

## **Ordinary Meeting of Council**

***Held at Western Downs Regional Council's  
Wandoan Cultural Centre***

**On Wednesday, 19 August 2020**

Commencing at 09:30 AM

**R. A. MUSGROVE  
CHIEF EXECUTIVE OFFICER**

**19 August 2020**

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# Ordinary Meeting of Council Agenda

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1. **DECLARATION OF MEETING OPENING**
2. **OPENING PRAYER AND MINUTE SILENCE**
3. **APOLOGIES**
4. **CONGRATULATIONS**
5. **CONFIRMATION OF MINUTES**
  - 5.1 **Adopt Minutes Ordinary Meeting of Council** 1

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 22 July 2020
  - 5.2 **Adopt Special Meeting of Council ADOPT 2020-21 Budget Minutes 22 July 2020** 44

The Purpose of this Report is for Council to adopt the Minutes of the Special Meeting of Council ADOPT 2020-21 Budget held on Wednesday, 22 July 2020.
6. **BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**
7. **PRESENTATION OF PETITIONS BY COUNCILLORS**
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8. **MAYORAL UPDATE**
  - 8.1 **Executive Services Mayoral Report July 2020** 284

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of July 2020.



## **9. CONFIDENTIAL ITEMS**

*Section 275 of the Local Government Regulation 2012 in relation to Closed meetings provides:*

*(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-*

*(a) the appointment, dismissal or discipline of employees; or*

*(b) industrial matters affecting employees; or*

*(c) the local government's budget; or*

*(d) rating concessions; or*

*(e) contracts proposed to be made by it; or*

*(f) starting or defending legal proceedings involving the local government; or*

*(g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or*

*(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

*(2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.*

*(3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.*

### **9.1 EXECUTIVE SERVICES**

### **9.2 CORPORATE SERVICES**

#### **9.2.1 Corporate Services Confidential Report - Proposed Sale by Tender 13 King Street, Chinchilla**

This report is to seek Council's direction regarding the proposed sale of 13 King Street, Chinchilla being Lot 24 SP188009.

#### **9.2.2 Corporate Services Confidential Report Quarterly Liability Update as at 30 June 2020**

To provide Council with a quarterly update on liability matters as at 30 June 2020.

### **9.3 COMMUNITY AND LIVEABILITY**

## 9.4 INFRASTRUCTURE SERVICES

### 9.4.1 Infrastructure Services Confidential Report Jandowae Dam Regulated Risk Mitigation

The purpose of this report is to inform Council of recommendations following a risk assessment of Jandowae Dam to address Council's obligations as an operator of a regulated dam under the Water Supply (Safety & Reliability) Act 2008.

## 10. DEPUTATION

## 11. PLANNING

### 11.1 (030.2020.119.001) Community and Liveability Report Development Application Material Change of Use High Impact Industry and ERA 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation at 18-20 Emmerson Street Chinchilla Veolia Environmental Ser 286

The purpose of this Report is for Council to decide the application for a Material Change of Use to establish a High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation on land described as Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512 and situated at 18-20 Emmerson Street, Chinchilla

### 11.2 (030.2020.77.001) Community and Liveability Report Development Application Material Change of Use for Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation at Lot 11 on RP14934 8-10 Forrest Street Chinchilla Crank Diesel 317

The purpose of the Report is for Council to decide the proposed development for a Material Change of Use to establish a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation on land described as Lot 11 on RP14934 and situated at 8-10 Forrest Street, Chinchilla

### 11.3 (035.2020.211.001) Community and Liveability Report Development Application Reconfiguring a Lot (1 lot into 2 lots) Lot 24 on DY991 Fletts Road, Hopeland Davis C/- Murray & Associates 368

The purpose of this Report is for Council to decide the proposed development to Reconfigure a Lot (1 lot into 2 lots) on land described as Lot 24 on DY991 and situated at Fletts Road, Hopeland.

## 12. EXECUTIVE SERVICES

### 12.1 Executive Services Chief Executive Officer Report July 2020 380

The purpose of this Report is to provide Council with the significant meetings, forums and delegations attended by the Chief Executive Officer during the month of July 2020.

### 12.2 Executive Services Report Outstanding Actions July 2020 382

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 22 July 2020.

12.3	<b>Executive Services Report Council Meeting Dates January 2020 to March 2020</b>	384
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The purpose of this Report is to provide for Council consideration and subsequent adoption proposed dates and times for the holding of Council Meetings in 2021.

### 13. CORPORATE SERVICES

13.1	<b>Corporate Services Report 2019 2020 Q4 Enterprise Risk Management and Operational Plan Review</b>	387
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The purpose of this Report is to provide Council with:

1. the status of the strategic risks which Council manages under its Enterprise Risk Management Framework; and
2. progress towards achieving the 2019/20 Operational Plan outcomes for the fourth quarter.

13.2	<b>Corporate Services Report Adopt Complaints about the Chief Executive Officer (Section 48A of the Crime and Corruption Act 2001) - Council Policy</b>	404
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To present the proposed Complaints about the Chief Executive Officer (Section 48A of the *Crime and Corruption Act 2001*) - Council Policy, for Council's consideration and adoption.

13.3	<b>Corporate Services Report Review Complaints Management - Council Policy</b>	419
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To present draft amendments to the Complaints Management - Council Policy for Council's consideration and adoption.

13.4	<b>Corporate Services Financial Report July 2020</b>	437
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The purpose of this Report is to provide Council with the Financial Report for the month ending July 2020.

13.5	<b>Corporate Services Quarterly Report April to June 2020</b>	443
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The purpose of this Report is to provide Council with an update in relation to the Corporate Services Departments during the fourth quarter of the 2019-2020 financial year.

### 14. INFRASTRUCTURE SERVICES

14.1	<b>Infrastructure Services Report Telstra Defects on Council Footpath Network</b>	450
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The purpose of this Report is to inform Council of the current condition of Council's footpath network, reflective of recent maintenance works performed to repair defects, and to make Council aware of the residual risk due to defects from Telstra infrastructure assets.

14.2	<b>Infrastructure Services Quarterly Report April-June 2020</b>	456
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The purpose of this Report is to provide Council with a quarterly update in relation to the Infrastructure Services' Works, Utilities and Technical Services departments performance.

## **15. COMMUNITY AND LIVEABILITY**

- |             |  |     |
|-------------|--|-----|
| <b>15.1</b> | <b>Community and Liveability Report Bunya Mountains Dark Sky Park Petition</b><br>This report addresses matters raised in a petition presented to Council at the July 2020 Ordinary Meeting regarding the establishment of a Dark Sky Park at the Bunya Mountains.   | 462 |
| <b>15.2</b> | <b>Community and Liveability Report Kogan Waste and Recycling Centre Operating Hours</b><br>This report seeks Council's consideration of the introduction of opening hours for the Kogan Waste and Recycling Centre.   | 481 |
| <b>15.3</b> | <b>Community and Liveability "Groovin from the Garage - The Originals" Competition</b><br>This report is to update Council on the digitally adapted "Groovin from the Garage - The Originals" online music competition which provided an opportunity for performance and engagement in a COVID safe environment. | 484 |
| <b>15.4</b> | <b>Community and Liveability Report Nomination Special Holidays 2021</b><br>The purpose of this Report is to seek Council's endorsement of the proposed nominated Show Holidays in 2021 in line with the <i>Holidays Act 1983</i> .  | 488 |
| <b>15.5</b> | <b>Community and Liveability Quarterly Report April to June 2020</b><br>The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division for the fourth quarter of the 2019 / 2020 Financial Year.  | 493 |

## **16. NOTICES OF MOTION**

### **16.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS**

16.1.1 Notice of Motion Cr. I. J. Rasmussen

### **16.2 RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING**

## **17. URGENT GENERAL BUSINESS**

## **18. DEPUTATION**

## **19. MEETING CLOSURE**

**Title** **Adopt Ordinary Meeting of Council Minutes 22 July 2020**

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**Date** 11 August 2020

**Responsible Manager** S.Peut, A/CHIEF EXECUTIVE OFFICER

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### **Summary**

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 22 July 2020

### **Link to Corporate Plan**

Nil

### **Material Personal Interest/Conflict of Interest**

Nil

### **Officer's Recommendation**

That this Report be received and that:

1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on 22 July 2020, copies of which have been circulated to Members, be taken as read and confirmed.

### **Attachments**

1. Copy of Unconfirmed Minutes of the Ordinary Meeting of Council held on Wednesday, 22 July 2020.

**Authored by:** A. Lyell, EXECUTIVE SERVICES ADMINISTRATION OFFICER



## Ordinary Meeting of Council Minutes

**Date:** Wednesday, 22 July, 2020  
**Time:** 9:30 am  
**Location:** Miles Leichhardt Centre  
29 Dawson Street  
Miles QLD 4415

**Councillors:**

- Cr. P. M. McVeigh (Chairperson)
- Cr. A. N. Smith
- Cr. K. A. Bourne
- Cr. P. T. Saxelby
- Cr. K. A. Maguire
- Cr. I. J. Rasmussen
- Cr. M. J. James
- Cr. O. G. Moore
- Cr. C. T. Tillman

**Officers:**

- R. A. Musgrove, Chief Executive Officer
- S. M. Peut, General Manager (Corporate Services)
- G. K. Cook, General Manager (Infrastructure Services)
- J. K. Taylor, General Manager (Community and Liveability)
- J. L. Weier, Senior Executive Officer
- A. G. Lyell, Executive Services Administration officer

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**1. DECLARATION OF MEETING OPENING**

The Chairperson declared the Meeting open at 9:30am

**2. OPENING PRAYER AND MINUTE SILENCE**

Cecily Bockhurst from the Anglican Church, delivered the opening prayer. This was followed by the observance of a minute silence.

**3. APOLOGIES**

**4. CONGRATULATIONS**

Councillor K.M. Maguire requested that congratulations be extended to Ben Slatter from Drillham , winner of the inaugural Groovin In The Garage competition for his original song "So Long, July".

**5. CONFIRMATION OF MINUTES**

**5.1 Adopt Minutes Ordinary Meeting of Council**

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 17 June 2020

**COUNCIL RESOLUTION**

**Moved By** Cr. A. N. Smith

**Seconded By** Cr. O. G. Moore

That this Report be received and that:

1.The Unconfirmed Minutes of the Ordinary Meeting of Council held on 17 June 2020, copies of which have been circulated to Members, be taken as read and confirmed.

**CARRIED**



**6. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

**7. PRESENTATION OF PETITIONS BY COUNCILLORS**

**7.1 Petition - Dark Sky Park Bunya Mountains**

Cr. P.M. McVeigh presented a petition to Council in relation to the proposed Bunya Mountains Dark Sky Park.

**COUNCIL RESOLUTION**

**Moved By** Cr. I. J. Rasmussen

**Seconded By** Cr. C. T. Tillman

That the Petition received from Bruce Thompson requesting Council reconsider issuing a Letter of Support for the Bunya Mountains Dark Sky Park and fund the Lighting Management Plan be received.

The **ORIGINAL MOTION** was **PUT** and **LOST (6,3)**

**FORESHADOWED MOTION**

Cr O.G. Moore foreshadowed that if the motion on the floor failed, he will move:

That the Petition from Bruce Thompson be received and that a report be brought back to Council.

**FORSHADOWED MOTION MOVED**

**Moved By** Cr. O. G. Moore

**Seconded By** Cr. P. T. Saxelby

That the Petition from Bruce Thompson be received and that a report be brought back to Council.

**CARRIED (7 to 2)**

**For (7):** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne, Cr. P. T. Saxelby, Cr. M. J. James, Cr. O. G. Moore, and Cr. C. T. Tillman

**Against (2):** Cr. K. A. Maguire, Cr. I. J. Rasmussen

**8. MAYORAL UPDATE**

**8.1 Executive Services Mayoral Report June 2020**

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of June 2020

**COUNCIL RESOLUTION**

**Moved By** Cr. A. N. Smith

**Seconded By** Cr. O. G. Moore

That this report be received and noted.

**CARRIED**

## 9. CONFIDENTIAL ITEMS

*Section 275 of the Local Government Regulation 2012 in relation to Closed meetings provides:*

*(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-*

*(a) the appointment, dismissal or discipline of employees; or*

*(b) industrial matters affecting employees; or*

*(c) the local government's budget; or*

*(d) rating concessions; or*

*(e) contracts proposed to be made by it; or*

*(f) starting or defending legal proceedings involving the local government; or*

*(g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or*

*(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

*(2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.*

*(3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.*

### COUNCIL RESOLUTION - CLOSE MEETING

**Moved By** Cr. P. T. Saxelby

**Seconded By** Cr. A. N. Smith

That Council resolve to close the Meeting in accordance with Sections 275 (1) (e) of the *Local Government Regulation 2012* at 10:06am to discuss the following Confidential Reports:

1. Corporate Services Confidential Report Lease 4 Loam Street Dalby to Waminda Services Ltd;  
and

2. Corporate Services Confidential Report Gas Supply Agreement.

### COUNCIL RESOLUTION - REOPEN MEETING

**Moved By** Cr. O. G. Moore

**Seconded By** Cr. I. J. Rasmussen

That Council resolve to reopen the Meeting at 10:10am.

**CARRIED**

## 9.1 EXECUTIVE SERVICES

## 9.2 CORPORATE SERVICES

### 9.2.1 Corporate Services Confidential Report Lease 4 Loam Street Dalby to Waminda Services Ltd

The purpose of this Report is to consider a request from Waminda Services Ltd to renew a lease for 4 Loam Street, Dalby.

*Councillor C.T. Tillman, declares a conflict of interest in this matter (as defined by section 175D of the Local Government Act 2009) as follows:*

*a) Cr Tillman is a member of the Waminda Board.*

*She will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.*

*Cr. C.T. Tillman left the meeting while the matter is discussed at 10:07am.*

*Cr. C.T. Tillman re-joined the meeting at 10:08am.*

*Cr. C.T. Tillman left the meeting while the matter is voted on 10:10am.*

*Cr. C. T. Tillman re-joined the meeting at 10:13am.*

## COUNCIL RESOLUTION

**Moved By** Cr. M. J. James

**Seconded By** Cr. O. G. Moore

That this Report be received and that Council:

1. Applies the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 to the proposed lease.
2. Offer Waminda Services Ltd a three-year lease commencing 1 July 2020 over land described as Lots 1 and 3 on RP15812 and Lot 46 on RP15805 being 4 Loam Street, Dalby on the terms and conditions outlined in this report; and
3. Grant permission for Waminda Services Ltd at its discretion to continue with a sub-lease with Helping Hands Outreach Project for Dalby Inc (ABN 42 403 832 857) for a term not exceeding the term of the new lease; and
4. Delegate to the Chief Executive Officer the power to finalise and execute the proposed lease.

**CARRIED**

### 9.2.2 Corporate Services Confidential Report Gas Supply Agreement

The purpose of this Report is to recommend to Council to delegate to the Chief Executive Officer the power to execute two Gas Supply Agreements and to then renegotiate customer agreements with the major customers of WDRC Gas Business.

*GM Taylor declared a perceived conflict of interest in this matter (as defined by section 175D of the Local Government Act 2009) as follows:*

*A) As her son is employed by Clark Tanks.*

*She will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.*

*GM Taylor left the meeting while the matter is discussed and voted on at 10:08am*

*GM Taylor re-joined the meeting at 10:14am*

#### COUNCIL RESOLUTION

**Moved By** Cr. I. J. Rasmussen

**Seconded By** Cr. K. A. Maguire

That this report be received and that Council:

1. Delegate financial authority to the Chief Executive Officer to execute the extension of the existing agreement with Santos for twelve (12) months, and the new agreement for the following three (3) years, plus a two (2) year extension at the buyers option.
2. Delegate to the Chief Executive Officer financial delegation authority to negotiate new Gas Supply Agreements with major customers.

**CARRIED**

### 9.3 COMMUNITY AND LIVEABILITY

### 9.4 INFRASTRUCTURE SERVICES

## 10. PLANNING

### 10.1 (030.2019.552.001) Community and Liveability Report Development Application Material Change of Use for Warehouse (Mulch and Bark Products) at Lot 151 on LY269 157 Sturgess-Baking Board Road Baking Board Brandon & Associates

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Warehouse (Mulch and Bark Products) on land described as Lot 151 on LY269 and situated at 157 Sturgess-Baking Board Road, Baking Board.

#### COUNCIL RESOLUTION

**Moved By** Cr. K. A. Maguire

**Seconded By** Cr. O. G. Moore

That this Report be received and that:

1.The application for a Material Change of Use to establish a Warehouse (Mulch and Bark Products) on land described as Lot 151 on LY269 and situated at 157 Sturgess-Baking Board, Baking Board, be approved, subject to the following conditions:

#### APPROVED PLAN

1.The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

**Plan No:**20103102, Issue P1

**Description:** Site Plan, prepared by Brandon & Associates, dated 27.08.19

2.Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

#### APPROVED DEVELOPMENT

3.The approved development is a Material Change of Use for a Warehouse (Mulch and Bark Products) as shown on the Approved Plan.

#### COMPLIANCE, TIMING AND COSTS

4.All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

5.All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

#### FEES AND CHARGES

6.All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

#### MAINTENANCE

7.The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.

8.The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

#### **NOISE EMISSIONS**

9.Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.

#### **AIR EMISSIONS**

10.Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

11.Implement measures to control dust generated by operations to ensure no environmental nuisance or adverse health effects to workers on the site, neighbouring properties or road frontages during both operating and non-operating hours.

#### **WASTE MANAGEMENT**

12.All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

13.All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

#### **VISUAL AND GENERAL AMENITY**

14.All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

#### **OUTDOOR LIGHTING IMPACT MITIGATION**

15.Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

#### **ENGINEERING WORKS**

16.Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

17.Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

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

18.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.

19.Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for

public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

#### **STORMWATER MANAGEMENT**

20. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.

21. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

#### **WATER SUPPLY - FIRE FIGHTING SUPPLY**

22. Dedicated on-site fire fighting equipment must include a minimum of 5,000 litres of water. If provided in a tank, the tank must be equipped with a 50mm male camlock fitting for rural fire fighting connections.

#### **PARKING AND ACCESS - GENERAL**

23. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

#### **PARKING AND ACCESS - SERVICING**

24. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

25. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

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

#### **REFERRAL AGENCY RESPONSE**

1. Department of State Development, Manufacturing, Infrastructure and Planning dated 12 May 2020.

#### **ADVISORY NOTES**

##### **NOTE 1 -Relevant Period**

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

*(a) for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—6 years after the approval starts to have effect."*

##### **NOTE 2 -Aboriginal Cultural Heritage**



It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website .

**NOTE 3 -General Environmental Duty**

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

**NOTE 4 -General Safety of Public During Construction**

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

**NOTE 5 -Property Note (Audit of Conditions)**

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

**NOTE 6 -Duty to Notify of Environmental Harm**

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

**A P P E A L R I G H T S**

**"Chapter 6Dispute Resolution**

**Part 1Appeal Rights**

**229Appeals to Tribunal or P&E Court**

(1)*Schedule 1 states -*

(a)*matters that may be appealed to -*

(i)*either a tribunal or the P&E Court; or*

(ii)*only a tribunal; or*

(iii)*only the P&E Court; and*

(b)*the person -*

(i)*who may appeal a matter (the **appellant**); and*

(ii)*who is a respondent in an appeal of the matter; and*

(iii)*who is a co-respondent in an appeal of the matter; and*

(iv)*who may elect to be a co-respondent in an appeal of the matter.*

(2)*An appellant may start an appeal within the appeal period.*

(3)The **appeal period** is -

(a)for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or

(b)for an appeal against a deemed refusal - at any time after the deemed refusal happens; or

(c)for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or

(d)for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or

(e)for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or

(f)for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

Note -See the P&E Court Act for the Court's power to extend the appeal period."

**CARRIED**

**10.2 (030.2019.569.001) Community and Liveability Report Development  
Application Material Change of Use for Service Station at Lot 101 on  
BWR225 33 Old Cameby Road Miles IOR Property Group No. 2 Pty Ltd C/-  
TFA Project Group**

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Service Station on land described as Lot 101 on BWR225 including Easement A on SP209005 and Easement B on SP258267 and situated at 33 Old Cameby Road, Miles.

*Cr. C. T. Tillman declared a conflict on this item. Councillor C.T. Tillman, declares a conflict of interest in this matter (as defined by section 175D of the Local Government Act 2009) as follows:*

*a) Cr Tillman's sister and her sister's husband are employees of IOR.*

*She will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.*

*Cr Tillman left the meeting at 10:21am*

*Cr Tillman re-joined the meeting at 10:22am*

**COUNCIL RESOLUTION**

**Moved By** Cr. A. N. Smith

**Seconded By** Cr. K. A. Bourne

That this Report be received and that:

1.The application for Material Change of Use to establish a Service Station on land described as Lot 101 on BWR225 including Easement A on SP209005 and Easement B on SP258267 and situated at 33 Old Cameby Road, Miles, be approved, subject to the following conditions:

**APPROVED PLANS**

1.The development shall be carried out generally in accordance with the Approved Plans listed below, subject to and modified by the conditions of this approval:

**Plan No:**15078-MLS01, Rev E

**Description:**Proposed Site Layout, prepared by TFA Project Group

**Dated:**19.05.20

**Plan No:**15078-MLS02, Rev C

**Description:**Site Setout Details, prepared by TFA Project Group

**Dated:**19.05.20

**Plan No:**15078-MLS03, Rev C

**Description:**Ablutions - Floor Plan, Roof Plan & Elevations, prepared by TFA Project Group

**Dated:**19.05.20

**Plan No:**15078-MLS04, Rev A

**Description:** Ablutions – Floor Plan, Roof Plan & Elevations, prepared by TFA Project Group

**Dated:** 14.11.19

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans, the conditions of this development approval must prevail.

