accordance with Council's Construction of Unmade Road Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

It is estimated that it would cost in the order of \$266,000 to construct 1.3 kilometres of currently unformed and unmaintained road reserve.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Stakeholders within internal branches have been consulted on in relation to the upgrade proposal prior to this report going before Council. These include Council Infrastructure Works Branch.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Construction and maintenance of public roads can carry legal risks if not undertaken correctly.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Construction of Unmade Roads Policy.

ASSET MANAGEMENT IMPLICATIONS

If Council resolves to maintain an additional road segment the changes will be recorded in the asset system increasing the total length and requirements for maintaining Council's Road network.

REPORT

South Burnett Regional Council currently maintains 3,200 kilometres of sealed and unsealed road network.

In addition to the maintained road network there is a significant number of unmaintained roads and access tracks that do not form part of the regular maintenance program. In many cases unmaintained roads provide access to a single property. A customer can submit a Permit to Work Application to upgrade a road in accordance with Council's Construction of Unmade Roads Policy at their own cost.

Tim Shea Creek Road – Wengenville

Tim Shea Creek Road is currently maintained for approximately 4.6 kilometres from Wengenville Glencliffe Road. The maintained portion is classified as a 5C Access Track with the remaining approximate 1.3 kilometres being unmaintained and classified as a 5D unformed reserve.

Figure 1 shows the condition at the start of Tim Shea Creek Road, classed as a 5C Access Track with imported gravel placed. Figure 2 shows a maintained section of Tim Shea Creek Road without imported gravel placed. Figure 3 shows the start of the current unmaintained section. Figure 4 shows the source of the request for maintenance, a property at the end of Tim Shea Creek Road without access to a recognised Council asset.



Figure 1 Tim Shea Creek Road – CH0.7km – example of 5C Access Track section with gravel placed



Figure 2 Tim Shea Creek Road – CH4.0km – example of 5C Access Track section – No gravel placed.