3. The following further Development Permits must be obtained prior to commencement of any work associated with the process:

3.1 Building Work; and

3.2 Plumbing Works.

#### **APPROVED DEVELOPMENT**

4. The approved development is a Material Change of Use for a Service Station as shown on the Approved Plans.

#### **COMPLIANCE, TIMING AND COSTS**

5. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

6. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

#### **FEES AND CHARGES**

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

#### **MAINTENANCE**

8. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.

9. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

#### **NOISE EMISSIONS**

10. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2019*.

#### **AIR EMISSIONS**

11. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2019*.

#### **WASTE MANAGEMENT**

12. All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

#### **VISUAL AND GENERAL AMENITY**

14. Any graffiti on the buildings must be removed within 3 business days.

15. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

#### **OUTDOOR LIGHTING IMPACT MITIGATION**

16. Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

#### **HAZARDOUS CHEMICALS AND FUEL STORAGE**

17. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.

18. Diesel is to be stored and handled in accordance with Australian Standard 1940-2017 - The Storage and Handling of Flammable and Combustible Liquids.

#### **LANDSCAPING - MISCELLANEOUS**

19. The land owner must ensure compliance with the requirements of the *Land Protection (Pest and Stock Route Management) Act 2002* and any successive legislation.

20. Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land shall be retained where possible, and action taken to minimise disturbance during construction work.

21. Landscaped areas must be maintained, and the site must remain in a clean and tidy state at all times.

#### **INFRASTRUCTURE CHARGES**

22. All infrastructure charges including those associated with Council's Water, Sewerage, Stormwater, Transport and Parks Networks are now levied under the *Planning Act 2016*. As required under Section 119 of the *Planning Act 2016*, a separate **Infrastructure Charges Notice** is attached.

#### **FENCING**

23. A chain mesh fence that is a minimum of 1.8 metres high shall be constructed as illustrated on the Approved Plans.

#### **REFUSE STORAGE AREAS**

24. Refuse bin storage areas must be screened from public view.

#### **FLOODING - GENERAL**

25. Ensure areas associated with the storage of hazardous chemicals and all control panels of critical services are built at a minimum 300mm above the defined flood level.

## **ENGINEERING WORKS**

26.Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

27.Be responsible for the full cost of any alterations necessary to easements and/or other public utility installations in connection with the development.

## **STORMWATER MANAGEMENT**

28.Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.

29.Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

30.Provide measures to prevent floatable oils being carried into the existing stormwater system.

31.All contaminated stormwater from the fuel dispensing area must be connected to a Council approved oil separator system prior to discharge.

**Note:**The existing Taylex System is not suitable for the collection and treatment of contaminated stormwater.

## **WATER SUPPLY**

32.Provide a suitable water supply for the development independent from Council's water reticulation system. Monitor water quality continuously to ensure compliance with Australian Drinking Water Guidelines - current edition 2011 and enHealth Guidance of Use of Standards for Potable Water.

## **WATER SUPPLY - FIRE FIGHTING SUPPLY**

33.A minimum storage capacity of 22,000 litres is to be provided within the site either by the retention basin or tanks, for the purposes of emergency fire fighting. Any tank must be equipped with a 50mm male camlock fitting for rural fire fighting connections.

## **VEHICULAR ACCESS, PARKING AND MANOEUVRING**

34.Maintain the two existing commercial crossovers between the property boundary and the edge of the Old Cameby Road pavement, having a width of fifteen metres, generally in accordance Council's Standard Drawing R-007 Rev B.

35.Design and construct all driveway, parking and heavy vehicle manoeuvring areas with a two-coat bitumen seal.

36.Entry/exit from the site shall be one-way traffic only.

37.Ensure access to vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

## **ON-SITE SEWERAGE**

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

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

## **ELECTRICITY**

40. Connect the development to electricity.

## **EROSION AND SEDIMENT CONTROL - GENERAL**

41. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

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

## **ENVIRONMENTAL HEALTH**

43. Do not release contaminants or contaminated water directly or indirectly from the land subject to this approval, or to the ground or groundwater at the land subject to this approval, except for:

43.1 uncontaminated overland stormwater flow; and

43.2 uncontaminated stormwater to the stormwater system.

## **REFERRAL AGENCY RESPONSE**

The application is subject to the following Referral Agency requirements:

1. Department of State Development, Manufacturing, Infrastructure and Planning's Concurrence Agency response dated 26 March 2020.

## **ADVISORY NOTES**

### **NOTE 1 -Relevant Period**

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

*(a) for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—6 years after the approval starts to have effect."*

### **NOTE 2 -Aboriginal Cultural Heritage**

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website .

### **NOTE 3 -General Environmental Duty**

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

**NOTE 4 -General Safety of Public During Construction**

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

**NOTE 5 -Property Note (Audit of Conditions)**

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

**NOTE 6 -Duty to Notify of Environmental Harm**

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

**CARRIED**



**10.3 (030.2020.97.001) Community and Liveability Report Development  
Application Material Change of Use for Transport Depot at Lot 10 on  
RP14934 4-6 Forrest Street Chinchilla MPC Contracting Pty Ltd C/-  
Ausrocks Pty Ltd**

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Transport Depot on land described as Lot 10 on RP14934 and situated at 4-6 Forrest Street, Chinchilla.

**COUNCIL RESOLUTION**

**Moved By** Cr. P. T. Saxelby  
**Seconded By** Cr. A. N. Smith

That this Report be received and that:

1.The application for a Material Change of Use to establish a Transport Depot on land described as Lot 10 on RP14934 and situated at 4-6 Forrest Street, Chinchilla, be approved, subject to the following conditions:

**APPROVED PLANS AND DOCUMENT**

1.The development shall be carried out generally in accordance with the Approved Plans and Document listed below, subject to and modified by the conditions of this approval:

**Plan No:**SLP001-4, Project No. AUQ00243, Version 4

**Description:**Site Layout Plan – Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 03/06/2020

**Plan No:**SP001-2, Project No. AUQ00243, Version 2

**Description:**Stormwater Plan - Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 19/03/2020

**Plan No:**SP002-1, Project No. AUQ00243, Version 1

**Description:**Stormwater Detail Plan - Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 03/06/2020

**Plan No:**TPP001-1, Project No. AUQ00243, Version 1

**Description:**Turnng Path Plan – Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 18/03/2019

**Plan No:**MCSBP001, Project No. AUQ00243

**Description:**MPC Contracting Storage Building Plan, prepared by Ausrocks, dated 19/03/2020

**Plan No:**MCSP001, Project No. AUQ00243

**Description:**MPC Contracting Shed Plan, prepared by Ausrocks, dated 19/03/2019

**Plan No:**CP001-1, Project No. AUQ00243, Version 1

**Description:**Crossover Plan 1 – Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 18/03/2020

**Plan No:**CP002-1, Project No. AUQ00243, Version 1

**Description:**Crossover Plan 2 – Transport Depot 4-6 Forrest St Chinchilla, prepared by Ausrocks, dated 18/03/2020

**Document:**Flood Risk Management Plan, Project No. AUQ00243, Version 1.2, prepared by Ausrocks, dated 18/03/2020

2.Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans and Document, the conditions of this development approval must prevail.

#### **APPROVED DEVELOPMENT**

3.The approved development is a Material Change of Use for a Transport Depot as shown on the Approved Plans.

#### **COMPLIANCE, TIMING AND COSTS**

4.All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

5.All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

#### **OPERATING HOURS**

6.Unless otherwise approved in writing by Council, the approved use must only operate between the following hours:

6.1Monday to Friday7:00am to 6:00pm

6.2Saturday7:00am to 12:00pm

6.3Sunday/Public Holidays:No operating hours

#### **FEES AND CHARGES**

7.All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

#### **MAINTENANCE**

8.The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans and Document, subject to and modified by any conditions of this approval.

9.The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

#### **PRIVACY SCREENING**

10.Privacy screening with a maximum 50% visibility must be installed to the windows facing the Forrest Street road frontage of the Storage Building.

#### **NOISE EMISSIONS**

11.Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.

### **AIR EMISSIONS**

12. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

### **WASTE MANAGEMENT**

13. All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

14. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

### **VISUAL AND GENERAL AMENITY**

15. Any graffiti on the buildings must be removed within 3 business days.

16. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

### **OUTDOOR LIGHTING IMPACT MITIGATION**

17. Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

### **LANDSCAPING**

18. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a Landscaping Plan for all landscaping associated with the development. The Plan must be prepared by a suitably qualified and experienced person in landscape design and construction.

19. The Landscaping Plan must detail:

19.1 all landscaping areas shown on the Approved Plans, including a 2 metre wide landscaping strip to be provided along the Forrest Street frontage;

19.2 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;

19.3 the number and size of plants; and

19.4 the typical planting detail including preparation, backfill, staking and mulching.

20. The developer must prepare and landscape the site in accordance with the Approved Landscape Plan, or as otherwise approved in writing by Council's authorised delegate. Any amendments approved by Council's authorised delegate are taken to be a part of the Approved Landscape Plan.

### **ENGINEERING WORKS**

21. Submit to Council, an Operational Work application for all Civil Works including Earthworks (if required), and Roadworks.

22. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

23. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

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

24. 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.

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

**STORMWATER MANAGEMENT**

26. The Stormwater Management Plan prepared by Ausrocks, Version V1.4 dated June 2020 and submitted as part of the response to Council's Information Request is NOT APPROVED. Submit to Council, a revised, final and detailed Stormwater Management Plan for approval. This Stormwater Management Plan must include, but not be limited to the following:

26.1 demonstration that there is no material increase in pre or post-development flows;

26.2 nuisance or interference to the current use or potential future use of all downstream properties including road reserves and the like, for design storms of Q2, Q5, Q10, Q20 and Q50;

26.3 details of stormwater drainage, detention requirements, and mitigation measures;

26.4 the lawful point of discharge;

26.5 measures to prevent any solid matter or floatable oils being carried into the existing stormwater system;

26.6 impacts to overland flow paths and mitigation measures; and

26.7 digital data files of stormwater modelling.

27. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in stormwater impacts on other properties.

28. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

29. Design and construct stormwater drainage incorporating measures to prevent any sediment, solid matter or floatable oils being carried into the existing stormwater system.

**WATER SUPPLY**

30. Connect the development to Council's reticulated water supply system via a single connection.

**SEWERAGE**

31. The existing on-site effluent disposal system servicing the development must be upgraded or replaced where it cannot be demonstrated that it operates in accordance with Schedule 1, Division 4: Standards for Sewerage Supply, Section 4.2; Standards for On-site Sewerage, AS1547 and the Queensland Plumbing and Waste Water Code.

32. Apply for a Development Permit for Plumbing Work from Council, for any upgrade or replacement of the on-site sewerage treatment system servicing the development. Any upgrades for the on-site effluent system must be designed by a suitably qualified person.

#### **HAZARDOUS CHEMICAL AND FUEL STORAGE**

33. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.

34. Diesel is to be stored and handled in accordance with Australian Standard 1940-2004 - The Storage and Handling of Flammable and Combustible Liquids.

#### **FLOODING - GENERAL**

35. The development site is impacted by extreme risk of flooding during a Q100 event. The applicant is to prepare a Risk Management Plan (RMP) and submit to Council's Planning and Environment Manager or authorised delegate for endorsement. The areas to be addressed will include, but not be limited to:

- flood warning triggers;
- evacuation and safety procedures;
- emergency services' contact numbers;
- electrical services protection; and
- property protection.

36. The Flood Risk Management Plan is to be kept on-site and available to customers, staff and Council at all times.

37. The Risk Management Plan is to be implemented, kept on-site, monitored, reviewed and updated at a minimum of two (2) year intervals, maintained for the period of the use of the development on the site, and is to be available for review at the request of Council's Planning and Environment Manager within 48 hours of such request.

38. Habitable areas, mezzanine levels and areas associated with the storage of hazardous chemicals and all control panels of critical services shall be built at a minimum 300mm above the defined flood level.

39. The storage of dangerous goods or hazardous materials is not to be undertaken within the demountable storage building.

40. All boundary fencing must be constructed from chain link design or similar, to allow the flow of flood water through the site unimpeded.

#### **PARKING AND ACCESS - GENERAL**

41. A minimum of eight (8) car and six (6) truck parking spaces are to be provided.

42. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

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

44. In the event that bona fide complaints are received by Council in relation to dust emissions produced from the site, Council reserves the right to require the applicant to provide either concrete, asphalt, or bitumen seal to heavy vehicle manoeuvring areas.

#### **PARKING AND ACCESS - SERVICING**

45. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

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

46. Design and construct a vehicle turnout generally in accordance with Council's Standard Drawing No. R-007.

#### **EXTERNAL ROADWORKS**

47. Design and construct Forrest Street from the intersection of Edward Street to the western boundary of Lot 10, to the following standard:

47.1 widening of the existing pavement to 8 metres, including a two-coat bitumen seal;

47.2 grassed table drains, and formation of a grassed verge;

47.3 tapers to the existing road pavement;

47.4 provision for stormwater drainage and easements (if required), line marking and road reserve transitions between existing and proposed roads; and

47.5 design all work in consultation with Council prior to submission of detailed Engineering drawings.

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

48. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

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

#### **ENVIRONMENTAL HEALTH**

50. Undertake operations and construction work associated with this development to the requirements of Council, including the following:

50.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;

50.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and

50.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

#### **ELECTRICITY AND TELECOMMUNICATIONS**

51. Connect the development to electricity and telecommunication services.

#### **ADVISORY NOTES**

##### **NOTE 1 -Flood Hazard**

The property is identified as being located in a High/Extreme Flood Hazard Area on the Flood Hazard Overlay Map in the Western Downs Planning Scheme. Where the floor level is not elevated above the defined flood level, the proposed building works may be subject to inundation during a flood event.

**NOTE 2 -Relevant Period**

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

*(a)for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*

*(i) the period stated for that part of the approval; or*

*(ii)if no period is stated—6 years after the approval starts to have effect."*

**NOTE 3 -Aboriginal Cultural Heritage**

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website .

**NOTE 4 -General Environmental Duty**

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

**NOTE 5 -General Safety of Public During Construction**

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

**NOTE 6 -Property Note (Audit of Conditions)**

An inspection of the property to ascertain compliance with conditions will be undertaken twelve (12) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

**NOTE 7 -Duty to Notify of Environmental Harm**

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

**A P P E A L R I G H T S**

The rights of an applicant to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in Chapter 6, Part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (refer Chapter 6, Part 2 of the *Planning Act 2016*).

**"Chapter 6 Dispute Resolution**

**Part 1 Appeal Rights**

**229 Appeals to Tribunal or P&E Court**

(1) Schedule 1 states -

(a) matters that may be appealed to -

(i) either a tribunal or the P&E Court; or

(ii) only a tribunal; or

(iii) only the P&E Court; and

(b) the person -

(i) who may appeal a matter (the **appellant**); and

(ii) who is a respondent in an appeal of the matter; and

(iii) who is a co-respondent in an appeal of the matter; and

(iv) who may elect to be a co-respondent in an appeal of the matter.

(2) An appellant may start an appeal within the appeal period.

(3) The **appeal period** is -

(a) for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or

(b) for an appeal against a deemed refusal - at any time after the deemed refusal happens; or

(c) for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or

(d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or

(e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or

(f) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

Note - See the P&E Court Act for the Court's power to extend the appeal period."

**CARRIED**



**10.4 (035.2020.163.001) Community and Liveability Report Development Application Reconfiguring a Lot (Subdivision of 1 Lot into 2 Lots) on Lot 3 on RP96248 40 Fletcher's Road Jimbour East Watson and Brabrook**

The purpose of this Report is for Council to decide the proposed development for a Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 3 on RP96248 and situated at 40 Fletcher's Road, Jimbour East.

**COUNCIL RESOLUTION**

**Moved By** Cr. A. N. Smith

**Seconded By** Cr. O. G. Moore

That this Report be received and that:

1. The application for Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 3 on RP96248 and situated at 40 Fletcher's Road, Jimbour East, be refused, on the following grounds:

(a) The development application for Reconfiguring a Lot (1 lot into 2 lots) has been assessed against the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, and does not comply with the following matters:

(i) The development does not comply with Strategic Outcome 3.5.1 and Element 3.5.3 of the Strategic Plan, as the development will further fragment an already undersized rural land parcel within the Rural Zone and create a lot configuration that will permanently diminish potential agricultural productivity of the property.

(ii) The development conflicts with Overall Outcome 2 of the Rural Zone Code, as it will result in further fragmentation and alienation of land within the Rural Zone.

(iii) The development is inconsistent with Overall Outcome 1 of the Reconfiguring a Lot Code, as the development is inconsistent with the Outcomes in the Rural Zone Code.

(iv) The development does not comply with Overall Outcome 2(b) of the Reconfiguring a Lot Code, as the development results in rural lots of a size that are not viable for rural activities.

(v) The development is inconsistent with Acceptable Outcomes 1.1 and 1.3 of the Reconfiguring a Lot Code, as the development will result in lots that are significantly smaller than the minimum lot size for the Rural Zone. The alternative solution is not considered to comply with Performance Outcome 1, as the proposal is inconsistent with the character and amenity of the Rural Zone.

(vi) The proposed development does not satisfy Performance Outcome 14 of the Reconfiguring a Lot Code, as the applicant has not justified that the development meets a demonstrated planning need for further fragmentation of an already undersized rural lot within the Rural Zone.

(vii) The development could not be conditioned to comply with the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, as the proposed design and lot layout of the development are inconsistent with the Overall and Performance Outcomes of the relevant Codes.

### FORESHADOWED MOTION

Cr. C.T. Tillman foreshadowed that if the Motion on the floor failed, she would move:

That this report be received and that:

1. The application for Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 3 on RP96248 and situated at 40 Fletcher's Road, Jimbour East be approved, subject to the following conditions:

### APPROVED PLAN

1. The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

**Plan No:** Proposal Plan

**Description:** Prepared by Watson and Brabrook

**Amendment:** *Plan title amended in red by Council on 20/7/2020*

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

### APPROVED DEVELOPMENT

3. The approved development is Reconfiguring a Lot (1 lot into 2 lots) as shown on the Approved Plan.

### COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey and whilst the use continues, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.
6. The Plan of Survey shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

### FEES AND CHARGES

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

### LOT/STREET NUMBERING

8. The numbering of all approved lots shall remain as indicated on the Approved Plan (unless otherwise amended/approved by Council).
9. The developer is to make a request to Council for rural road numbering, within 30 business days of the new title being registered.

### INFRASTRUCTURE CHARGES

10. All infrastructure charges including those associated with Council's Water, Sewerage, Stormwater, Transport and Parks Networks are now levied under the *Planning Act 2016*. As required under Section 119 of the *Planning Act 2016*, a separate Infrastructure Charges Notice is attached.

#### **LANDSCAPING – MISCELLANEOUS**

11. All declared weeds and pests shall be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of the development works and any ensuing defects liability period.
12. Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land shall be retained where possible, and action taken to minimise disturbance during construction work.

#### **ENGINEERING WORKS**

13. Complete all work approved and work required by conditions of this development approval and/or any related approval at no cost to Council.
14. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, relevant Australian Standards, Codes of Practice, EDROC Regional Standards Manual and relevant Design Manuals.
15. Be responsible for any alteration necessary, to electricity, telephone stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage work required in connection with the development.

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

16. 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.
17. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

#### **STORMWATER MANAGEMENT**

18. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
19. 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).
20. 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.

#### **ON-SITE WATER SUPPLY**

21. Prior to the issue of a Building Approval for any future Dwelling, each lot must be provided with a potable water supply for the development.

#### **WATER SUPPLY - FIRE FIGHTING SUPPLY**

22. Prior to the issue of a Building Approval for any future Dwelling, each lot must be provided with a minimum fire fighting water supply of 5,000 litres. This is to be a

permanent supply of water for fire fighting purposes, separate from any potable water supply.

23. Any water tank for fire fighting supply must be provided with a supply outlet with a 50mm male camlock fitting for fire fighting connection.

#### **ON-SITE SEWAGE TREATMENT**

24. Prior to obtaining a Building Approval for any future Dwelling, each lot must be connected to an on-site effluent disposal system, in accordance with Schedule 1, Division 4: Standards for Sewerage Supply, Section 4.2; Standards for On-site Sewerage, AS1547 and the Queensland Plumbing and Waste Water Code.

#### **ELECTRICITY AND TELECOMMUNICATIONS**

25. Provide electricity and telecommunication services to any future Dwelling.

#### **ACCESS**

26. Ensure all existing vehicular property accesses are maintained in accordance with Council's Planning Scheme and the latest revision of Council's Standard Drawing R-004.

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

27. All work on or near roadways shall be adequately signed in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

28. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
29. 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.

#### **ADVISORY NOTES**

##### **NOTE 1 - Currency Period**

The standard currency for Reconfiguring a Lot (4 years after the approval starts to have effect) as stated in Section 85 of the Planning Act 2016 applies to this approval.

##### **NOTE 2 - Aboriginal Cultural Heritage**

It is advised that under Section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website [www.datsip.qld.gov.au](http://www.datsip.qld.gov.au)

##### **NOTE 3 - General Environmental Duty**

General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes,

light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

**NOTE 4 - General Safety of Public During Construction**

The Work Health and Safety Act 2011 and Manual of Uniform Traffic Control Devices must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

**NOTE 5 - Property Note (Audit of Conditions)**

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the work is completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

**NOTE 6 - Infrastructure Charges Notice**

An Infrastructure Charges Notice is attached.

**NOTE 7 - Appeal Rights**

*Planning Regulation 2016*

An applicant has the opportunity to appeal against Council's decision in accordance with the relevant Section of the Planning Act 2016, which states:

*"229 Appeals to Tribunal or Planning and Environment Court*

*(1) Schedule 1 states—*

*(a) matters that may be appealed to—*

*(i) either a tribunal or the P&E Court; or*

*(ii) only a tribunal; or*

*(iii) only the P&E Court; and*

*(b) the person—*

*(i) who may appeal a matter (the appellant); and*

*(ii) who is a respondent in an appeal of the matter; and*

*(iii) who is a co-respondent in an appeal of the matter; and*

*(iv) who may elect to be a co-respondent in an appeal of the matter.*

*(2) An appellant may start an appeal within the appeal period.*

*(3) The appeal period is—*

*(a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or*

*(b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or*

*(c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or*

- (d) *for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or*
- (e) *for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or*
- (f) *for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.*
- (4) *Each respondent and co-respondent for an appeal may be heard in the appeal.*
- (5) *If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.*
- (6) *To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—*
  - (a) *the adopted charge itself; or*
  - (b) *for a decision about an offset or refund—*
    - (i) *the establishment cost of trunk infrastructure identified in a LGIP; or*
    - (ii) *the cost of infrastructure decided using the method included in the local government's charges resolution."*

The **ORIGINAL MOTION** was **PUT** and **CARRIED (7 to 2)**

**For (7):** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne,  
Cr. K. A. Maguire, Cr. I. J. Rasmussen, Cr. M. J. James, and Cr. O. G. Moore

**Against (2):** Cr. P. T. Saxelby, and Cr. C. T. Tillman

## **11. DEPUTATION**

### **11.1 Deputation Anthea Green**

Anthea Green, President of the Warra Progress and Heritage Society Inc, addressed Council on making Warra a tourist friendly town. She advised the history of the town and that they would like to work with council on the upgrading and maintenance of the facilities.

### **11.2 Deputation Catherine Loader**

Catherine Loader addressed Council in relation to the new infrastructure that is being placed by Caliguel Lagoon. Mrs Loader is concerned that more traffic around the lagoon will have a negative impact on our eco-system.

### **11.3 Deputation Miranda Ronnfeldt**

Miranda Ronnfeldt addressed Council in relation to the upgrades that are in place to be done at Caliguel Lagoon. She requested that the road train access to their property not be blocked as it the only exit point for stock when it floods. Ms Ronnfeldt suggested that the Lagoon needs to be policed more often and Council should reconsider their plans for the Lagoon.

### **11.4 Deputation Roger Geldard**

Roger Geldard addressed Council in relation to his previous Deputation given in Tara on the 20 May. Mr Geldard thanked Council for maintaining the Rural rating of his property and is willing to work with Council to permanently resolve the issue.

## **COUNCIL RESOLUTION**

**Moved By** Cr. C. T. Tillman

**Seconded By** Cr. O. G. Moore

That Council resolve to adjourn the Meeting.

**CARRIED**

*The Meeting adjourned at 11:05am*

*The Meeting resumed at 11:22am*

## 12. EXECUTIVE SERVICES

### 12.1 Executive Services Chief Executive Officer Report June 2020

The purpose of this Report is to provide Council with the significant meetings, forums and delegations attended by the Chief Executive Officer during the month of June 2020.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. O. G. Moore

**Seconded By** Cr. P. T. Saxelby

That this Report be received and noted

**CARRIED**

### 12.2 Executive Services Report Local Government Association of Queensland Annual Conference 19-21 October 2020 Gold Coast October Ordinary Meeting of Council

The purpose of this Report is to seek Council's direction regarding the delegates from Western Downs Regional Council to be approved to attend the 124th Annual Conference of the Local Government Association of Queensland, to be held 19 to 21 October 2020, at the Gold Coast Convention and Exhibition Centre. Further, that the Ordinary Meeting of Council scheduled on 21 October be held on 28 October 2020 to allow Councillors to attend the LGAQ Conference.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. K. A. Maguire

**Seconded By** Cr. O. G. Moore

That this Report be received and that:

1. Council appoints two (2) Councillors (Cr. P.M. McVeigh and Cr. A.N. Smith) as delegates to attend the Annual Conference of the Local Government Association of Queensland, to be held 19 to 21 October 2020, at the Gold Coast Convention and Exhibition Centre; and
2. The Ordinary Meeting of Council scheduled on 21 October 2020 be held on 28 October 2020 at the Dalby Events Centre commencing at 9.30am.

**CARRIED**



### **12.3 Executive Services Report Outstanding Actions June 2020**

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 17 June 2020.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. I. J. Rasmussen

**Seconded By** Cr. M. J. James

That this Report be received and noted.

**CARRIED**

## **13. CORPORATE SERVICES**

### **13.1 Corporate Services Financial Report June 2020**

The purpose of this Report is to provide Council with the Financial Report for the period ending 30 June 2020. A final report will be provided to the September Council meeting once all accruals, prepayments and provisioning has been finalised for 2019-20. This will also include a report on business unit outcomes.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. I. J. Rasmussen

**Seconded By** Cr. A. N. Smith

That Council receives and notes the June 2020 Financial Report and resolves to approve \$1.144 million in capital expenditure and \$0.130 million in capital revenue being added to Council's capital works program.

**CARRIED**

### **13.2 Corporate Services Report Adoption Human Rights - Council Policy**

This report seeks Council's adoption of the Human Rights - Council Policy.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. K. A. Maguire

**Seconded By** Cr. C. T. Tillman

It is recommended that Council adopt the Human Rights - Council Policy as proposed.

**CARRIED**

**13.3 Corporate Services Report Annual Close Down Period Christmas New Year 2020/2021**

The purpose of this Report is to seek Council's approval of the proposed closure arrangements for the Christmas/New Year for 2020/2021 for Council Officers.

**COUNCIL RESOLUTION**

**Moved By** Cr. C. T. Tillman

**Seconded By** Cr. K. A. Maguire

This report be received and that the proposed closure arrangements for the annual close down period for 2020/2021 Christmas/New Year period be adopted as follows:

1. All Council Customer Service Centres including Libraries close from 5:00pm Wednesday, 23 December 2020 and reopen Monday, 4 January 2021 at 8:00am.
2. All field (Works Department) based staff will cease work at 3:00 pm on Friday, 18 December 2020 for a period of three (3) weeks returning on Monday, 11 January 2021.
3. Aged Care, Utilities and Parks and Open Space staff will continue to operate during this close down period. Any leave during this period will be approved by the relevant Supervisor/Coordinator.
4. On call arrangements for emergency works will be established.

**CARRIED**

**13.4 Corporate Services Report Proposed Lease Public Safety Business Agency Rural Fire Station Glenmorgan**

The purpose of the Report is to consider a request received from the Public Safety Business Agency (PSBA) for a lease over a parcel of three adjoining Council owned freehold properties in Glenmorgan to develop a rural fire station.

**COUNCIL RESOLUTION**

**Moved By** Cr. O. G. Moore

**Seconded By** Cr. P. T. Saxelby

That this Report be received and that Council:

1. Apply the exception contained in Section 236(1)(b)(i) of the *Local Government Regulation 2012* to the proposed lease;
2. Offer the PSBA a 20 year lease to develop a rural fire station over the land described as Lots 318, 319 and 320 on Crown Plan G8081 at the rate of \$1.00/year (plus GST); and
3. Delegate authority to the CEO to negotiate and sign all documents necessary to finalise the lease.

**CARRIED(8,1)**

**For (8):** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne, Cr. P. T. Saxelby, Cr. K. A. Maguire, Cr. I. J. Rasmussen, Cr. O. G. Moore, and Cr. C. T. Tillman

**Against (1):** Cr. M. J. James

**13.5 Corporate Services Report Permanent Road Closure Application Part Littleton's Lane Along Southern Boundary Lot 59 A342908 Bell**

To determine an application for the permanent road closure of part of Littleton's Lane, an unformed part of a road that runs along the southern boundary of Lot 59 Crown Plan A342908, Bell.

**COUNCIL RESOLUTION**

**Moved By** Cr. O. G. Moore

**Seconded By** Cr. A. N. Smith

That this Report be received, and that Council:

1. Advise the applicant and DNRME that Council objects to the permanent closure of the identified part of Littleton's Lane that runs along the southern boundary of Lot 59 on Crown Plan A342908, Bell.

**CARRIED**

## **14. INFRASTRUCTURE SERVICES**

### **14.1 Infrastructure Services Report Dalby Desalination Plant Stage 1 Membrane Performance**

The purpose of this Report is to inform Council of significant cost savings as a result of reverse osmosis membrane performance at the Dalby Desalination Plant Stage 1.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. C. T. Tillman

**Seconded By** Cr. P. T. Saxelby

That this Report be received and noted.

**CARRIED**

### **14.2 Infrastructure Services Report One Basin Co-operative Research Centre**

The purpose of this report is to provide Council information regarding the Murray Darling Basin and Councils potential involvement in the One Basin Co-operative Research Centre that is currently being proposed.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. K. A. Bourne

**Seconded By** Cr. O. G. Moore

That this report be received and that Council:

1. 1.offer in principle support to the One Basin CRC and provide \$50,000 per annum for up to ten (10) years subject to the One Basin CRC proposal being jointly funded by the Federal Government.
2. 2.authorised the Chief Executive Officer to enter into agreements with the One Basin CRC and to authorise in-kind support as required.

**CARRIED**

#### **14.3 Infrastructure Services Report Water Restriction Patrol Approved Inspection Program 2020-2021**

The purpose of this Report is to seek Council's approval to adopt four (4) individual Approved Inspection Programs for 2020-21 to ensure Council's Authorised Persons have the appropriate authorisation to monitor compliance of Council's Water Restriction Policy introduced under the provision of the *Water Supply (Safety and Reliability) Act 2008*.

#### **COUNCIL RESOLUTION**

**Moved By** Cr. P. T. Saxelby

**Seconded By** Cr. A. N. Smith

That this Report be received and that:

1. Council in accordance with section 134 of the Local Government Act 2009 approves four (4) systematic Approved Inspection Programs to monitor compliance and investigate breaches of the Water Supply (Safety and Reliability) Act 2008 and Water Restrictions - Council Policy;
2. The systematic Approved Inspection Programs will apply to all properties connected to a Western Downs Regional Council reticulated water supply; and
3. The programs commence on 1 July 2020, 1 October 2020, 1 January 2021 and 1 April 2021 and each program will be not more than three (3) months in duration.

**CARRIED**

**15. COMMUNITY AND LIVEABILITY**

**15.1 Community and Liveability Report COVID-19 Recovery Package Initiatives Update**

The purpose of this Report is to provide Council with an update on three of the initiatives forming part of the Covid-19 Recovery Package.

**COUNCIL RESOLUTION**

**Moved By** Cr. A. N. Smith

**Seconded By** Cr. C. T. Tillman

That this report be received and noted.

**CARRIED**

**15.2 Community and Liveability Report Proposed Motions for LGAQ Annual Conference**

The purpose of this report is to seek Council's endorsement of two motions to be presented for debate at the 2020 Local Government Association of Queensland (LGAQ) Conference.

**COUNCIL RESOLUTION**

**Moved By** Cr. K. A. Maguire

**Seconded By** Cr. A. N. Smith

That the report be received and that:

Council endorse the following two motions for presentation to the 2020 Local Government Association of Queensland Annual Conference, as listed and attached to this report:

1. Telecommunication - support roaming services between service mobile telecommunication providers
2. Waste Levy calculation arrangements for small landfill sites

**CARRIED**

**16. NOTICES OF MOTION**

**16.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS**

**16.2 RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING**

Cr Rasmussen advise his intent to move the following motion:

That a report be brought to the September meeting of Council regarding the full economic cost of operations of our cinemas across our region for the 2019-20 fiscal year.

**17. URGENT GENERAL BUSINESS**

**18. MEETING CLOSURE**

The Meeting concluded at 12:13pm

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting of Council held this 22 July 2020

Submitted to the Ordinary Meeting of Council held this Wednesday, 19 August 2020.

Signed:

Cr. P.M. McVeigh

MAYOR OF WESTERN DOWNS REGIONAL COUNCIL

**Title** **Adopt Special Meeting of Council ADOPT 2020-21 Budget Minutes 22 July 2020**

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**Date** 11 August 2020

**Responsible Manager** S.Peut, A/CHIEF EXECUTIVE OFFICER

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### **Summary**

The Purpose of this Report is for Council to adopt the Minutes of the Special Meeting of Council ADOPT 2020-21 Budget held on Wednesday, 22 July 2020.

### **Link to Corporate Plan**

Nil

### **Material Personal Interest/Conflict of Interest**

Nil

### **Officer's Recommendation**

That this Report be received and that:

1. The Unconfirmed Minutes of the Special Meeting of Council ADOPT 2020-21 Budget held on 22 July 2020, copies of which have been circulated to Members, be taken as read and confirmed.

### **Attachments**

1. Copy of Unconfirmed Minutes of the Special Meeting of Council ADOPT 2020-21 Budget held on Wednesday, 22 July 2020.

**Authored by:** A. Lyell, Executive Services Administration Officer





### **Special Meeting of Council Minutes**

**Date:** Wednesday, 22 July, 2020

**Time:** 12:30 pm

**Location:** Miles Leichhardt Centre  
29 Dawson Street  
Miles QLD 4415

**Voting Members:** Cr.P.M.McVeigh (Chairperson)

Cr.A.N.Smith

Cr.K.A.Bourne

Cr.P.T.Saxelby

Cr.K.A.Maguire

Cr.I.J.Rasmussen

Cr.M.J.James

Cr.O.G.Moore

Cr.C.T.Tillman

**Officers:** R.A.Musgrove, Chief Executive Officer

S.M.Peut, General Manager (Corporate Services)

G.K.Cook, General Manager (Infrastructure Services)

J.K.Taylor, General Manager (Community and Liveability)

E. Lambert

E. Kendall

J.Weier, Senior Executive Officer

A.G.Lyell, Executive Services Administration officer

**1. DECLARATION OF MEETING OPENING**

The Chairperson declared the Meeting open at 12:30pm

**2. APOLOGIES**

Nil.

**3. CONFIRMATION OF MINUTES**

**3.1 Adopt Minutes Special Meeting of Council DRAFT 2020-21 Budget 8 July 2020**

The Purpose of this Report is for Council to adopt the Minutes of the Special Meeting of Council DRAFT 2020-21 Budget held on Wednesday, 8 July 2020.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. O.G. Moore

**Seconded by:** Cr. A.N. Smith

That this Report be received and that:

1. The Unconfirmed Minutes of the Special Meeting of Council DRAFT 2020-21 Budget held on 8 July 2020, copies of which have been circulated to Members, be taken as read and confirmed.

**CARRIED**

**5. PRESENTATION OF MAYORAL BUDGET STATEMENT**

**5.1 Executive Services Report 2020-21 Mayoral Budget Statement**

The Purpose of this Report is to present the 2020-21 Mayoral Budget Statement.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. I.J. Rasmussen

**Seconded by:** Cr. M.J. James

That the 2020-21 Mayoral Budget Statement is received and noted.

**CARRIED**

**Attachment 1:** Mayoral Budget Statement

**6. CORPORATE SERVICES**

**6.1 Corporate Services Report Adoption 2020-21 Operational Plan**

The purpose of this Report is to seek Council's formal adoption of the 2020-21 Operational Plan.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Bourne

**Seconded by:** Cr. P.T. Saxelby

That this Report be received and that:

1. Council adopt the 2020-21 Operational Plan, as proposed.

**CARRIED**

**Attachment 2:** Operational Plan

## **6.2 Corporate Services Report Adoption of 2020-21 Budget - Council Policy**

The purpose of this report is to provide to Council for its consideration the proposed 2020-21 Budget - Council Policy and accompanying Financial Management Strategy.

### **COUNCIL RESOLUTION**

**MOVED by:** Cr. A.N. Smith

**Seconded by:** Cr. O.G. Moore

That this Report be received and that:

1. In accordance with *Section 104* of the *Local Government Act 2009*, Council resolves to adopt the 2020-21 Budget - Council Policy and accompanying Financial Management Strategy.

**CARRIED**

**Attachment 3:** Budget - Council Policy.

**Attachment 4:** Financial Management Strategy.

**6.3 Corporate Services Report Adoption 2020-21 Revenue Policy - Council Policy**

The purpose of this Report is to provide to Council, for its consideration, the 2020-21 Revenue Policy - Council Policy.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. I.J. Rasmussen

**Seconded by:** Cr. A.N. Smith

That this Report be received and that:

1. In accordance with section 169 (2) and Section 193 of the *Local Government Regulation 2012*, Council resolves to adopt the proposed 2020-21 Revenue Policy - Council Policy.

**CARRIED**

**Attachment 5:** 2020-21 Revenue Policy - Council Policy

#### **6.4 Corporate Services Report Adoption of Revenue Statement 2020-21**

The purpose of this Report is to provide to Council for its consideration the proposed 2020-21 Revenue Statement.

##### **COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Maguire

**Seconded by:** Cr. A.N. Smith

That this Report be received and that:

1. In accordance with Section 104 of the *Local Government Act 2009*, Council resolves to adopt the 2020-21 Revenue Statement as proposed.

**CARRIED**

**Attachment 6:** Western Downs Regional Council 2020-21 Revenue Statement.

**6.5 Corporate Services Report Adoption of Differential General Rates and Minimum General Rates 2020-21**

The purpose of this report is to provide to Council, for its consideration, the Differential General Rates and Minimum General Rates to apply in the 2020-21 Financial Year.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. A.N. Smith

**Seconded by:** Cr. I.J. Rasmussen

That this Report be received and that:

1. In accordance with Chapter 4 Part 1 of the *Local Government Act 2009* and Section 81 of the *Local Government Regulation 2012*, and pursuant to the 2020-21 Revenue Policy - Council Policy and 2020-21 Revenue Statement, Council resolves to adopt the proposed Differential General Rates and Minimum General Rates for 2020-21.

**CARRIED (8,1)**

**For:** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne, Cr. K. A. Maguire, Cr. I. J. Rasmussen, Cr. M. J. James and Cr. C. T. Tillman, Cr. O. G. Moore

**Against:** Cr. P. T. Saxelby

**Attachment 7:** Different General rate and Minimum General Rates for 2020-21.

**6.6 Corporate Services Report Adoption General Rate Capping 2020-21**

The purpose of this Report is to provide to Council, for its consideration, the proposed General Rate Cap for 2020-21.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. A.N. Smith

**Seconded by:** Cr. P.T. Saxelby

That this Report be received and that:

1. In accordance with Section 116 of the *Local Government Regulation 2012*, the 2020-21 Revenue Policy - Council Policy, the General Rate Capping - Council Policy and the 2020-21 Revenue Statement, Council resolve to adopt a General Rate Cap of 7.5%.

**CARRIED**

**Attachment 8:** General Rate Capping - Council Policy.



**6.7 Corporate Services Report Adoption of Special Charges for 2020-21**

The purpose of this Report is to provide to Council, for its consideration, the Special Rates and Charges for 2020-21.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. P.T. Saxelby

**Seconded by:** Cr. O.G. Moore

That this Report be received and that:

1. Council resolves to adopt the proposed 2020-21 Special Charges pursuant to the provisions of the 2020-21 Revenue Policy - Council Policy and 2020-21 Revenue Statement.

**CARRIED**

## **6.8 Corporate Services Report Adoption 2020-21 Utility Charges**

The purpose of this Report is to provide to Council, for its consideration, the proposed 2020-21 Utility Charges.

### **COUNCIL RESOLUTION**

**MOVED by:** Cr. O.G. Moore

**Seconded by:** Cr. I.J. Rasmussen

That this Report be received and that:

1. In accordance with Chapter 4 Part 1 *Local Government Act 2009* and the 2020-21 Revenue Policy - Council Policy and 2020-21 Revenue Statement, Council resolves to adopt the 2020-21 Utility Charges.

**CARRIED (8,1)**

**For:** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne, Cr. K. A. Maguire,  
Cr. I. J. Rasmussen, Cr. M. J. James and Cr. C. T. Tillman, Cr. O. G. Moore

**Against:** Cr. P. T. Saxelby

**Attachment 9:** 2020-21 Utility Chargers

## **6.9 Corporate Services Report Adoption Rates and Charges and Special Charges Concessions 2020-21**

The purpose of this Report is to provide to Council for its consideration the proposed Rates and Charges and Special Charges Concessions to apply for 2020-21.