Figure 3 Tim Shea Creek Road – CH4.6km – Start of unmaintained section

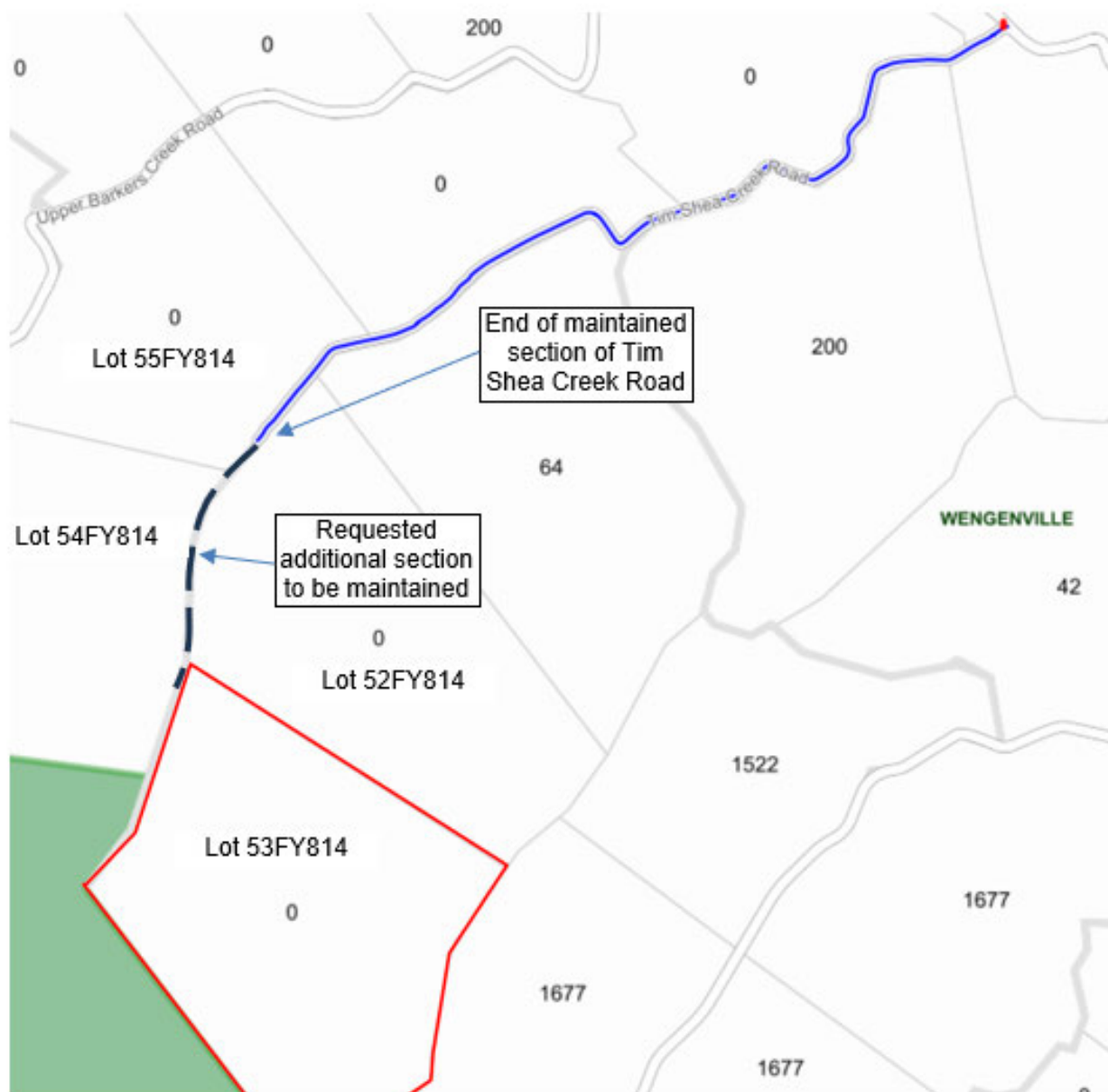


Figure 4 Tim Shea Creek Road – Maintained section of road and property with no maintained access.

Potential Scope of Works and Cost

While the length of the unmaintained section of Tim Shea Creek Road is 2.4km, the length to the nearest (North) corner of Lot 64 FTZ37295 is 1.3km.

No formal investigation of scope and cost estimate has been undertaken for Tim Shea Creek Road. In order to prepare an estimate a number of assumptions have been made.

The track is heavily encroached by vegetation on both sides along its length. Consequently, both environmental and cultural heritage investigations will be required and may impact potential project scope. Construction will require clearing to accommodate road width and roadside drainage to allow for formation works. The following diagram provides the assumed construction profile.

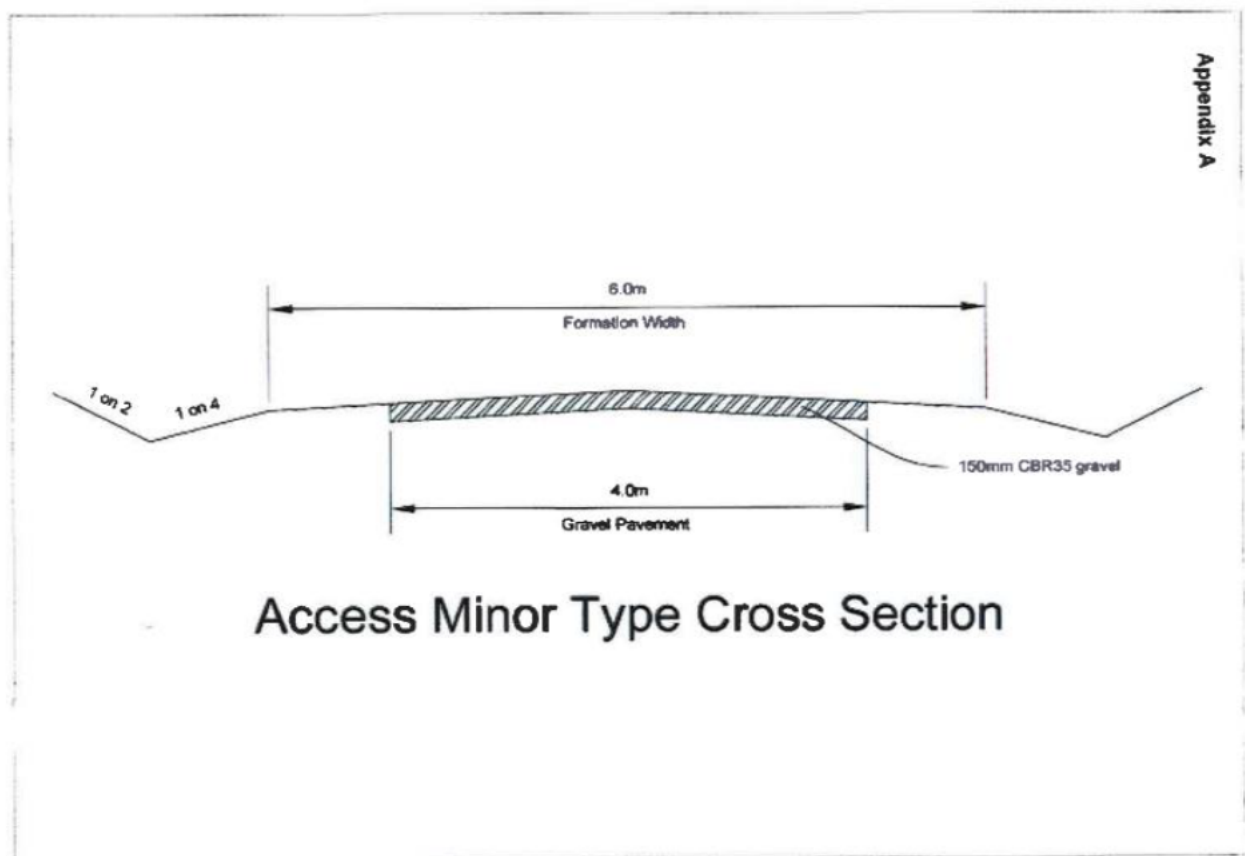


Figure 1 Council's minimum standard for forming a road

There appear to be low lying areas along the length of the unmaintained section where crossroad drainage may need to be installed. A minimum three (3) locations are anticipated. Currently the maintained section of Tim Shea Creek Road does not have a lot of gravel and is considered as a non-all-weather access track to these farming properties.