### **COUNCIL RESOLUTION**

**MOVED by:** Cr. M.J. James

**Seconded by:** Cr. P.T. Saxelby

That this Report be received and that in accordance with the provisions of the Revenue – Council Policy 2020-21 and the Revenue Statement 2020-21, that Council resolves to adopt the granting of:

1. Council Pensioner Rate Concession
  2. A Council Pensioner Rate Concession of 20% (up to a maximum of \$200 per annum) of gross rates and charges (except for Special Rates and Charges, Separate Rates and Charges, Emergency Management Levy Charges, Water Consumption Charges, Charges on the Land and Miscellaneous Fees and Charges) be provided to eligible pensioners in accordance with the State Government Pensioner Rate Subsidy Scheme in 2020-21. This Concession is provided pursuant to Sections 120(1)(a), 121(a) and 122(1)(b); and
  3. A Council Pensioner Rate Concession of 20% (up to a maximum of \$200 per annum) be provided to occupants of independent living units at aged care facilities and retirement villages and who are also pensioners under Section 123(1) of the Local Government Regulation 2012. The concession will be provided to eligible pensioners where:
    - i. part of the rates or charges that the Council considers is attributable to the part of the land where pensioners have a right to exclusive occupancy (Section 123(2) of the *Local Government Regulation 2012*), and
    - (ii) the land owner agrees to pass the benefit of the rebate on to the pensioners.
1. Mining or Quarrying Special Charges Concession

Pursuant to Sections 120(1)(c), 121(a) and 122(1)(b) of the *Local Government Regulation 2012* (the *Regulation*), Council resolves to grant a concession to a ratepayer who is a member of a stated class of ratepayers, as follows:

**Stated class of ratepayers**

The concession is granted to a ratepayer levied a special charge for road maintenance and/or road resealing and/or road reconstruction where the activity occurring on the rateable land, where the activity is the reason for the levying of the special charge, is presently dormant. Those activities are either mining or quarrying.

**Type of concession**

The concession is by way of a rebate of the special charge for 2020-21 only.

**Conditions**

The concession is granted subject to the following conditions:

- a. The concession is granted only for the levied special charge in respect of the 2020-21 year.
- b. If the activity, that is the reason for the levying of the special charge, recommences during the course of 2020-21, this concession ceases and Council must levy the special charge for an amount calculated by subtracting from the 2020-21 special charge an amount equal to the number of days the mining or quarrying activities were not operating divided by the number of days in the year (365), multiplied by the 2020-21 special charge.

**CARRIED**

**6.10 Corporate Services Report Adoption Register of Cost Recovery Fees and Commercial Charges 2020-21**

The purpose of this Report is to provide to Council, for its consideration, the proposed Register of Cost Recovery Fees and Commercial Charges for 2020-21.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Maguire

**Seconded by:** Cr. P.T. Saxelby

That this Report be received, and that:

1. Council resolves to adopt the proposed 2020-21 Register of Cost Recovery Fees and Commercial Charges.

**CARRIED**

**Attachment 10:** Register of Cost Recovery Fees and Commercial Charges 2020-21

## 6.11 Corporate Services Report Adoption Procedures Levying Rates and Charges 2020-2021

The purpose of this Report is to provide to Council, for its consideration, the Procedures for the Levying of Rates and Charges 2020-21.

### COUNCIL RESOLUTION

**MOVED by:** Cr. C.T. Tillman

**Seconded by:** Cr. M.J. James

That this report be received and that:

1. in accordance with Chapter 4 Part 1 of the Local Government Act 2009, the provisions of the 2020-21 Revenue - Council Policy and 2020-21 Revenue Statement, Council resolves to adopt the procedures for Levying of Rates and Charges for 2020-21 on the following basis:

Description of Rates/Charges	Frequency	Basis
Differential General Rates	Half Yearly	50% of total for year
Special Charges	Half Yearly	50% of total for year
Separate Charges	Half Yearly	50% of total for year
Waste & Recycling Collection Charges	Half Yearly	50% of total for year
Environmental Waste Levy Charges	Half Yearly	50% of total for year
Water and Recycled Water Access Charges	Half Yearly	50% of total for year
Water and Recycled Water Volumetric Charges	Half Yearly	Based on Consumption
Water and Recycled Water Volumetric Charges (High Water Consumers as determined by Council)	No more than Bi-Monthly and no less than Half Yearly	Based on Consumption
Sewerage Charges	Half Yearly	50% of total for year

Description of Rates/Charges	Frequency	Basis
Gas - non-domestic connections	Monthly	Based on Gas Consumption and periodic access charges
Gas - domestic connections	Quarterly	Based on Gas Consumption and periodic access charges

**CARRIED**

**6.12 Corporate Services Report Adoption 2020-21 Rates and Charges Collection - Council Policy**

The purpose of this Report is to provide to Council, for its consideration, the 2020-21 Rates and Charges Collection – Council Policy.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Maguire

**Seconded by:** Cr. K.A. Bourne

That this Report be received and that:

1. Council resolves to adopt the 2020-21 Rates and Charges Collection - Council Policy, and
2. Pursuant to *Section 257* of the *Local Government Act 2009*, Council resolves to delegate to the Chief Executive Officer all powers detailed in the 2020-2021 Rates and Charges Collection - Council Policy, including the power under *Section 134* of the *Local Government Regulation 2012*, to recover rates and charges by bringing Court proceedings for a debt.

**CARRIED**

**Attachment 11:** 2020-21 Rates & Charges Collection - Council Policy



### 6.13 Corporate Services Report Adoption Discount for Prompt Payment Rates and Charges 2020-21

The purpose of this Report is to provide to Council, for its consideration, the Discount for Prompt Payment of Rates and Charges for 2020-21.

#### COUNCIL RESOLUTION

**MOVED by:** Cr. K.A. Bourne

**Seconded by:** Cr. C.T. Tillman

That this Report be received and that:

1. Council resolves to adopt, in accordance with Section 130 of the Local Government Regulation 2012 and the provisions of 2020-21 Revenue - Council Policy and 2020-21 Revenue Statement:

The proposed discounts as listed in the table below.

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates)	5%
Water Charges incl. Access and Water Consumption Charges	5%
Recycled Water Charges incl. Access and Water Consumption Charges	5%
Sewerage Charges	5%
Environmental Waste Levy	5%
Waste/Recycling/Cleansing/Garbage/Refuse Collection & Disposal Charges, Rural/Commercial/Industrial Waste Charge	5%

These discounts shall apply when all relevant rates and charges, including any arrears and interest, are paid in full by the due date and time, being close of business of Council offices, or its agents, on the discount date which will be a day no less than 30 days after the date of issue of the Rates/Utility Charge Notice.

## FORESHADOWED MOTION

Cr. O.G. Moore foreshadowed that if the Motion on the floor failed, he would move:

That this Report be received and that:

1. Council resolves to adopt, in accordance with Section 130 of the Local Government Regulation 2012 and the provisions of 2020-21 Revenue - Council Policy and 2020-21 Revenue Statement:

The proposed discounts as listed in the table below.

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates)	10%
Water Charges incl. Access and Water Consumption Charges	10%
Recycled Water Charges incl. Access and Water Consumption Charges	10%
Sewerage Charges	10%
Environmental Waste Levy	10%
Waste/Recycling/Cleansing/Garbage/Refuse Collection & Disposal Charges, Rural/Commercial/Industrial Waste Charge	10%

These discounts shall apply when all relevant rates and charges, including any arrears and interest, are paid in full by the due date and time, being close of business of Council offices, or its agents, on the discount date which will be a day no less than 30 days after the date of issue of the Rates/Utility Charge Notice.

The **ORIGINAL MOTION** was **PUT** and **CARRIED (8,1)**

**For:** Cr. P. M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne, Cr. K. A. Maguire, Cr. I. J. Rasmussen, Cr. M. J. James and Cr. C. T. Tillman, Cr. P. T. Saxelby

**Against:** Cr. O. G. Moore

**6.14 Corporate Services Report Adoption Interest Charges on Overdue Rates 2020-21**

The purpose of this Report is to provide to Council for its consideration, the rate of interest to be charged on Overdue Rates and Charges in 2020-21.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Maguire

**Seconded by:** Cr. A.N. Smith

That this Report be received and that Council adopts:

1. the application of interest at the maximum rate of 8.53% per annum to be applied from 1 July 2020, on all rates and charges which remain unpaid 30 days after the due date for payment. Interest is not applied to overdue gas accounts.
2. that interest will not apply to overdue general rates and charges for the rating period 1 January 2020 to 30 June 2020, until after 30 September 2020.

**CARRIED**

**6.15 Corporate Services Report Adoption National Competition Policy Compliance 2020-21**

The purpose of this Report is to provide to Council, for its consideration:

1. The following Policies:
  - The 2020-21 Code of Competitive Conduct - Council Policy to apply to Council's business activities; and
  - The 2020-21 Dividend Payment - Council Policy.
2. The 2020-21 Dividend Payments and 2020-21 Community Services Obligations.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. K.A. Maguire

**Seconded by:** Cr. C.T. Tillman

That this Report be received and that Council resolves:

(a) to adopt the proposed 2020-21 Code of Competitive Conduct - Council Policy.

(b) to adopt the payment of a Community Service Obligation Payment to the following businesses during 2020-21:

- (i) Water;
- (ii) Waste Management; and
- (iii) Washdown Bays.

(c) to adopt the 2020-21 Dividend Payment - Council Policy, as proposed, and

(d) to receive dividend payments from the following businesses during 2020-21:

- (i) Commercial Works;
- (ii) Gas;
- (iii) Sewerage;
- (iv) Quarry; and
- (v) Saleyards.

**CARRIED**

**Attachment 12:** 2020-21 Code of Competitive Conduct - Council Policy

**6.16 Corporate Services Report Adoption 2020-21 Debt - Council Policy**

The purpose of this Report is to seek Council's adoption of the 2020-21 Debt - Council Policy for the 2020-21 financial year and the subsequent 9 financial years.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. P.T. Saxelby

**Seconded by:** Cr. K.A. Bourne

That this Report be received and that:

1. In accordance with Section 192 of the Local Government Regulation 2012, Council resolves to adopt the 2020-21 Debt Policy.

**CARRIED**

**Attachment 13:** 2020-21 Debt - Council Policy

**6.17 Corporate Services Report Adoption of Estimated Position 30 June 2020 and Financial Analysis**

The purpose of this Report is to provide to Council, for its consideration, the Statements of Estimated Financial Position for the year ending 30 June 2020.

**COUNCIL RESOLUTION**

**MOVED by:** Cr. A.N. Smith

**Seconded by:** Cr. I.J. Rasmussen

That this Report be received and noted.

**CARRIED**

**Attachment 14:** Estimated Operating Position

**Attachment 15:** Estimated Statement of Financial Position

## **6.18 Corporate Services Report Adoption of 2020-21 Budget including the Long-Term Financial Plan**

The purpose of this Report is to:

- Adopt the 2020-21 Budget which has been prepared in accordance with the requirements of section 169 of the *Local Government Regulation 2012*;
- Adopt the 2020-21 Long Term Financial Plan which has been prepared in accordance with the requirements of sections 169 and 171 of the *Local Government Regulation 2012*, and
- Note the increase in total general rates and utility charges.

### **COUNCIL RESOLUTION**

**MOVED by:** Cr. I.J. Rasmussen

**Seconded by:** Cr. A.N. Smith

That this Report be received, and that in accordance with section 107A of the *Local Government Act 2009*:

1. Council resolves to adopt the 2020-21 Budget, prepared in accordance with the requirements of section 169 of the Local Government Regulation 2012; and
2. Council resolves to adopt the 2020-21 Long Term Financial Forecast, prepared in accordance with the requirements of Sections 169 and 171 of the Local Government Regulation 2012.
3. In accordance with section 169 (6) and (7), Council notes the Budgeted increase in total rates and charges compared to the Original and Revised Budget is 2.08%. This compares with the average general rates and charges increase of 2.50%.

**CARRIED**

### **2020-21 Budget**

**Attachment 16:** Comprehensive Income Statement 2020-21 to 2022-23

**Attachment 17:** Statement of Financial Position 30 June 2021 to 30 June 2023

**Attachment 18:** Statement of Cash Flows 2020-21 to 2022-23, and

**Attachment 19:** Statement of Changes in Equity 2020-21 to 2022-23.

**Attachment 20:** Capital Works Program (3 Years)

### **Long Term Financial Plan**

**Attachment 21:** 10 Year Comprehensive Income Statement

**Attachment 22:** 10 Year Statement of Financial Position

**Attachment 23:** 10 Year Statement of Cash Flows

**Attachment 24:** 10 Year Statement of Changes in Equity, and

**Attachment 25:** Key Financial Sustainability Ratios.

**7. MEETING CLOSURE**

The Meeting concluded at 1:23pm

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Special Meeting of Council held this 22 July 2020.

Signed:

Cr. P.M. McVeigh

MAYOR OF WESTERN DOWNS REGIONAL COUNCIL





## Mayoral Budget Statement 22 July 2020

Good morning everyone and welcome to the announcement of our 2020-21 Council Budget.

Preparing for today has been an experience like no other.

The world has faced challenges never seen before and our region is not immune to these challenges.

We are continuing to grapple with the effects of this ongoing health and economic crisis.

It's our duty to do what we can to help our community recover and emerge stronger than before - which is why our budget is focussed on community resilience and recovery.

A few short months ago we announced this Council's record investment – the \$50 million COVID-19 Recovery Package to secure and create jobs here and now, while promoting economic growth into the future.

This budget is underpinned by this massive investment, with a clear focus on providing certainty, stability and opportunity at a time when it's needed most.

Our continued focus on responsible, forward-thinking financial management has allowed us to deliver on this investment.

This includes accelerated infrastructure projects, fast-tracked major projects, business and community groups support programs, and fees and charges relief.

We've managed to offer this comprehensive package whilst remaining debt-free – thanks to our prudent planning for future challenges just like the one before us now.

Since 2015, WDRC has been able to increase its cash reserves, and at the same time stamp out our debt.

This is while continuing to deliver a very high standard of service to the community and offering many new and exciting initiatives too.

### **Affordability**

This is a challenging time for any Local Government, and Council has been focussed on ensuring our region remains an affordable place to live and work.

This budget includes a 2.5% general rates rise, which equates to about \$1.44 per household, per week. Our WDRC residential rates will remain lower than other similar Councils in southern Queensland.

By legislation, Council must set its general rates by applying a rate in the dollar to land valuations determined by the Department of Natural Resources, Mines and Energy.



With that in mind, the maximum general rate increase will be capped at 7.5% or 5% above the average general rates increase of 2.5%.

This responsible budget allows Council to deliver this massive Recovery Package while ensuring the same high standard of services remain and continue with responsible financial management into the future.

We are continuing to match the State Government's Rates Subsidy Scheme, offering qualifying pensioners a 20% rebate on rates and charges excluding water consumption – up to a maximum of \$200 per year.

In response to the unprecedented economic times, we have waived several fees and charges to support families and businesses including dog registrations, most building, plumbing and planning fees, and food licensing fees.

We've also waived infrastructure charges on targeted development approvals to drive economic growth and create new opportunities for jobs and investment both now and into the future.

This budget includes a price freeze on many other Council fees and charges – which means for example, a trip to the pool or hiring a Council-owned facility will cost no more than that of the previous year.

This year we are really excited to introduce a water tank rebate scheme which will boost community resilience and alleviate pressures on water supply by offering generous subsidies to residents installing new rainwater tanks on their properties.

This rebate will vary between \$500 and \$1,000 depending on the size of the tank purchased.

### **Active, Vibrant Communities**

Our region prides itself on its active, vibrant communities and Council is delivering a range of initiatives to strengthen our community ties across our Western Downs.

We're delivering two new grant programs to support our ever-important community groups through this challenging time, adding to our comprehensive Grants and Funding offerings.

\$22.3 million is being invested in our much-loved community facilities and delivering exciting and engaging community programs to build our cultural offerings.

It's critical we create local jobs right here and now.

That's why we're delivering our massive Accelerated Infrastructure Program to speed up a range of projects to improve our community.

This includes upgrading amenities such as halls, showgrounds, and cultural centres and upgrading a range of footpaths within the region.

It's important our communities are well-connected and we're also delivering a \$42.1 million program to undertake region-wide improvements to the Council road network.



## Parks and Open Spaces

Our outdoor spaces are extremely important to the liveability of our region, and that's why we've approved a record \$17.1 million parks and open spaces program this financial year.

This massive program has a range of enhancements to the community with some highlights including significant improvements to Thomas Jack Park in Dalby, the Tara Lagoon Parklands, and the Miles CBD streetscape.

We're also delivering a range of enhancements to our smaller suburban parks at Dulacca, Kogan, Meandarra and Warra.

The highly successful Adopt a Street Tree Program is also continuing with \$300,000 committed to this fabulous program.

Since its introduction in 2017, an amazing 4,673 trees have been planted across our Western Downs, making our region cleaner and greener and strengthening community pride.

## Economic Growth

I'm proud that we are a forward-thinking Council, committed to ensuring our region continues to prosper now, and into the future.

We're growing our region, making it an even better place for our community and future generations. We want to ensure our Western Downs remains a wonderful place to start a family, a career, and build a great life.

We're promoting the fantastic destinations in our region – and this budget is about investing in our fantastic natural spaces and creating a legacy for generations to come.

Our investment in 11 major projects stretching right across our Western Downs is about generating economic growth and adding to our diverse economy, underpinned by major industries.

## Conclusion

In conclusion, I would like to acknowledge the work of both Councillors and staff in preparing this budget for the Western Downs community.

This budget is about uniting our community and providing sustained certainty - and I am confident Council's continued responsible financial management will ensure our region will recover and emerge stronger than ever.

Thank you.



# 2021 20

## WESTERN DOWNS REGIONAL COUNCIL OPERATIONAL PLAN

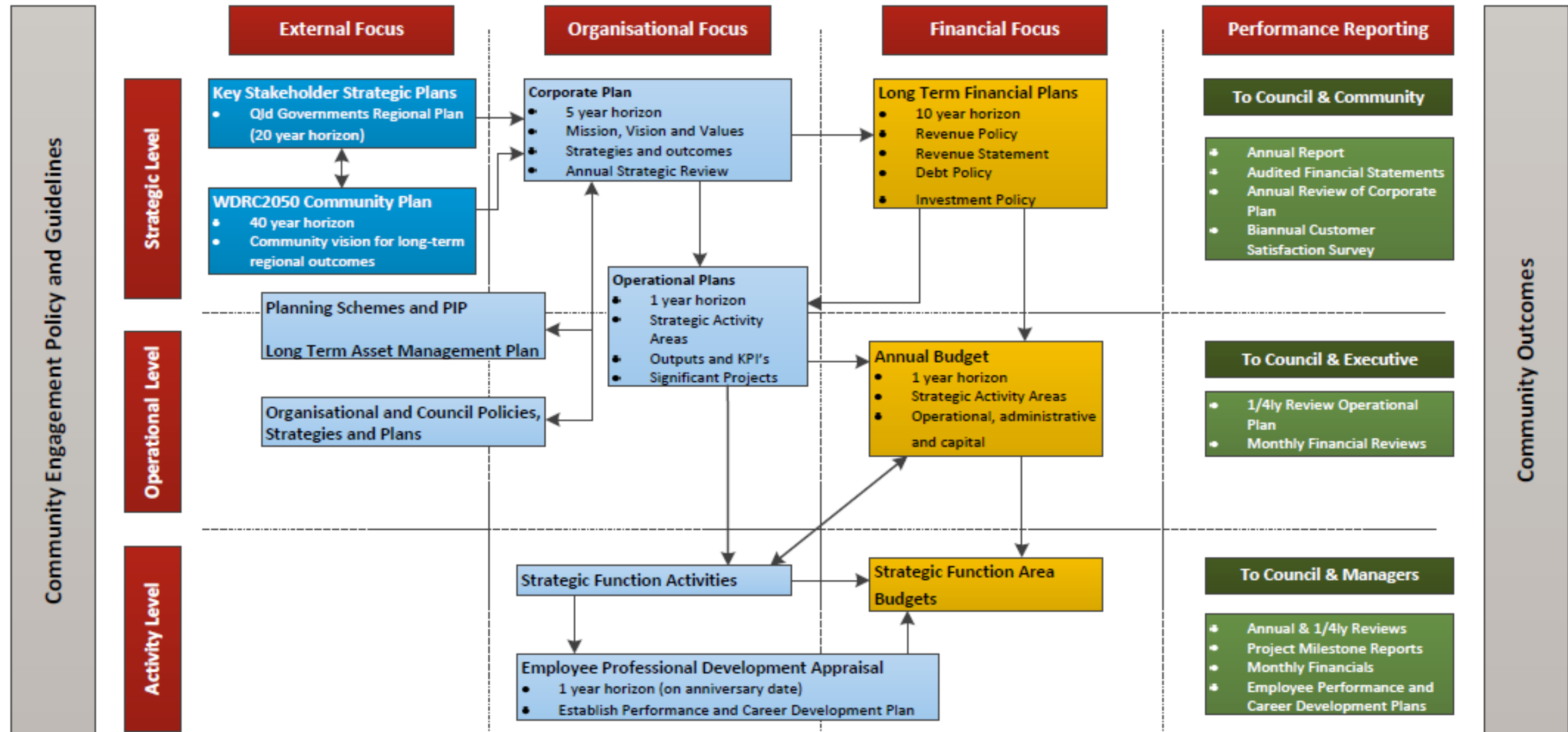
1 July 2020 to 30 June 2021

**TOGETHER WE MAKE A *REAL* DIFFERENCE**





## WDRC Strategic Planning and Performance Management Framework



### WDRC RISK APPETITE STATEMENT

Council has a high appetite for initiatives where there is a good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.

# OPERATIONAL PLAN 2020/2021

*The 2020/2021 Operational Plan is developed by the Management and Executive team of Western Downs Regional Council, in response to the commitments of Council's Corporate Plan 2017-2022*



## Our Mission

We are part of the community we serve, working together to provide valued leadership and services to a diverse region.

## Our Vision

An innovative team - connected locally, united regionally.

## We Advocate For

A long term domestic and industrial water supply for our region / A suite of regional health services providing our residents with 'Whole of Life' care / Regional educational facilities and first-class educational services / Community participation programs that engage and inspire our local youth / Modern and efficient telecommunication services that meet the needs of our region.

## Managing Operational Risk

The *Local Government Regulation 2012* (section 175) requires that the Operational Plan include a statement as to how Council will manage operational risks. The operational planning process includes management of Council's strategic and operational risks. Council's commitment to risk management is outlined in the Enterprise Risk Management Policy and Enterprise Risk Management Framework and is based on Standard AS/NZS ISO 31000:2009 Risk Management - Principles and Guidelines.

Western Downs Regional Council's adopted Risk Appetite Statement provides:-

*Council has a high appetite for initiatives where there is a good understanding of risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.*

## Commercial Business Units

An annual performance plan for each commercial business unit of the local government is required to be included (where applicable) in the Operational Plan. In assessing Council operations in line with the annual expenditure threshold limits for significant business activities prescribed within the Regulation, Council does not currently operate any commercial business units as defined within the legislation.

## Review and Reporting


Council's 2017-2022 Corporate Plan provides clear and concise strategic direction to guide operational activities. The Plan identifies four strategic priorities and outlines the success we are aspiring to achieve under each of these priority areas. Council's annual strategies for strengthening the capacity of its people to deliver on the objectives of the Corporate Plan are identified in the Operational Plan. The Operational Plan is reviewed, assessed and reported to Council on a quarterly basis. An annual review of the Corporate and Operational Plans is also presented to Council and the Community in the Annual Report.

*Council's strategies for strengthening the capacity of its people to deliver on the objectives of the Corporate Plan, followed by Management's Operational Plan Strategies, are reported herewith.*

# PEOPLE STRATEGIES

## OUR PEOPLE - TOGETHER WE MAKE A REAL DIFFERENCE

Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Measure of Success : - a measurable outcome as a direct result of this Action
Safety First	Improve capability of HSR, increase engagement and participation levels with stakeholders across the organisation	Chief Human Resource Officer	30.06.21	<p>A 'Safety Walk' initiative to include WHS, HSR and Management is implemented.</p> <p>HSRs attend at least one appropriate safety forum held locally.</p> <p>HSRs included in a least one hazard inspection every quarter.</p>
	Improve WHS incident reporting	Chief Human Resource Officer	30.06.21	<p>An incident reporting guide is developed and communicated to the organisation.</p> <p>The Incident Reporting Training program is delivered to 80% of staff.</p> <p>Hazard reporting is increased by 50% from previous year.</p>
	Continue to imbed a culture of safety first	Chief Human Resource Officer	30.06.21	<p>A new structure is developed in Council's electronic records management system (ECM) to store all safety management system (SMS) documents with appropriate control measures.</p> <p>Increased utilisation of 50% in the Safety section of Council's Intranet.</p> <p>Monthly toolbox information packs developed and made available to the organisation.</p> <p>All WHS team members to have attended at least one toolbox meeting each month.</p> <p>A behavioural safety program is developed and implemented.</p> <p>Decrease the Lost Time Injury Frequency Rates (LTIFR), duration rate and incident rate below the benchmark for Councils in Category D of the LGW Workcare scheme.</p>
	Ensure Council complies with statutory obligations, minimises its exposure to litigation, understands and manages its risk, undertakes targeted internal audits, and develops effective reporting frameworks	Chief Human Resource Officer	30.06.21	<p>100% of non-compliance issues are addressed within statutory timeframes.</p> <p>Building emergency procedures for all Council facilities are reviewed to ensure compliance with building fire safety regulations.</p> <p>The organisational training requirements are met.</p>
We are WDRC - Right People for the Right Job	Employees are engaged	Chief Human Resource Officer	30.06.21	<p>Unscheduled absenteeism rates are &lt; 8 days.</p>
	Continue to equip our Trainees, Apprentices, Cadets, Bursary and Work Experience participants with the skills, capabilities and self-awareness to contribute meaningfully to our community through their careers	Chief Human Resource Officer	30.06.21	<p>80% of trainees/apprentices are placed by the conclusion of their traineeship/apprenticeship.</p>
	Review and enhance attraction strategies	Chief Human Resource Officer	30.06.21	<p>Staff attrition rate is between 10% and 15%.</p>
Future Fit - Development and Leadership	Build on a sustainable continuous learning and development culture that improves engagement, individual capability and organisational performance	Chief Human Resource Officer	30.06.21	<p>Training satisfaction evaluation score is above 80%.</p> <p>95% of people confirmed enrolled on internal training courses attend.</p> <p>30% growth of enrolments for e-learning courses on the Learning Management System.</p>
	Embed a performance culture in which staff are empowered to act responsibly; be held accountable for their actions; and be recognised for performance excellence	Chief Human Resource Officer	30.06.21	<p>90% of staff have performance plans in place.</p>

OPERATIONAL PLAN STRATEGIES				
		STRONG ECONOMIC GROWTH		
Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Measure of Success : - a measurable outcome as a direct result of this Action
There is confidence in our strong and diverse economy.	Continue to improve our engagement with the development industry (including prospective developers) to improve planning and development schemes, processes and outcomes.	Manager Planning & Environment	31.03.21	A minimum of two forums held with developers and builders in the year to: - seek feedback on Planning Schemes and Council processes - discuss recent trends, issues and to improve communication.
	Our development assessment timeframes will continue to be our point of difference and amongst the best in the state.	Manager Planning & Environment	30.06.21	>90% of development applications are decided without an information request.  >90% of decisions are made within allocated timeframes.  Code assessable applications completed with decision notices issued in under 20 business days (compared to statutory timeframe of 70 business days).
	Improve access to Council's road network for heavy vehicle combinations to benefit the Region's businesses.	Manager Technical Services	30.06.21	There is a continued increase in the number of Pre-Approved roads across the region.
We're open for business and offer investment opportunities that are right for our region.	Identify and enable opportunities that facilitate new investment to the region.	Manager Economic Development	30.06.21	A minimum of 20 quality leads per annum are obtained to attract new investment to the region.  2 investment events are delivered through partnerships per annum.
	Identify and enable activities that facilitate the development of local business and the local business hubs including entrepreneurship, side hustles and start-ups.	Manager Economic Development	30.06.21	2 activities are completed, under the Partnership Agreements with regional chambers, that are designed to develop and strengthen local businesses.
	Health Services staff advocate for a suite of regional health services providing the community with 'whole of life care'; target State, Federal Government and private investment in Health Services in the Western Downs Region and promote regional interagency collaboration.	Manager Health Services	30.06.21	Identification of a minimum of 2 leads to attract investment in additional health services to the Western Downs Region.
We optimise our tourism opportunities, unique experiences and major events.	Our community events are well promoted.	Manager Communication & Marketing	30.06.21	Council's presence as a key source of information for grassroots and major events through digital media is increased by 10% (current average rate is approximately 3,000).
	Value-add to, and enable the growth and development of, tourist markets to increase visitor night stay in the region.	Manager Economic Development	30.06.21	Deliver a campaign to actively target business tourism and sports tourism regionally. Leverage existing events to extend visitor night stay in region.
	Value-add to and enable the growth and development of the region's Destination Events through strategic stakeholder engagement.	Manager Economic Development	30.06.21	Increased engagement and connection with Destination Events stakeholders. 10% increase in attendance at Council's recognised Destination Events measured by data collection from Event Committees and ticketing platforms.
Business and industry in our region live local and buy local.	Identify opportunities that attract and retain skilled workers and their families to our region's towns.	Manager Economic Development	30.06.21	2 activities are completed, under the Partnership Agreements with regional chambers, that are designed to promote 'live local and buy local'.
	Provide access to Council's road network for larger agricultural vehicles to benefit local businesses.	Manager Technical Services	31.12.20	Agricultural vehicles up to 9m in width can travel pre-approved across the region excluding in towns, subject to conditions.
	Commit, where possible, and within the value for money framework, to spending locally.	Chief Executive Officer	30.06.21	60% of Council's spend is with businesses within our region.
	Residential and community based health services buy local where possible; Recruit & attract staff to live local and support local communities.	Manager Health Services	30.06.21	The current ratio (7:3) of local to non-local suppliers is retained or increased.  More than 75% of vacant Health Services roles will be filled by candidates living locally or prepared to permanently relocate.
Our region is a recognised leader in energy, including clean, green renewable energies.	Promote the region as an energy transmission infrastructure hub.	Manager Economic Development	30.06.21	Attract one clean, green and renewable energy industry conference to be held in the Western Downs Region.





## ACTIVE VIBRANT COMMUNITIES

Success Driver	Actions undertaken toward meeting success drivers	Accountability	Expected Completion By:	Measure of Success : - a measurable outcome as a direct result of this Action
We are a region without boundaries, united in community pride.	In partnership with the community, deliver regional events designed to support reading, literacy and learning, foster digital participation; and encourage culture and creativity.	Manager Communities	30.06.21	Deliver a destination event aimed to attract families and the general public to Western Downs focused on reading, writing and the spoken word with the aim to gain 50% of the attendees from outside Western Downs.  Deliver a destination event, aimed at professional groups, such as a literacy conference to the region, with the goal to have attendees from more than 10 other local governments or similar community organisations.
	Actively seek opportunities to strengthen Council's reputation as a community advocate.	Manager Communication & Marketing	30.06.21	Increase in engagement on social media posts by 10%.
Our community members are the loudest advocates for what's great about our region.	Support Health Services clients to participate in their local communities and encourage the wider community to engage with the services / aged care facilities.	Manager Health Services	30.06.21	There is a 10% increase in local community individuals and/or group participation at health services/aged care facilities.  There is a 10% increase in participation by permanent and community based clients/residents at local community based events.
	Our community is engaged and supported through capacity building programs and initiatives.	Manager Communities	30.06.21	Engage the community in taking control of their own health futures by delivering a launch event to promote the Words for Wellbeing collection in Libraries. Measure of success will be attendee numbers, feedback forms and circulation statistics for the Wellbeing collection.  Deliver grant writing workshops and online help mechanisms to support the community to be effective and successful with their grant applications. Measure of success will be development of online resources and number of grant workshops held.
	There are a range of quality facilities available to the community for events and functions.	Manager Facilities	30.06.21	Rolling reviews of all Civic Centres are conducted to ensure they are well maintained, presentable and suitably furnished.  Develop a suite of marketing collateral for the Dalby Events Centre to increase community awareness and grow customer base.
Our social, cultural and sporting events are supported locally and achieve regional participation.	The Western Downs is recognised as a region that is culturally thriving and active.	Manager Communities	30.06.21	The "MyWesternDowns" Community and events portal is actively promoted by the Communities department to all Western Downs community organisations, and residents. The aim is to see an increase in visitation and use of the portal; and a 15% per year increase year-on-year of the events functionality by local community groups and residents.  The Communities webpage within the corporate website is redeveloped to be modern and easy to use, allowing the public access to all information related to communities.
	Robust planning and programming of our maintenance and open spaces projects to enhance our regions liveability and community pride through green space initiatives.	Manager Facilities	30.06.21	95% of trees planted through the Adopt a Street Tree Program on Council land are established successfully.  100% of Parks and Open Spaces capital projects are completed and 10 year capital initiative program managed and updated annually.
Our parks, open spaces, and community facilities are well utilised and connect people regionally.	Health Services staff acknowledge the contribution of volunteers that enhances the consumer experience and actively seek to welcome new volunteers to the services.	Manager Health Services	30.06.21	There is a 10% increase in Health Services volunteer numbers.
	Community partnerships encourage active volunteering and new ways of getting volunteers are investigated and implemented.	Manager Communities	30.06.21	Volunteerism is increased through: 1. Micro volunteering initiatives. 2. Volunteers Week will be celebrated to recognise active volunteers across the region. 3. Capacity building supported with community groups increase non-traditional volunteers.



## GREAT LIVEABILITY

Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Measure of Success : - a measurable outcome as a direct result of this Action
Our residents enjoy the convenience of modern infrastructure and quality essential services.	Deliver quality public WIFI in significant community places.	Chief Information Officer	30.06.21	There is >95% availability of public access WiFi during operating hours.
	We will actively seek opportunities to work with regional partners for the delivery of waste collection services.	Manager Planning & Environment	31.12.20	Discussions with neighbouring local government regarding collection services. Research options for possible shared collections and other waste services with neighbouring local governments.
	Raise Council's profile and capability to offer high-quality facilities and event spaces.	Manager Communication & Marketing	30.06.21	A marketing strategy using digital media and social media, is developed to promote Council facilities.
	Increase Council's reputation as an essential and accountable service provider in the community.	Manager Communication & Marketing	30.06.21	Council initiatives, programs and services promoted using social media by a minimum of one Facebook post per weekday.
	Western Downs Regional Council will deliver safe, inclusive, quality care and services throughout its Aged Care services.	Manager Health Services	30.06.21	Aged Care services will demonstrate ongoing compliance with the Aged Care Act and other relevant regulations evidenced by successful outcomes following external unannounced audits by the Aged Care Quality and Safety Commission and other regulators.
	We deliver high quality customer service outcomes that meet the expectations of our community.	Manager Customer Support & Governance	30.06.21	>80% of calls resolved on first point of contact.  <5% call abandonment rate.  10% reduction in unanswered phone calls compared to 19/20 across all Departments.  90% of Administrative Action Complaints handled within response/negotiated timeframes.  >80% of Customer Service Requests are resolved within response/negotiated timeframes.
	We ensure our buildings are safe and fit-for-use.	Manager Facilities	30.06.21	90% of planned maintenance activities are completed each year.
	Continue to make improvements and increase compliance of Council's Waste Facilities, including a focus on reducing the impact and costs associated with the State Government waste levy	Manager Planning & Environment	30.06.21	Contractors for supervised sites will achieve their contract KPI's
Valued recreational spaces, sporting and community facilities are provided regionally.	Deliver cemetery operations that are efficient and provide a range of options to meet the needs of our communities	Manager Facilities	30.06.21	<3 official complaints are received per year.
	Increase the cinema audience, return on investment and sustainability by building on our strengths and growing entrepreneurial opportunities.	Manager Facilities	30.06.21	There is an increase in the number of community fundraising movie premieres held at Western Downs Cinemas. Attendance is increased by 10% Content and screening times are reviewed to cater for the diversity of our communities.
A safe and well maintained road network connects our region.	An up to date 10 year capital works program is in place.	Senior Works Manager	31.03.21	The 10 year capital works program is developed and integrates within our asset management systems.
	Our transport asset capital program is delivered on time and on budget.	Manager Works - Construction	30.06.21	Transport capital program is >90% complete at end of financial year.  Transport capital program delivered within budget.
	Our transport assets are well maintained and our systems for maintenance are appropriate.	Manager Works - Maintenance	30.06.21	The trial Transport Asset Maintenance Management Plan (TAMMP) is implemented and reviewed annually to evaluate compliance and suitability.  Overdue safety defects as detailed in the trial TAMMP are reported to the Executive Team.
	The survey and design program to align with adopted capital works program to provide lead time for construction	Manager Technical Services	31.03.21	The survey and design program align with adopted capital works program to provide lead time for construction.
	Quarry material production is to be well planned and aligned with works programs.	Manager Technical Services	31.03.21	Quarry materials are available 8 weeks prior to material being scheduled for construction.
Our region remains an affordable place for families to live, work, prosper and play.	Delivery of responsible budgets based on long term financial forecasts to ensure fully informed decision making is conducted and the impacts on future financial years is understood.	Chief Financial Officer	30.06.21	No Debt is to be maintained, and cash surpluses of 9 months operating expenditure.
	Improve water supply systems to ensure residents have access to quality water supplies across the region.	Manager Utilities	30.06.21	Achieve >90% compliance with customer service standard average response time for water incidents (breaks & leaks) regionally.  Achieve <25 water main breaks/100km of water mains regionally.
	Improve wastewater processes to improve customer satisfaction and allow for better utilisation of effluent water.	Manager Utilities	30.06.21	Achieve >75% recycled water as a percentage of wastewater effluent used across the region. Achieve <40 sewer main breaks/100km of sewer main regionally.
We're recognised as one of the safest regions in Queensland.	Maintain a reliable CCTV network that enhances public safety in our major town centres.	Chief Information Officer	30.06.21	Maintenance inspections and cleaning is carried out at least once per year.  Work with the Police to action urgent footage requests within 24 hours.
	Our teams will continue to work with residents to improve the attitudes and behaviour of animal owners regarding the keeping of animals in our community.	Manager Planning & Environment	30.06.21	5% increase in numbers of animals rehoused under Pound Pets and desexing initiatives.  A customer survey (Voice of the Customer) achieves a high ranking result.
	Environmental Health programs focus on improving outcomes for our community's health, safety and amenity.	Manager Planning & Environment	30.06.21	100% of food premises are inspected at least once per annum, with a spot compliance program for higher risk premises.
	Continue to implement systems to improve road safety across the region through Traffic Advisory Committee (TAC)	Manager Technical Services	30.06.21	Traffic Advisory Committee (TAC) meets quarterly with agreed safety improvements actioned.



## FINANCIAL SUSTAINABILITY

Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Measure of Success : - a measurable outcome as a direct result of this Action
We are recognised as a financially intelligent and responsible Council.	Review and continuous improvement of enterprise risk management and business continuity management systems	Manager Customer Support & Governance	30.06.21	Quarterly review of enterprise and fraud risks. Quarterly reporting to Council on strategic risks. 100% of Risk Manager Statements completed each financial year.
	Provide leadership and guidance to build awareness of Corporate Performance Management.	Manager Customer Support & Governance	31.03.21	Annual Corporate Performance Management workshops held with each Division to review risk, business continuity planning and forward operational planning.
	Core Corporate Systems and Network available to ensure Council is able to deliver services.	Chief Information Officer	30.06.21	There is a >98% uptime for Corporate applications - Authority & ECM. Network availability is at >99%.
	Enable efficiencies via mobilisation and collaboration, through the provision and management of devices and connectivity.	Chief Information Officer	30.06.21	Faulty or damaged devices are replaced within 2 working days. Staff WiFi availability in main administration buildings is >98%.
	Financial Statements to be finalised in line with QAO expectations.	Chief Financial Officer	30.09.20	No audit qualifications and recommendations finalised in line with QAO and legislative timelines.
	Delivery of Budget.	Chief Financial Officer	30.06.21	2021-22 budget adopted by Council. Budget and Long Term Forecast meet financial sustainability ratios with deficiency in Asset sustainability Ratio noted.
	Operation of Budget.	Chief Financial Officer	30.06.21	Overall Revenue and Expenditure in line with budget, identify any material variations and report to management and Council monthly.
Our long term financial planning guides informed and accountable decision making.	Promote Council as a strong employer of choice in the Western Downs.	Manager Communication & Marketing	30.06.21	A 10% increase in engagement on social media for Council's recruitment positions using targeted marketing via Facebook and LinkedIn.
	Continue to increase capacity of in house legal team to handle a greater volume and complexity of matters.	General Counsel	30.06.21	15% reduction in legal spend on external legal services.
	Effectively manage property assets to maximise value to Council and the community.	General Counsel	30.06.21	100% of new leases and property transactions comply with standard work practices.
	Commence preparations for Corporate Plan 2022-2027.	Manager Customer Support & Governance	30.06.21	Project Brief detailing scope, methodology, timeframes and deliverables developed.
	Continually developing long term financial and asset management plans that ensure the services provided by Council are sustainable for the long term.	Chief Financial Officer	30.06.21	Capital works programmes exceeding value of \$100k are assessed using the Council "whole of Life" costing model.
Our value for money culture enables us to deliver our core functions sustainably.	Embed "Value for Money" as a core decision making consideration by staff.	Chief Financial Officer	30.09.20	Continuous improvement programmes in place to improve staff consideration of value for money in making procurement decisions.
	Measurement of current transport asset renewal and upgrade unit rates is completed to enable sound financial planning and management of Council's Transport Capital Works Program.	Manager Works - Construction	31.12.20	Unit rates of completed projects reviewed quarterly against established benchmarks and shared across Strategic Planning for inclusion into the 10 year capital works program.
	Council's transport infrastructure maintenance practices enable sound financial management of maintenance budgets and operating funds.	Manager Works - Maintenance	30.06.21	A program of maintenance works to allow efficiencies to be identified and actioned is developed and maintained.  Annual reseal programs reviewed against the 10 year capital works program to minimise maintenance expenditure ahead of planned reconstruction works.
	Council owned Health Services deliver financially responsible service models to our local communities.	Manager Health Services	30.06.21	An average ACFI Income is sustained of over \$120 / resident / day. Unspent funds in Community Home Care Packages are reduced by 10%.
	Provide a well controlled and safe gas network to the community.	Manager Utilities	30.06.21	Achieve <15% unaccounted for gas in the distribution networks.
Our agile and responsive business model enables us to align our capacity with service delivery.	Take a strategic approach to compliance matters, focusing on reducing development that are approved and not compliant, and dealing with both routine and reactive planning compliance activities.	Manager Planning & Environment	30.06.21	50% of the delinquent development approvals (issued since 2008, acted upon but not compliant) become compliant by 30 June 2021. The annual Compliance Audit programs are delivered on schedule.
	Continue to seek external funding opportunities that assist landholders and syndicates address priority pests emerging after drought. Annual action plans will be developed to guide how we target priority pests in specific areas.	Manager Planning & Environment	30.06.21	100% implementation of pest management action plans.
	Our fleet is utilised effectively and efficiently.	Senior Works Manager	31.12.20	Actual utilisation rates of fleet reviewed quarterly and target utilisation rates adjusted accordingly in line with industry benchmarks and actual WDRC utilisation rates.
	Right to Information and Information Privacy applications are managed and processed in accordance with legislative requirements.	Manager Customer Support & Governance	30.06.21	100% of Right to Information and Information Privacy applications processed within legislative timeframes.
	We align our service delivery behind a contemporary customer service strategy.	Manager Customer Support & Governance	30.06.21	A customer service strategy is developed with implementation goals identified.
Effective asset management ensures that we only own and maintain assets that are utilised.	Improve our asset management capabilities and planning to deliver quality, well maintained, fit-for-purpose facilities to the community.	Manager Facilities	30.06.21	100% of identified high priority buildings are condition assessed with maintenance and capital plans prepared.
	Our fleet remains agile and is reflective of business requirements.	Senior Works Manager	31.03.21	The fleet will be adjusted accordingly in conjunction with department consultation to align with operational requirements. Under utilised / non required assets will be disposed of.
	Asset Management Plan (AMP) - Develop AMP with Asset Managers to ensure continued focus on delivering fit for purpose levels of service to the community.	Manager Technical Services	30.06.21	Asset Management Plans approved and initiatives actioned as scheduled.