An estimated cost to upgrade about 1.3 kilometres of road to the minimum standard is given in Table 1 below.

Description of Works	Estimated Cost
Preliminary Costs (Surveying, Environmental Reports)	\$30,000
Clearing and Grubbing	\$40,000
Drainage (if required) x 3	\$30,000
Formation Grading	\$40,000
Targeted spot gravel works only*	\$50,000
Total (Including 40% Contingency)	\$266,000

Due to the road currently not providing access to residents and the significant upgrade cost, it is not recommended that Council constructs and maintains this road at this time.

ATTACHMENTS

Nil

13.13 INVESTIGATIONS INTO EXTENDING THE PERIODIC MAINTENANCE OF OLD YARRAMAN ROAD SOUTH EAST NANANGO BY AN ADDITIONAL 2 KILOMETRES**File Number:** 15-10-2025**Author:** Manager Works & Fleet**Authoriser:** Chief Executive Officer**PRECIS**

An investigation into extending the periodic maintenance of Old Yarraman Road, South East Nanango by an additional 2 kilometres.

SUMMARY

Council regularly receives requests to maintain or increase the maintenance standard of lower order roads. A request for an increase in standard has been received for Old Yarraman Road, South East Nanango.

OFFICER'S RECOMMENDATION

That South Burnett Regional Council determines to recognise an additional 2 kilometres and undertake periodic maintenance on Old Yarraman Road, to the standard of a Class 5C Access Track.

FINANCIAL AND RESOURCE IMPLICATIONS

Due to being a 5C access track with existing historical formation, it is anticipated that there will be no upfront costs for construction and minimal periodic ongoing maintenance costs.

LINK TO CORPORATE/OPERATIONAL PLAN

IN1 - Continue to provide sound asset management strategies to maintain and improve Council's Road network, bridges, drainage and street lighting.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

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

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Construction and maintenance of public roads can carry legal risks if not undertaken correctly.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Reference is made to Council's Construction of Unmade Roads Policy.

ASSET MANAGEMENT IMPLICATIONS

If Council resolves to add this section of road to the asset register as a 5C access track this will be adopted as a newly recognised asset at next comprehensive evaluation. This will increase the total length of Council's road network with the existing formation eventually being recognised at about \$100,000 for asset depreciation purposes.

REPORT

Old Yarraman Road is currently maintained for 6.29 kilometres from George Street, Nanango. The maintained portion has two different classifications with the first portion a 5A Rural Access that changes to a 5B Lower Order Access.

Council received a customer request for an increase in maintenance standard of Old Yarraman Road in order to provide access to the cattle yards approximately 2 kilometres beyond where Council currently maintains to. During the December 2024 weather event minimal works were undertaken to several major scours to make the road reserve passable up to the cattle yards. Spot maintenance has historically been undertaken along this road to make it passable for cattle trucks. It is noted that historical formation exists along this section. This section of road currently has a formed track, Figure 1 below shows what the typical road formation is:



Figure 1 Example of the existing road standard in the 2km section to the cattle yards

Beyond the cattle yards Old Yarraman Road is commonly used by four-wheel drivers and connects through to Din Din Road in the Toowoomba Region. It is not recommended to maintain the road beyond the cattle yards.

It is recommended that Council recognises the additional 2 kilometres of Old Yarraman Road as a Class 5C Access Track, from the existing maintained section to the cattle yards, by adding it to the Asset Register. 5C access tracks are not regularly maintained by Council but could have periodic maintenance which is outside of the regular grading program.

ATTACHMENTS

Nil

14 QUESTIONS ON NOTICE

Nil

15 INFORMATION SECTION

Nil

16 CONFIDENTIAL SECTION

OFFICER'S RECOMMENDATION

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

16.1 Murgon CBD Stormwater Drainage

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

16.2 South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 5 August 2025

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

16.3 Award Zone 1 Unsealed - SBRCQ-2526_21 to Undertake Flood Damage Restoration Works

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

16.4 Award Zone 2 Unsealed - SBRCQ-2526_23 to undertake Flood Damage Restoration Works

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

16.5 Award Zone 3 Unsealed - SBRCQ-2526_24 to undertake Flood Damage Restoration Works

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

16.6 Construction of a Formed Road to Lot 29 RP36980 and Lot 10 M5421 Memerambi

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

16.7 SBCare request for land

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on

balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16.8 Wakka Wakka People #3

This matter is considered to be confidential under Section 254J - e and i of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government and a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State..

17 CLOSURE OF MEETING