## 2020-21 Budget - Council Policy

<b>Effective Date</b>	22 July 2020
<b>Policy Owner</b>	Finance
<b>Link to Corporate Plan</b>	Financial Sustainability
<b>Review Date</b>	June 2021
<b>Related Legislation</b>	<ul style="list-style-type: none"> <li>Local Government Act 2009</li> <li>Local Government Regulation 2012</li> </ul>
<b>Related Documents</b>	<ul style="list-style-type: none"> <li>Investment Policy</li> <li>Revenue Policy</li> <li>Debt Policy</li> <li>Revenue Statement, and</li> <li>Financial Management Strategy</li> </ul>

<b>Policy Version</b>	<b>Approval Date</b>	<b>Adopted/Approved</b>
1	19/06/2019	Special Meeting of Council Adopt 2019/20 - 19 June 2019

This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. **A hard copy of this electronic document is uncontrolled.**

## 1. PURPOSE

The purpose of this policy is to provide a framework for developing Council's budget and addressing amendments to Council's budget which may be required throughout the year and establishes guidelines and procedures for handling these amendments.

## 2. POLICY

### 2.1. Background

Council provides a large range of services to the community. It is important that guidelines are established to develop the budget and ensure required amendments to the budget are made in a timely manner and that they are consistent with Council's Financial Management Strategy.

### 2.2. Budget

The following principles shall apply when preparing the annual budget for approval:

The budget shall comply with sections

- Chapter 5, Part 2, Division 3 Annual Budget (sections 169 to 173) of the Local Government Regulation 2012 in which
  - Section 169 defines the content of the budget
  - Section 170 (1) states the budget must be adopted between 31 May and 1 August each year and that Council can resolve to amend at any time during the year. Section 94a states that in response to COVID-19 the Local Government Act 2009 has been amended to incorporate the Emergency Response Amendment Bill. The addition of section 94A provides Council with the temporary power to decide its rates and charges at a meeting other than the budget meeting by way of "extraordinary decision" and amend the budget. This amendment has a limited life with the provision concluding on the 30 June 2021.
  - Section 171 which requires the long-term financial forecast to be at least 10 years
  - Section 172 sets out the requirements of the Revenue Statement, and
  - Section 173 which is the process for unauthorised spending including expenditure before the budget is approved.
- Section 81 (2) and (3) of the Local Government Regulation 2103 which requires the local government to make a resolution at its Budget Meeting The resolution must state:
  - (a) the rating categories of rateable land in the local government area, and
  - (b) a description of each of the rating categories.
- Section 94 of the Local Government Regulation 2012 whereby the local government must resolve to levy special rates or charges.





The budget shall, to the extent possible, meet Council's financial sustainability targets/benchmarks in the budget year and for the remaining 9 years of the long term financial forecast. The financial sustainability indicators are provided in the following table.

Ratio	Definition	Legislative Target	Council Target
Operating Surplus Ratio	Operating Surplus divided by Operating Revenues	Greater than 0%	1.0%
Net Financial Liabilities Ratio	(Total Financial liabilities less Current Assets) divided by Total Operating Revenue	Less than 60%	Less than 40%.
Asset Sustainability Ratio	Annual cash expenditure on the replacement of assets divided by annual depreciation expense	At least 90%	At least 90%. If not 90%, an increase in cash, which is at least the difference between the 90% target and the actual Asset Sustainability Ratio.
Council Controlled Revenue Ratio	Revenue that Council has control over divided by total operating revenues		Greater than 60%.
Remaining Useful Life of Assets Ratio	Property, plant and equipment/ annual depreciation		Between 30 and 40 years.
Cash and Liquid Investments Ratio	Cash and investments divided by the average monthly spend on operating expenditure including depreciation		Greater than 4 months at 31 December and 30 June each year.

The Financial Management Strategy is attached.

### 2.3. Budget Revisions

The following principles shall be applied when performing budget reviews:

- Items/projects that potentially have a material impact (either positive or negative) on Council's operating position together with projects proposed or existing projects where the approved budget is likely to be exceeded should form the Mid-Year Budget Review. The overall intention of the Mid-Year Budget Review is to assess the impact on Council's operating position and on its finances of these items/projects.
- Where an item/project that has a financial implication is raised/discussed at a Council meeting with a view to either proceed or not proceed with the item/project, a report must be presented so that Council can assess the budget implications prior to approving the item/project.
- In undertaking any revisions to the approved budget, management and councillors will have regard to Council's Financial Management Strategy (attached).
- The budget provided for a project is for that specific project only.

### 2.4. Amendments to the Budget



Budget amendments may be required during the year. The process for handling various types of amendments is as follows:

Type of Amendment	Process
Operational Budget adjustments which affect Council's overall operating position	<p>Council to approve the budget adjustment.</p> <p>If material, as deemed by the Chief Financial Officer, Council must approve the adjustments prior to making budget adjustments. This may also include the requirement for a councilor information session.</p> <p>If not material, the adjustment is to be included in a monthly finance report seeking approval.</p>
Operational Budget adjustments which do not affect Council's overall position (Contra adjustments)	<ul style="list-style-type: none"> <li>• Within the same Department- delegated to Department Manager.</li> <li>• Within the same Division- delegated to Division General Manager.</li> <li>• Across Divisions- delegated to affected division's General Manager and to be also approved by the Chief Finance Officer.</li> </ul>
Capital Budget adjustments - Increase in scope of an approved capital project	<p>Delegated to the CEO and reported in a subsequent financial report to Council.</p> <p>Prior to approving the adjustment, the CEO must consider the importance and sensitivity of the project to councillors and the community. Where doubt exists, the adjustment should be approved by Council prior to the scope increase being approved.</p>
Capital Budget adjustments - New capital project	<p>Delegated to the CEO and reported in a subsequent financial report to Council unless it is considered material or of a significant nature. Prior to approving a project, the CEO must consider the importance and sensitivity of the project to councillors and the community. Where doubt exists, the project should be approved by Council prior to the project commencing.</p> <p>The report is to include whole of life costings if the capital project is New or Upgrade and greater than \$100,000.</p>
Capital Budget adjustments- which do not affect Council's overall capital budget (Contra adjustments)	<ul style="list-style-type: none"> <li>• Within the same Department or Division - delegated to the Division's General Manager.</li> <li>• Across Divisions- delegated to affected division General Managers with further approval by the Chief Financial Officer .</li> </ul> <p>Please note, prior to approving these adjustments, General Managers must consider</p>

Type of Amendment	Process
	<p>the importance and sensitivity of the projects to councilors and the community. Where doubt exists, the amendments should first be approved by Council.</p> <p>These adjustments will be subsequently reported in a Financial Report for Council.</p>

## ATTACHMENTS

- FINANCIAL MANAGEMENT STRATEGY

## RELATED LEGISLATION:

### Local Government Act 2009

### Local Government Regulation 2012

#### 81 Categorisation of land for differential general rates

(1) Before a local government levies differential general rates, it must decide the different categories (each a **rating category**) of rateable land in the local government area.

(2) The local government must, by resolution, make the decision at the local government's budget meeting.

(3) The resolution must state—

- the rating categories of rateable land in the local government area; and
- a description of each of the rating categories.

#### 94 Levying special rates or charges

(1) This section applies if a local government decides to levy special rates or charges.

*Note—*

See the Act, section 92(3) (Types of rates and charges), definition *special rates and charges*.

(2) The local government's resolution to levy special rates or charges must identify—

- the rateable land to which the special rates or charges apply; and
- the overall plan for the service, facility or activity to which the special rates or charges apply.

#### 169 Preparation and content of budget

(1) A local government's budget for each financial year must—

- be prepared on an accrual basis; and
- include statements of the following for the financial year for which it is prepared and the next 2 financial years—
  - financial position;
  - cash flow;
  - income and expenditure;
  - changes in equity.

(2) The budget must also include—

- a long-term financial forecast; and
- a revenue statement; and
- a revenue policy.





- (3) The statement of income and expenditure must state each of the following—
- (a) rates and utility charges excluding discounts and rebates;
  - (b) contributions from developers;
  - (c) fees and charges;
  - (d) interest;
  - (e) grants and subsidies;
  - (f) depreciation;
  - (g) finance costs;
  - (h) net result;
  - (i) the estimated costs of—
    - (i) the local government's significant business activities carried on using a full cost pricing basis; and
    - (ii) the activities of the local government's commercial business units; and
    - (iii) the local government's significant business activities.
- (4) The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years.
- (5) The **relevant measures of financial sustainability** are the following measures as described in the financial management (sustainability) guideline—
- (a) asset sustainability ratio;
  - (b) net financial liabilities ratio;
  - (c) operating surplus ratio.
- (6) The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.
- (7) For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.
- (8) The budget must be consistent with the following documents of the local government—
- (a) its 5-year corporate plan;
  - (b) its annual operational plan.
- (9) In this section—  
**financial management (sustainability) guideline** means the document called 'Financial Management (Sustainability) Guideline 2011', made by the department and dated March 2011.

## 170 Adoption and amendment of budget

- (1) A local government must adopt its budget for a financial year—
- (a) after 31 May in the year before the financial year; but
  - (b) before—
    - (i) 1 August in the financial year; or
    - (ii) a later day decided by the Minister.
- (2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.
- (3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.
- (4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—
- (a) section 169;
  - (b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.



*Note—*  
A local government may only decide the rates and charges to be levied for a financial year at the budget meeting for the financial year. See the Act, section 94(2).



# Financial Management Strategy

<b>Effective Date</b>	22 July 2020
<b>Policy Owner</b>	Finance
<b>Link to Corporate Plan</b>	Financial Sustainability
<b>Review Date</b>	June 2021
<b>Related Legislation</b>	<i>Section 104 (1) of the Local Government Act 2009 and section 169 (5) of the Local Government Regulation 2012</i>
<b>Related Documents</b>	2020-21 Revenue Statement, 2020-21 Budget and 2020-21 10-year Financial Forecast

<b>Policy Version</b>	<b>Approval Date</b>	<b>Adopted/Approved</b>
1	19/06/2017	Special Meeting of Council Adopt 2017/2018 Budget - 19 June 2017
2	20/06/2018	Special Meeting of Council Adopt 2018/2019 Budget - 20 June 2018
3	19/06/2020	Special Meeting of Council Adopt 2019/20 Budget - 19 June 2019

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## 1. PURPOSE

The objective is to provide a financial management framework upon which Council's Budget and Long-Term Financial Plan is developed.

## 2. SCOPE

Section 104(1) of the Local Government Act 2009 states that to '*ensure it is financially sustainable, a local government must establish a system of financial management*'. Section 104(2) of the Local Government Act 2009 states '*a local government is financially sustainable if the local government is able to maintain its financial capital and infrastructure capital over the long term*'.

Section 169(5) of the Local Government Regulation 2012 defines the following as the relevant measures of financial sustainability.

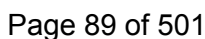
Relevant Sustainability Measure(s)	Objective of Measures	
Infrastructure capital	Asset Sustainability Ratio	Identification of a local government's existing asset base consumption and renewals levels. In conjunction with the Operating Surplus Ratio and the net Financial Liabilities Ratio, it provides a measure of the capacity of the local government to fund the level of investment needed over the long-term.
Financial capital	Operating Surplus Ratio	Identification of a local government's financial capacity and ability to fund ongoing operations over the long-term.
	Net Financial Liabilities Ratio	

The Department of Local Government, Racing and Multicultural Affairs has issued the 2013 Guideline to Financial Management (Sustainability). This Guideline explains the concept of sustainability and also provides guidance for calculating the relevant financial sustainability measures specified in Section 169(5) of the Local Government Regulation 2012.

The Auditor-General's 11 October 2016 report to Parliament titled '*Forecasting long-term sustainability of local government*' recommended that local governments broaden the number of ratios required to be calculated over 10 years to include the Asset Renewal Funding ratio, once local governments have improved their asset condition data. The report also indicated that local governments should make more extensive use of ratios rather than rely on those required by legislation.

As a consequence, Council enhanced the ratios it uses to report on Financial Sustainability. The Ratios added are:





- Maintaining capital is a priority when making financial investments.
- Where the activity/business is considered non-core, carefully considering whether it is a benefit to have Council deliver it.

**Key Financial Ratios:**

Ratio	Definition	Legislative Target	Council Target
Operating Surplus Ratio	Operating Surplus divided by Operating Revenues	Greater than 0%	1.0%
Net Financial Liabilities Ratio	(Total Financial liabilities less Current Assets) divided by Total Operating Revenue	Less than 60%	Less than 40%.
Asset Sustainability Ratio	Annual cash expenditure on the replacement of assets divided by annual depreciation expense	At least 90%	At least 90%. If not 90%, an increase in cash, which is at least the difference between the 90% target and the actual Asset Sustainability Ratio.
Council Controlled Revenue Ratio	Revenue that Council has control over divided by total operating revenues		Greater than 60%.
Remaining Useful Life of Assets Ratio	Property, plant and equipment/ annual depreciation		Between 30 and 40 years.
Cash and Liquid Investments Ratio	Cash and investments divided by the average monthly spend on operating expenditure including depreciation		Greater than 4 months at 31 December and 30 June each year.

# 2020-21 Revenue Policy - Council Policy

<b>Effective Date</b>	Ordinary Meeting of Council
<b>Policy Owner</b>	Finance
<b>Link to Corporate Plan</b>	Financial Sustainability
<b>Review Date</b>	June 2021
<b>Related Legislation</b>	<i>Local Government Act 2009 - Section 104(5)(a)(iv) and (c), and Section 104(6) Local Government Regulation 2012 - Section 193</i>
<b>Related Documents</b>	Nil

<b>Policy Version</b>	<b>Approval Date</b>	<b>Adopted/Approved</b>
1	13/06/2016	Special Meeting of Council Adopt 2016/2017 Budget - 13 June 2016
2	19/06/2017	Special Meeting of Council Adopt 2017/2018 Budget - 19 June 2017

This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. **A hard copy of this electronic document is uncontrolled.**

## 1. PURPOSE

The purpose of this Revenue Policy is to:

(a) set out the principles used by Council for:

- levying rates and charges
- granting concessions for rates and charges
- recovering overdue rates and charges
- implementing a cost recovery fees regime for the imposition of fines, parking fees, environmental health fines, assessment of development applications etc
- levying and recovering infrastructure charges, and
- implementing commercial fees for activities that Council may undertake which are not core services of Council.

(b) state the purpose for concessions that Council intends to grant; and

(c) state the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

## 2. SCOPE

Section 104(5)(c)(iii) of the *Local Government Act 2009*, requires Council to have a system of financial management that includes a revenue policy. The *Local Government Regulation 2012* requires Council to review its revenue policy annually in sufficient time to allow it to adopt for the next financial year an annual budget that is consistent with the policy. The revenue policy is a component of the Council's financial plan and is intended to be a strategic document. Its adoption, in advance of setting the budget, allows Council to set out the principles that it will use to set its budget and to identify in broad terms the general strategy it will use for raising its revenue.

## 3. POLICY

### 3.1. Levying rates and charges

#### Setting rates and charges

Council will endeavour to:

- apply a *user-pays* approach in determining its rates and charges
- distribute equitably the financial burden of the imposts, and
- to the extent possible, minimise the impact of rating and charging on the efficiency of the local economy.

Council will also have regard to the principles of:

- **transparency** through clearly articulating the bases and criteria for setting the rates and charges
- **efficiency** by implementing a rating regime that is straightforward and inexpensive to administer





- **equity** by endeavouring to ensure the consistent application of lawful rating and charging principles, without bias. In this regard the system will take into account all relevant considerations, and disregard irrelevancies including perceived personal wealth of individual ratepayers or ratepayer classes; and
- **flexibility** through taking account of and where possible being responsive to changes in the local economy, extraordinary circumstances that may prevail at a point in time and the impact that different industries may have on the Region's infrastructure.

### Levying rates and charges

In levying rates and charges, Council will apply the principles of:

- **clarity** by making it clear what is Council's and each ratepayer's responsibility under the rating system
- **efficiency** by ensuring the levying and recovery system is straightforward and inexpensive to administer
- **regularity** by timing rates and charges levies to assist with the smooth running of the local economy and to minimise the impact on individual ratepayers, and
- **fairness** by providing flexible payment arrangements for ratepayers with a diminished capacity to pay.

### **3.2. Concessions for rates and charges**

In considering the application of concessions, Council will be guided by the principles of:

- **fairness** by endeavouring to accommodate the different levels of capacity to pay within the local community
- **consistency** by treating all ratepayers with similar circumstances in the same manner
- **transparency** by clearly articulating the qualification criteria for concessions, and
- **flexibility** by endeavouring, where possible, to be responsive to the impacts of local economic issues.

The predominant purpose for which Council grants concessions is to assist pensioners (whose modest incomes limit their capacity to pay), and to assist community organisations (which provide significant services to the community) meet their obligations to pay Council's rates and charges.

### **3.3. Recovery of overdue rates and charges**

Council will exercise its rate recovery powers to help minimise the burden on ratepayers, in which respect it will be guided by the principles of:

- **transparency** by clearly articulating the obligations of ratepayers and the processes Council adopts in assisting them to meet their financial obligations
- **efficiency** by ensuring its processes for recovering outstanding rates and charges are clear, simple to administer, and cost-effective
- **consistency** by according similar treatment to ratepayers with similar economic circumstances, and
- **flexibility** by endeavouring, where possible, to be responsive to the impacts of changes in the local economy.

### **3.4. Cost recovery fees**

Section 97 of the *Local Government Act 2009* allows Council to set cost recovery fees.



Council recognises the equity of applying the user-pays principle to setting its fees and charges regime. In applying this principle, Council will ensure that the fees and charges applied are not inconsistent with Council's social, economic and environmental goals. This approach recognises that ratepayers, through their payment of rates and charges, should not be expected to subsidise the provision of other services that Council may provide including those as a regulator.

However, in setting each cost recovery fee, Council will ensure that the fee does not exceed the cost to Council of taking the action for which the fee is charged as required under Section 97 of the *Local Government Act 2009*.

### 3.5. Funding of physical and social infrastructure

Council requires developers to contribute to the cost of infrastructure required to support their developments, so as to minimize the cost that the body of general ratepayers must bear for the provision of that infrastructure.

Within the constraints that statute imposes, the determination of charges is based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Region, it may be necessary to bring forward infrastructure projects. Where this occurs, Council expects developers to meet, again within the statutory constraints, sufficient cost portions:

- to ensure that the availability of facilities to the general community is not adversely affected, and
- to ensure as far as possible that existing ratepayers are not burdened with the cost of providing this additional infrastructure.

Specific charges are detailed in Council's adopted infrastructure charges resolution and other material supporting Council's town planning schemes.

The *statutory constraints* reference is to the caps placed upon the contributions Council may require from developers, imposed by Section 112 of the *Planning Act 2016* and Section 52 and Schedule 16 of the *Planning Regulation 2017*.

### 3.6. Commercial fees and other charges

Section 262(3)(c) of the *Local Government Act 2009* empowers Council to charge for a service or facility it supplies other than a service or facility for which a cost recovery fee may be fixed.

Council will impose a commercial fee where it provides commercial services or facilities to parties that can choose to avail themselves of the service or facility. These would include the use of halls, entrance fees to swimming pools, purchases of gravel from the quarry, purchases of plots at the cemeteries, provision of aged care services, sale of cattle through the saleyards, the use of the truck wash down facilities, purchases of gas through Council's gas network etc.

The nature, level, and standard of the service is considered by Council in setting the commercial fee. Council may move away from setting a commercial fee if it believes a community service obligation needs to be provided and/or there is a need to provide equitable access regardless of economic and social circumstance.

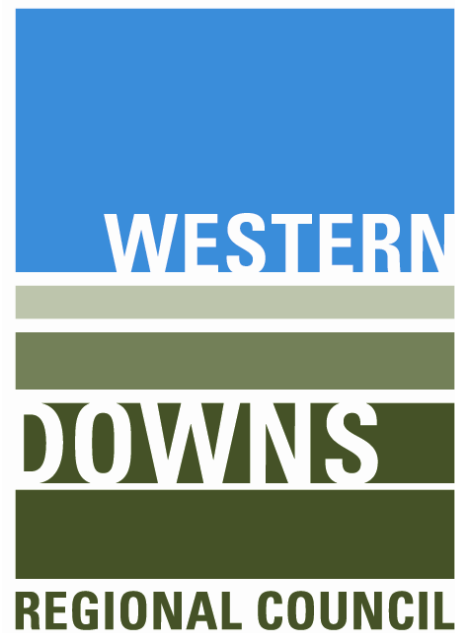
A commercial fee must be considered where Council provides the service in competition with the private sector.

#### RELATED LEGISLATION:

*Local Government Act 2009* - Section 104(5)(a)(iv) and (c), Section 104(6), Section 97 and Section 262(3)(c)

*Local Government Regulation 2012* - Section 193

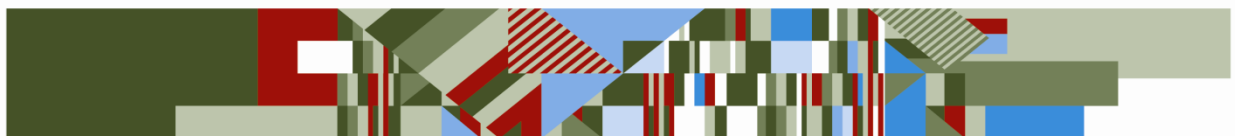




# 2020-21 Revenue Statement

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To be Adopted by Council at its Budget Meeting on 22 July 2020



# Western Downs Regional Council - 2020-21 Revenue Statement

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# Western Downs Regional Council - 2020-21 Revenue Statement

## INTRODUCTION

Western Downs Regional Council governs an area of 38,039 km<sup>2</sup>, with a population of approximately 34,500 and approximately 20,700 rateable properties. The major towns in the region include Dalby, Chinchilla, Miles, Tara, Wandoan, and Jandowae. In addition, Council provides services to a significant number of smaller towns, villages, and localities throughout the region.

Council is responsible for the State's largest local road network (7,600 kilometres) and provides a wide range of services to residents and businesses throughout the region. These include, not only the traditional local government services of water, waste, sewerage, parks, libraries, swimming pools and roads, but also aged care, saleyards, aerodromes, cinemas, a gas network, and truck wash down facilities.

The region has a diverse economic base including:

- cultivation
- grazing
- piggeries and feedlots
- mining
- forestry
- retail
- energy
- education
- healthcare including aged care, and
- industries that support the agricultural and resources sector including cotton gins, seed businesses, metal fabricators, foundries, water storage manufacturers and other service providers.

In recent years, the region has seen significant development and private investment in resource sector activities as well as in the electricity generating industries including gas and coal fired power stations. Australia's largest windfarm continues being constructed and is expected to be completed in late-2020. This is underpinned by the heavy-duty electricity transmission infrastructure, including the "interstate connect", which connects Queensland to the other eastern states to the one network including South Australia and Tasmania.

In 2018-19, the Gross Regional Product was \$4.73 billion or a decrease of -0.22% since 2017-18.

Council has made significant investment in critical regional infrastructure including sewerage treatment, water treatment, roads, and waste facilities. This investment provides the region with structural advantages on the basis that the critical infrastructure that has been developed allows for growth and further diversification of the region's economy.

Council is committed to investing in community infrastructure to improve its parks and gardens, swimming pools, footpaths and walkways and the surrounds of its waterways.

The region's major towns are at the crossroads of some of the nation's major highways. With a new and simpler planning scheme that fast tracks approvals for development applications and with the completion of the 2nd Range Crossing in September 2019, the region is well placed to benefit from the likely increases in activity that will take place west of the Great Dividing Range.

### LEGISLATIVE REQUIREMENTS FOR REVENUE STATEMENT

Under Section 104(5)(a)(iv) of the *Local Government Act 2009*, a local government must complete an annual budget including a revenue statement.

Section 172 of the *Local Government Regulation 2012* outlines the requirements of the *Revenue Statement*.

#### **172 Revenue Statement**

(1) *The revenue statement for a local government must state -*

(a) *if the local government levies differential general rates -*

# Western Downs Regional Council - 2020-21 Revenue Statement

- (i) *the rating categories for rateable land in the local government area; and*
    - (ii) *a description of each rating category; and*
  - (b) *if the local government levies special rates or charges for a joint government activity - a summary of the terms of the joint government activity; and*
  - (c) *if the local government fixes a cost-recovery fee - the criteria used to decide the amount of the cost-recovery fee; and*
  - (d) *if the local government conducts a business activity on a commercial basis - the criteria used to decide the amount of the charges for the activity's goods and services.*
- (2) *Also, the revenue statement for a financial year must include the following information for the financial year -*
- (a) *an outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of -*
    - (i) *the rates and charges to be levied in the financial year; and*
    - (ii) *the concessions for rates and charges to be granted in the financial year;*
  - (b) *whether the local government has made a resolution limiting an increase of rates and charges.*

## COVID-19 TEMPORARY REGULATION POWER

In response to COVID-19 the *Local Government Act 2009* has been amended to incorporate the Emergency Response Amendment Bill. The addition of Section 94A provides Council with the temporary power to decide its rates and charges at a meeting other than the budget meeting by way of "extraordinary decision" and amend the budget.

This amendment has a limited life with the provision concluding on the 30 June 2021.

## REVENUE RAISING MEASURES

Council has a revenue budget of \$172.5 million for the 2020-21 financial year. This figure includes operating revenue of \$151.1 million and capital revenue of \$21.4 million. Operating revenue comprises:

- general rates and charges net of discounts and pensioner concessions (61.38% of operating revenue)
- fees and charges with respect to development applications, registration of pets, parking, saleyard fees and resident aged care etc (3.68% of operating revenue)
- Commonwealth funding for aged health care, financial assistance grants, and roads funding (14.19% of operating revenue)
- funding for the delivery of commercial works (7.99% of operating revenue)
- sales of gravel from Council's quarry and gravel pits (5.66% of operating revenue)
- interest on deposits held at financial institutions (1.07% of operating revenue), and
- other miscellaneous income including rents and recovery of costs (6.03% of operating revenue).

# Western Downs Regional Council - 2020-21 Revenue Statement

Council's budgeted capital revenue of \$18.9 million includes capital grants from either the Commonwealth or the State. These funds are used to purchase or construct capital goods and contributions to assets.

Council's estimated revenue for the forthcoming year is set at a level that:

- considers the community need for the services, the standard of service required and the cost of providing the service to the standard required.
- considers the current economic climate and the affordability of the services to the community, and
- ensures Council's operations are financially sustainable both in the short and long-term.

The State Valuer-General decided that there would be no valuation review undertaken and therefore 2020-21 will be the same as 2019-20 valuations. The Valuer-General uses site values for non-rural land while rural land valuations are based on unimproved values in accordance with Division 3 of the *Land Valuation Act 2010*. Council's general rates for 2020-21, for the entire Council area, are allocated on the valuations issued in 2019-20 which took effect from 1 July 2019.

## **Differential General Rates**

Differential general rates are levied to contribute towards meeting the cost of:

- providing local government and other services approved by Council other than utility services including sewerage, water supply, and refuse collection and disposal, for which specific utility charges are levied, and
- meeting any shortfalls in the funding of utility services.

Council has in place a differential general rating framework, which determines rating categories based on different types of land use and different levels of service provision. The rationale for the differing categories is to recognise:

- the levels of demand upon Council's services generated by characteristics associated with different classes of land, and
- the levels and quality of local government facilities and services that different categories of land and their occupiers enjoy.

In developing the various rating categories, it is recognised that ratepayers within urban areas are closer to a wide range of services than rural ratepayers. However, services to rural ratepayers may come at an increased cost due to the lack of scale particularly with respect to Council's rural road network.

Small rural land is a category of land which is less than 100 hectares, and which is near urban areas. Because of these factors, the use of this land places a higher demand on Council's urban services.

Council categorises residential and rural land by reference to locality and land area.

All other lands in the region are categorised by reference to several other factors, including:

- use(s) whether dominant or otherwise
- location
- availability of services
- consumption of services, and
- area.

# Western Downs Regional Council - 2020-21 Revenue Statement

For 2020-21, Council will calculate the rates for land by using the rateable value of the land from 2019-20 in accordance with Section 74 of the *Local Government Regulation 2012*.

Council will consider the following in setting the level of rates:

- (a) movements in the CPI and other relevant indices from the preceding year
- (b) adverse seasonal/economic conditions
- (c) changes in valuation relativities within the region, and
- (d) the need to maintain a revenue base to enable Council to:
  - i. continue a program of asset maintenance and renewal
  - ii. provide the services necessary in accordance with Council's Corporate Plan, and
  - iii. fund the purchase/construction of new assets.

Rates levied will correlate directly with property details and Council's Adopted Budget.

## **Limits on Differential General Rates levied**

Pursuant to Section 116 of the *Local Government Regulation 2012*, Council may resolve to limit the increase in general rate or charges.

In 2019-20, Council implemented a 6.25% general rate cap on general rates pursuant to Section 116 of the *Local Government Regulation 2012*. The general rate to be levied for 2020-21 on all assessments will be no more than the general rate levied on the land in 2019-20 increased by 7.50%. The general rate cap will not apply if there has been:

- a change of category and/or
- the land area has changed.

Council will not implement the averaging of valuations in 2020-21 to limit the impact of unfavourable land value movements on the differential general rates charge. Council has the capacity to implement averaging under Sections 74 to 76 of the *Local Government Regulation 2012*.

## **Definitions**

In this Revenue Statement and the categorisation and description table that follows, the following definitions apply:

### **Coal Mine**

Land that is used or is capable of being used:

- (a) as a coal mine the subject of a coal mining lease issued pursuant to the *Mineral Resources Act 1989*
- (b) for purposes ancillary to or associated with a coal mine such as, for example, strata covering airspace, washing down, stockpiling, haulage, loading, buffer zone (dust and noise) and water storage, or
- (c) in conjunction with other land that is the subject of a coal mining lease issued pursuant to the *Mineral Resources Act 1989*, as part of an Integrated Coal Mining Operation.

### **Concentrated Brines and Crystallised Salts Storage/Disposal**

Land that:



# Western Downs Regional Council - 2020-21 Revenue Statement

- (a) is used to store and/or dispose of concentrated brines and/or crystallised salts being saline waste from the extraction/production of coal seam gas, or
- (b) is used to store and/or dispose of concentrated brines and/or crystallised salts or is associated with brine and salt management and/or a regulated waste programme.

## Environmentally Relevant Activity

An environmentally relevant activity under the *Environmental Protection Act 1994*.

## Integrated Coal Mining Operation

Land contained in more than one rateable assessment, including strata covering airspace, which land/strata was used or is used homogeneously for coal mining or purposes ancillary or associated with coal mining. This includes but is not limited to washing down, stockpiling, haulage, loading, buffer zone (dust and noise), water storage and rehabilitation.

## Intended Use

Reference to the intended use (or use intended) for rateable land is a reference to use:

- (a) that is as-of-right for the land under the relevant planning scheme
- (b) for which a development approval exists
- (c) for which an application for development approval has been made but not finally determined, or
- (d) when the owner or occupier of the land has informed Council of, or has stated, publicly, their intention to conduct activities upon the land.

## Locality

A collection of rateable properties primarily contained within the boundaries of a locality defined by the Department of Natural Resources, Mines and Energy in accordance with the Committee for Geographical Names in Australasia (CGNA) guidelines which have been set to achieve a uniform approach to place-naming across Australia.

## Minimum Differential General Rate

The minimum general rate levied upon the rateable land in a differential rating category recognises that there is a base level of Council services applicable to that land.

## Mining Lease

A mining lease under the *Mineral Resources Act 1989*.

## Petroleum Lease

A petroleum lease under the *Petroleum Act 1923* or *Petroleum and Gas (Production and Safety) Act 2004*.

## Shopping Centre

A retail shopping centre, as defined in the *Retail Shop Leases Act 1994*, is one that incorporates or provides on-site parking facilities for its patrons. (Refer to endnote for statutory definition)

## Solar Farm

Land which is used for:

- (a) converting sunlight to electric current via a collection of photovoltaic solar panels located upon the land, and
- (b) connected to the mains power grid, and

# Western Downs Regional Council - 2020-21 Revenue Statement

(c) including any purpose ancillary to or associated with (a) or (b).

## Use

Reference to the 'use' of land in terms of the rating category descriptions, includes use of the land by any party, irrespective of whether:

(a) that use is carried out, controlled, authorised, or otherwise permitted by the landowner; or

(b) the landowner derives any income or benefit from that use of the land.

## Wind Farm

Land used in whole or in part to produce electricity by means of one (1) or a cluster of wind turbines that drive electrical generators.

## Workforce Accommodation

A facility used primarily for the short-term accommodation of persons, other than tourists and holidaymakers, who are employed or work in, or in association with, construction, resources and mining activities, commonly known as a "workers camp", "single persons' quarters", "work camp", "accommodation village" or "barracks".

## Symbols

MVA - Mega Volt Amp

MW - Megawatt at peak capacity

ha - Hectare

m<sup>2</sup> - Square metres

kL - Kilolitre/s

SCU - Standard Cattle Unit

SPU - Standard Pig Unit

t - Tonne per annum

> - Exceeding

=> - Equal to or exceeding

=< - Equal to or not exceeding

< - Not exceeding

## Endnote:

At 1 July 2020, by *Retail Shop Leases Act*, Section 5D:

### **8      *Meaning of retail shopping centre***

(1)      ***A retail shopping centre is a cluster of premises having all of the following attributes -***

(a)      *5 or more of the premises are used wholly or predominantly for carrying on retail businesses;*

(b)      *all the premises -*

(i)      *are owned by the 1 person; or*

(ii)      *have the 1 lessor or head lessor, or, if the premises were leased, would have the 1 lessor or head lessor; or*

(iii)      *comprise lots within a single community titles scheme under the *Body Corporate and Community Management Act 1997*.*

(c)      *all the premises are located in -*

(i)      *1 building; or*

(ii)      *2 or more buildings if -*

# Western Downs Regional Council - 2020-21 Revenue Statement

- (A) *the buildings are adjoining; or*
- (B) *if the premises are owned by the 1 person - the buildings are separated by common areas or other areas owned by the owner or a road; or*
- (C) *if the premises are not owned by the 1 person - the buildings are separated by common areas or a road;*
- (d) *the cluster of premises is promoted, or generally regarded, as constituting a shopping centre, shopping mall, shopping court or shopping arcade.*

## **Differential General Rate Categories and Descriptions**

The differential rating categories and descriptions applying for the 2020-21 financial year are provided in the table below.

For avoidance of doubt, Council delegates to the Chief Executive Officer (CEO) the power (contained in Section 81(4) and (5) of the *Local Government Regulation 2012*) to identify the rating category to which each parcel of rateable land belongs.

<b>Rate Code 1 - Residential</b>	
<b>Category</b>	<b>Description</b>
30 Residential – Locality of Dalby	Land in the Locality of Dalby: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
31 Residential – Locality of Chinchilla	Land in the Locality of Chinchilla: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
32 Residential – Locality of Miles	Land in the Locality of Miles: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
33 Residential – Locality of Wandoan	Land in the Locality of Wandoan: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
34 Residential – Locality of Jandowae	Land in the Locality of Jandowae: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
35 Residential – Locality of Tara	Land in the Locality of Tara: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
36 Residential – Other Locality	Land located elsewhere in the region: (a) smaller than 1 ha in area; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
50 Large Residential – Locality of Dalby	Land in the Locality of Dalby: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
51 Large Residential – Locality of Chinchilla	Land in the Locality of Chinchilla: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
52 Large Residential – Locality of Miles	Land in the Locality of Miles: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.

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Rate Code 1 - Residential	
Category	Description
53 Large Residential – Locality of Wandoan	Land in the Locality of Wandoan: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
54 Large Residential – Locality of Jandowae	Land in the Locality of Jandowae: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
55 Large Residential – Locality of Tara	Land in the Locality of Tara: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
56 Large Residential – Other Locality	Land located elsewhere in the region: (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
70 Multi Residential – Locality of Dalby	Land in the Locality of Dalby developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
71 Multi Residential – Locality of Chinchilla	Land in the Locality of Chinchilla developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation
72 Multi Residential – Locality of Miles	Land in the Locality of Miles developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
73 Multi Residential – Locality of Wandoan	Land in the Locality of Wandoan developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
74 Multi Residential – Locality of Jandowae	Land in the Locality of Jandowae developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
75 Multi Residential – Locality of Tara	Land in the Locality of Tara developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
76 Multi Residential – Other Locality	Land located elsewhere in the region developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
80 Vacant Other – Locality of Dalby	Vacant non-rural land, in the Locality of Dalby, which is not otherwise categorised.
81 Vacant Other – Locality of Chinchilla	Vacant non-rural land, in the Locality of Chinchilla, which is not otherwise categorised.
82 Vacant Other – Locality of Miles	Vacant non-rural land, in the Locality of Miles, which is not otherwise categorised.
83 Vacant Other – Locality of Wandoan	Vacant non-rural land, in the Locality of Wandoan, which is not otherwise categorised.
84 Vacant Other – Locality of Jandowae	Vacant non-rural land, in the Locality of Jandowae, which is not otherwise categorised.
85 Vacant Other – Locality of Tara	Vacant non-rural land, in the Locality of Tara, which is not otherwise categorised.
86 Vacant Other – Other Locality	Vacant non-rural land, elsewhere in the region, which is not otherwise categorised.
91 Rural Residential – Locality of Dalby - Colkerri Estate	Land in the Locality of Dalby, within the Colkerri Estate as identified on Appendix A in the Revenue Statement, and (a) not smaller than 1 ha in area and not larger than 100 ha; and (b) used or intended for use as a residential dwelling other than Workforce Accommodation.
92 Rural Residential Multi – Locality of Dalby - Colkerri Estate	Land in the Locality of Dalby, within the Colkerri Estate as identified on Appendix A in the Revenue Statement, and developed for use as multiple residential dwellings (for example: flats, a guesthouse, home units) but not Workforce Accommodation.
94 Vacant Rural Residential - Locality of Dalby - Colkerri Estate	Vacant rural residential land, in the Locality of Dalby, within the Colkerri Estate as identified on Appendix A in the Revenue Statement other than land included in Category 1/91.

# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 2 - Commercial and Industrial	
Category	Description
11 Special Purposes – Locality of Dalby	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Dalby.
13 Special Purposes - Locality of Chinchilla	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Chinchilla.
16 Special Purposes - Locality of Miles	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Miles.
17 Special Purposes - Locality of Wandoan	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Wandoan.
18 Special Purposes - Locality of Jandowae	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Jandowae.
19 Special Purposes - Locality of Tara	Land developed for sporting, religious, educational, or other similar public purposes, in the Locality of Tara.
20 Special Purposes – Other Locality	Land developed for sporting, religious, educational, or other similar public purposes, elsewhere in the region.
21 Industrial, Transport and/or Storage – Locality of Dalby	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Dalby.
23 Industrial, Transport and/or Storage – Locality of Chinchilla	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Chinchilla.
25 Industrial, Transport and/or Storage – Other Locality	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, elsewhere in the region.
27 Industrial, Transport and/or Storage – Locality of Miles	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Miles.
28 Industrial, Transport and/or Storage – Locality of Wandoan	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Wandoan.
29 Industrial, Transport and/or Storage – Locality of Jandowae	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Jandowae.
30 Industrial, Transport and/or Storage – Locality of Tara	Land used or intended for use, in whole or in part, for industrial, transport and/or storage purposes, in the Locality of Tara.
31 Warehouses and/or Bulk Stores – Locality of Dalby	Land used or intended for use, in whole or in part, for warehouses and/or bulk stores, in the Locality of Dalby, and which has an area of 1 ha or greater.
32 Warehouses and/or Bulk Stores – Other Locality	Land used or intended for use, in whole or in part, for warehouses and/or bulk stores elsewhere in the region, and which has an area of 1 ha or greater.
33 Cotton Gins	Land used or intended for use, in whole or in part, for cotton processing or any associated uses (for example, cotton gins and associated waste storage/ processing).
34 Ethanol Plant	Land used or intended for use, in whole or in part, for an ethanol plant or any associated uses.
35 Transmission/Substation Sites - less than 1 MVA	Land used or intended for use, in whole or in part, as a transmission/substation site with a transformer output capacity not more than 1 MVA.
36 Sawmills	Land used or intended for use, in whole or in part, as a timber sawmill or any associated uses (for example, sawmills and associated waste storage/ processing).

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Rate Code 2 - Commercial and Industrial	
Category	Description
37 Noxious Industrial	Land used or intended for use, in whole or in part, for the purpose of conducting a noxious/offensive industry or any associated uses. (For example, waste disposal/storage, tannery, abattoir Concentrated Brines and Crystallised Salts Storage/Disposal).
38 Minor Transmission/Substation Site - 1 MVA to less than 10 MVA	Land used or intended for use, in whole or in part, as a transmission/substation with a transformer output capacity not lower than 1 MVA but lower than 10 MVA.
39 Major Transmission/Substation Site - at least 10 MVA	Land used or intended for use, in whole or in part, as a transmission/substation with a transformer output capacity not less than 10 MVA.
41 Extractive Industry - less than 5,000t	Land used or intended for use, in whole or in part, for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth (other than mining authorised by a Mining Lease) classified under Schedule 4, Part 2 of the <i>Environmental Protection Regulation 2008</i> for production lower than 5,000t.
42 Extractive Industry - 5,000t to 100,000t	Land used or intended for use, in whole or in part, for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth (other than mining authorised by a Mining Lease) classified under Schedule 4, Part 2 of the <i>Environmental Protection Regulation 2008</i> for production not lower than 5,000t but not exceeding 100,000t.
43 Extractive Industry - greater than 100,000t	Land used or intended for use, in whole or in part, for the purpose of conducting an industry which may involve dredging, excavating, quarrying, sluicing or other mode of winning materials from the earth (other than mining authorised by a Mining Lease) classified under Schedule 4, Part 2 of the <i>Environmental Protection Regulation 2008</i> for production exceeding 100,000t.
44 Wind Farm - output capacity of at least 1 MW to less than 20 MW	Land used in whole or in part as a Wind Farm capable of producing at least one (1) MW, but no more than 20 MW in any one hour.
45 Wind Farm - output capacity of at least 20 MW to less than 50 MW	Land used in whole or in part as a Wind Farm capable of producing at least 20 MW, but no more than 50 MW in any one hour.
46 Wind Farm - output capacity of at least 50 MW to less than 100 MW	Land used in whole or in part as a Wind Farm capable of producing at least 50 MW, but no more than 100 MW in any one hour.
47 Wind Farm - output capacity of at least 100 MW to less than 150 MW	Land used in whole or in part as a Wind Farm capable of producing at least 100 MW, but no more than 150 MW in any one hour.
48 Wind Farm - output capacity of at least 150 MW to less than 200 MW	Land used in whole or in part as a Wind Farm capable of producing at least 150 MW, but no more than 200 MW in any one hour.
49 Wind Farm - output capacity of at least 200 MW	Land used in whole or in part as a Wind Farm capable of producing at least 200 MW in any one hour.
50 Solar Farm - output capacity of at least 1MW to less than 50MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 1MW but lower than 50MW in any one hour.
51 Solar Farm - output capacity of at least 50MW to less than 100MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 50MW but lower than 100MW in any one hour.

## Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 2 - Commercial and Industrial	
Category	Description
52 Solar Farm - output capacity of at least 100MW to less than 200MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 100MW but lower than 200MW in any one hour.
53 Solar Farm - output capacity of at least 200MW to less than 300MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 200MW but lower than 300MW in any one hour.
54 Solar Farm - output capacity of at least 300mw to less than 400MW	Land whole or in part as a Solar Farm with a combined capacity at least equal to 300MW but lower than 400MW in any one hour.
55 Solar Farm - output capacity of at least 400mw to less than 500MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 400MW but lower than 500MW in any one hour.
56 Solar Farm - output capacity of at least 500MW to less than 700MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 500MW but lower than 700MW in any one hour.
57 Solar Farm - output capacity of at least 700MW to less than 900MW	Land used whole or in part as a Solar Farm with a combined capacity at least equal to 700MW but lower than 900MW in any one hour.
58 Solar Farm - output capacity of at least 900MW to less than 1,100MW	Land used whole or in part as a Solar Farm with a combined output capacity at least equal to 900MW but lower than 1,100MW in any one hour.
59 Solar Farm - output capacity of at least 1,100MW	Land used whole or in part as a Solar Farm with a combined output capacity of at least 1,100MW in any one hour.
65 Retail, Commercial Business – Locality of Dalby	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Dalby.
66 Retail, Commercial Business – Locality of Chinchilla	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Chinchilla
67 Retail, Commercial Business – Locality of Miles	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Miles.
68 Retail, Commercial Business – Locality of Wandoan	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Wandoan.
69 Retail, Commercial Business – Locality of Jandowae	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Jandowae.
70 Retail, Commercial Business – Locality of Tara	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre in the Locality of Tara.
71 Retail, Commercial Business – Other Locality	Land used in whole or part for retail or commercial business purposes other than a Shopping Centre elsewhere in the region.
75 Shopping Centre - <5,000m <sup>2</sup> - Locality of Dalby	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Dalby.
76 Shopping Centre - <5,000m <sup>2</sup> - Locality of Chinchilla	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Chinchilla.
77 Shopping Centre - <5,000m <sup>2</sup> - Locality of Miles	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Miles.
78 Shopping Centre - <5,000m <sup>2</sup> - Locality of Wandoan	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Wandoan.
79 Shopping Centre - <5,000m <sup>2</sup> - Locality of Jandowae	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Jandowae.
80 Shopping Centre - <5,000m <sup>2</sup> - Locality of Tara	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres in the Locality of Tara.



## Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 2 - Commercial and Industrial	
Category	Description
81 Shopping Centre - <5,000m <sup>2</sup> - Other Locality	Land used or intended for use as a Shopping Centre that has a total centre area less than 5,000 square metres elsewhere in the region.
82 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Dalby	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Dalby.
83 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Chinchilla	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Chinchilla.
84 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Miles	Land used or capable of being used for a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Miles.
85 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Wandoan	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Wandoan.
86 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Jandowae	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Jandowae.
87 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Locality of Tara	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres in the Locality of Tara.
88 Shopping Centre - 5,000m <sup>2</sup> to 10,000m <sup>2</sup> - Other Locality	Land used or intended for use as a Shopping Centre that has a total centre area not less than 5,000 square metres and not more than 10,000 square metres elsewhere in the region.
89 Shopping Centre - >10,000m <sup>2</sup> - Locality of Dalby	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Dalby.
90 Shopping Centre - >10,000m <sup>2</sup> - Locality of Chinchilla	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Chinchilla.
91 Shopping Centre - >10,000m <sup>2</sup> - Locality of Miles	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Miles.
92 Shopping Centre - >10,000m <sup>2</sup> - Locality of Wandoan	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Wandoan.
93 Shopping Centre - >10,000m <sup>2</sup> - Locality of Jandowae	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Jandowae.
94 Shopping Centre - >10,000m <sup>2</sup> - Locality of Tara	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres in the Locality of Tara.
95 Shopping Centre - >10,000m <sup>2</sup> - Other Locality	Land used or intended for use as a Shopping Centre that has a total centre area exceeding 10,000 square metres elsewhere in the region.

Rate Code 3 - Rural	
Category	Description
16 Rural	Land used for rural purposes, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area not less than 100 ha.



# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 3 - Rural	
Category	Description
20 Cattle Feedlot – 501 SCU to 1,000 SCU	Land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 500 SCU but not exceeding 1,000 SCU.
21 Cattle Feedlot – 1,001 SCU to 2,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 1,000 SCU but not exceeding 2,000 SCU.
22 Cattle Feedlot – 2,001 SCU to 3,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 2000 SCU but not exceeding 3,000 SCU.
23 Cattle Feedlot – 3,001 SCU to 4,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 3,000 SCU but not exceeding 4,000 SCU.
24 Cattle Feedlot – 4,001 SCU to 5,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 4,000 SCU but not exceeding 5,000 SCU.
25 Cattle Feedlot – 5,001 SCU to 7,500 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 5,000 SCU but not exceeding 7,500 SCU.
26 Cattle Feedlot – 7,501 SCU to 10,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 7,500 SCU but not exceeding 10,000 SCU.
27 Cattle Feedlot – 10,001 SCU to 15,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 10,000 SCU but not exceeding 15,000 SCU.
28 Cattle Feedlot – 15,001 SCU to 20,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 15,000 SCU but not exceeding 20,000 SCU.
29 Cattle Feedlot – 20,001 SCU to 25,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 20,000 SCU but not exceeding 25,000 SCU.
30 Cattle Feedlot – 25,001 SCU to 30,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 25,000 SCU but not exceeding 30,000 SCU.
31 Cattle Feedlot – 30,001 SCU to 35,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 30,000 SCU but not exceeding 35,000 SCU.
32 Cattle Feedlot – 35,001 SCU to 40,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 35,000 SCU but not exceeding 40,000 SCU.
33 Cattle Feedlot – 40,001 SCU to 45,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 40,000 SCU but not exceeding 45,000 SCU.
34 Cattle Feedlot – 45,001 SCU to 50,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 45,000 SCU but not exceeding 50,000 SCU.

# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 3 - Rural	
Category	Description
35 Cattle Feedlot - 50,001 SCU to 55,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 50,000 SCU but not exceeding 55,000 SCU.
36 Cattle Feedlot - 55,001 SCU to 60,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 55,000 SCU but not exceeding 60,000 SCU.
37 Cattle Feedlot - 60,001 SCU to 80,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 60,000 SCU but not exceeding 80,000 SCU.
38 Cattle Feedlot - 80,001 SCU to 100,000 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 80,000 SCU but not exceeding 100,000 SCU.
39 Cattle Feedlot - =>100,001 SCU	All land used or intended for use, in whole or in part, as a cattle feedlot requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 100,000 SCU.
40 Piggery - 2,501 SPU to 5,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 2,500 SPU but not exceeding 5,000 SPU.
41 Piggery - 5,001 SPU to 10,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 5,000 SPU but not exceeding 10,000 SPU.
42 Piggery - 10,001 SPU to 15,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 10,000 SPU but not exceeding 15,000 SPU.
43 Piggery - 15,001 SPU to 20,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 15,000 SPU but not exceeding 20,000 SPU.
44 Piggery - 20,001 SPU to 25,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 20,000 SPU but not exceeding 25,000 SPU.
45 Piggery - 25,001 SPU to 37,500 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 25,000 SPU but not exceeding 37,500 SPU.
46 Piggery - 37,501 SPU to 50,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 37,500 SPU but not exceeding 50,000 SPU.
47 Piggery - 50,001 SPU to 75,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 50,000 SPU but not exceeding 75,000 SPU.
48 Piggery - 75,001 SPU to 100,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 75,000 SPU but not exceeding 100,000 SPU.
49 Piggery - 100,001 SPU to 125,000 SPU	All land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 100,000 SPU but not exceeding 125,000 SPU.

## Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 3 - Rural	
Category	Description
50 Piggery - 125,001 SPU to 150,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 125,000 SPU but not exceeding 150,000 SPU.
51 Piggery - 150,001 SPU to 175,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 150,000 SPU but not exceeding 175,000 SPU.
52 Piggery - 175,001 SPU to 200,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 175,000 SPU but not exceeding 200,000 SPU.
53 Piggery - 200,001 SPU to 225,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 200,001 SPU but not exceeding 225,000 SPU.
54 Piggery - 225,001 SPU to 250,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 225,001 SPU but not exceeding 250,000 SPU.
55 Piggery - 250,001 SPU to 275,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 250,001 SPU but not exceeding 275,000 SPU.
56 Piggery - 275,001 SPU to 300,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 275,001 SPU but not exceeding 300,000 SPU.
57 Piggery - 300,001 SPU to 325,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 300,001 SPU but not exceeding 325,000 SPU.
58 Piggery - 325,001 SPU to 350,000 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 325,001 SPU but not exceeding 350,000 SPU.
59 Piggery - at least 350,001 SPU	Land used or intended for use, in whole or in part, as a piggery requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity exceeding 350,001 SPU
60 Small Rural – Locality of Dalby	Land used principally for rural purposes in the Locality of Dalby, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area less than 100 ha.
61 Small Rural – Locality of Chinchilla	Land used principally for rural purposes in the Locality of Chinchilla, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area less than 100 ha.
62 Small Rural – Locality of Miles	Land used principally for rural purposes in the Locality of Miles, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area less than 100 ha.
63 Small Rural – Locality of Wandoan	Land used principally for rural purposes in the Locality of Wandoan, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area less than 100 ha.
64 Small Rural – Locality of Jandowae	Land used principally for rural purposes in the Locality of Jandowae, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 -Other Intensive Businesses and Industries and has an area less than 100 ha

# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 3 - Rural	
Category	Description
65 Small Rural – Locality of Tara	Land used principally for rural purposes in the Locality of Tara, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 -Other Intensive Businesses and Industries and has an area less than 100 ha.
66 Small Rural – Other Locality	Land used principally for rural purposes elsewhere in the region, which is not otherwise categorised under Rate Code 3 - Rural or Rate Code 4 - Other Intensive Businesses and Industries and has an area less than 100 ha.

Rate Code 4 - Other Intensive Businesses and Industries	
Category	Description
10 Petroleum Lease – Gas less than 1,000 ha	Petroleum Leases issued for the extraction of gas from an area less than 1,000 ha within Council's local government area.
11 Petroleum Lease – Gas 1,000 ha to 9,999 ha	Petroleum Leases issued for the extraction of gas from an area not less than 1,000 ha but not more than 10,000 ha within Council's local government area.
12 Petroleum Lease – Gas 10,000 ha to 29,999 ha	Petroleum Leases issued for the extraction of gas from an area not less 10,000 ha but not more than 30,000 ha within Council's local government area.
13 Petroleum Lease - Gas at least 30,000 ha	Petroleum Leases issued for the extraction of gas from an area not less than 30,000 ha.
20 Petroleum Lease – Petroleum/Shale Crude Oil - less than 10 Wells	Petroleum Leases issued for the production of petroleum/shale crude oil within Council's local government area, which have fewer than 10 wells as at 30 June 2019 other than Petroleum Leases included in categories 4/10 to 4/13.
21 Petroleum Lease – Petroleum/Shale Crude Oil - 10 to 19 Wells	Petroleum Leases issued for the production of petroleum/shale crude oil within Council's local government area, which have 10 wells or more but fewer than 20 wells as at 30 June 2019, other than Petroleum Leases included in categories 4/10 to 4/13.
22 Petroleum Lease – Petroleum/Shale Crude Oil - 20 to 29 Wells	Petroleum Leases issued for the production of petroleum/shale crude oil within Council's local government area, which have 20 wells or more but fewer than 30 wells as at 30 June 2019, other than Petroleum Leases included in categories a 4/10 to 4/13.
23 Petroleum Lease - Petroleum/Shale Crude Oil - at least 30 Wells	Petroleum Leases issued for the production of petroleum/shale crude oil within Council's local government area, which have at least 30 wells as at 30 June 2019, other than Petroleum Leases included in categories 4/10 to 4/13.
30 Petroleum Other - less than 400 ha	Land, with an area less than 400 Ha, which is used or intended to be used, in whole or in part, and whether predominantly or not, for: <ul style="list-style-type: none"> <li>(a) gas and/or oil extraction; and/or</li> <li>(b) processing of gas and/or oil; and/or</li> <li>(c) transportation of gas and/or oil by pipeline; or</li> <li>(d) for any purpose ancillary to or associated with (a) to (c), including water storage, compressor stations or block valves.</li> </ul>
31 Petroleum Other - 400 ha or greater	Land, with an area 400 ha or greater, which is used or intended to be used, in whole or in part, and whether predominantly or not, for: <ul style="list-style-type: none"> <li>(a) gas and/or oil extraction; and/or</li> <li>(b) processing of gas and/or oil; and/or</li> <li>(c) transportation of gas and/or oil by pipeline; or</li> <li>(d) for any purpose ancillary to or associated with (a) to (c), including water storage, compressor stations or block valves.</li> </ul>

# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 4 - Other Intensive Businesses and Industries	
Category	Description
50 Coal Fired Power Station	Land used, or intended to be used in whole or in part for: (a) the generation of electricity by coal fired power station; and/or (b) transmission of electricity from a coal fired power station; (c) any purpose ancillary to or associated with (a) or (b).
51 Gas Fired Power Station - less than 50 MW	Land used, or intended to be used, in whole or in part for: (a) the generation of electricity by gas fired power station with an output capacity lower than 50 MW; (b) transmission of electricity from a gas fired power station with an output capacity of lower than 50 MW; (c) or for any purpose ancillary to or associated with (a) or (b).
52 Gas Fired Power Station - at least 50 MW to less than 200 MW	Land used, or intended to be used, in whole or in part for: (a) the generation of electricity by gas fired power station with an output capacity not lower than 50 MW but lower than 200 MW; (b) transmission of electricity from a gas fired power station with an output capacity not lower than 50 MW or more but lower than 200 MW; (c) or for any purpose ancillary to or associated with (a) or (b).
53 Gas Fired Power Station - at least 200 MW to less than 450 MW	Land used, or intended to be used, in whole or in part for: (a) the generation of electricity by gas fired power station with an output capacity not lower than 200 MW but lower than 450 MW; (b) transmission of electricity from a gas fired power station with an output capacity not lower than 200 MW but lower than 450 MW; (c) or any purpose ancillary to or associated with (a) or (b).
54 Gas Fired Power Station - at least 450 MW to less than 550 MW	Land used, or intended to be used, in whole or in part for: (a) the generation of electricity by gas fired power station with an output capacity not lower than 450 MW but lower than 550 MW; (b) transmission of electricity from a gas fired power station with an output capacity not lower than 450 MW but lower than 550 MW; (c) or for any purpose ancillary to or associated with (a) or (b).
55 Gas Fired Power Station - at least 550 MW	Land used, or intended to be used, in whole or in part for: - (a) the generation of electricity by gas fired power station with an output capacity not lower than 550 MW; (b) transmission of electricity from a gas fired power station with an output capacity not lower than 550 MW; (c) or any purpose ancillary to or associated with (a) or (b).
60 Future Coal Mining	Land intended for use in whole or in part as a Coal Mine: - (a) but yet to be the subject of a coal Mining Lease; or (b) the subject of a coal Mining Lease, but where no site works have commenced.
61 Coal Mining - 0 to 100 employees	Freehold land used in whole or in part as a Coal Mine for which no more than 100 employees and/or contractors are engaged as at 31 December 2019.
62 Coal Mining - 101 to 200 employees	Freehold land used, in whole or in part, as a Coal Mine for which more than 100 but no more than 200 employees and/or contractors are engaged as at 31 December 2019.
63 Coal Mining - at least 200 employees	Freehold land used, in whole or in part, as a Coal Mine upon which more than 200 employees and/or contractors are engaged as at 31 December 2019.

# Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 4 - Other Intensive Businesses and Industries	
Category	Description
64 Abandoned Coal Mine	Freehold land which was used in whole or in part as a Coal Mine but upon which coal mining operations have ceased, whether temporarily or permanently.
65 Mining Lease (Coal) - 0 to 100 employees	Mining Lease, authorising the extraction of coal for a Coal Mine upon which no more than 100 employees and/or contractors are engaged as at 31 December 2019.
66 Mining Lease (Coal) - 101 to 200 employees	Mining Lease authorising the extraction of coal for a Coal Mine upon which more than 100 but no more than 200 employees and/or contractors are engaged as at 31 December 2019.
67 Mining Lease (Coal) - at least 200 employees	Mining Lease authorising the extraction of coal for a Coal Mine upon which more than 200 employees and/or contractors are engaged as at 31 December 2019.
68 Mining Lease (Abandoned Coal Mine)	Mining Lease which was used in whole or in part as a Coal Mine but upon which coal mining operations have ceased, whether temporarily or permanently.
70 Other Mining - not greater than 100 ha	Freehold land with an area not exceeding 100 ha, used, or intended to be used, in whole or in part, for the extraction of minerals other than coal (e.g. Bentonite).
71 Other Mining - 101 ha to 250 ha	Freehold land with an area exceeding 100 ha but not exceeding 250 ha, used, or intended to be used, in whole or in part, for the extraction of minerals other than coal (e.g. Bentonite).
72 Other Mining - greater than 250 ha	Freehold land with an area exceeding 250 ha, used, or intended to be used, in whole or in part, for the extraction of minerals other than coal (e.g. Bentonite).
74 Mining Lease (Other) - not greater than 100 ha	Mining Lease, with an area not exceeding 100 ha authorising the extraction of any mineral other than coal (e.g. Bentonite).
75 Mining Lease (Other) - 101 ha to 250 ha	Mining Lease, with an area exceeding 100 ha but not exceeding 250 ha authorising the extraction of any mineral other than coal (e.g. Bentonite).
76 Mining Lease (Other) - greater than 250 ha	Mining Lease, with an area exceeding 250 ha, issued pursuant to the authorising the extraction of any mineral other than coal (e.g. Bentonite).
80 Workforce Accommodation - 5 to 10 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for not fewer than 5 but not more than 10 persons.
81 Workforce Accommodation - 11 to 25 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 11 to 25 persons.
82 Workforce Accommodation - 26 to 50 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 26 to 50 persons.
83 Workforce Accommodation - 51 to 100 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 51 to 100 persons.
84 Workforce Accommodation - 101 to 200 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 101 to 200 persons.
85 Workforce Accommodation - 201 to 300 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 201 to 300 persons.
86 Workforce Accommodation - 301 to 400 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 301 to 400 persons.
87 Workforce Accommodation - 401 to 500 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 401 to 500 persons.
88 Workforce Accommodation - 501 to 600 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 501 to 600 persons.
89 Workforce Accommodation - 601 to 700 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 601 to 700 persons.

## Western Downs Regional Council - 2020-21 Revenue Statement

Rate Code 4 - Other Intensive Businesses and Industries	
Category	Description
90 Workforce Accommodation - 701 to 800 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 701 to 800 persons.
91 Workforce Accommodation - 801 to 900 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 801 to 900 persons.
92 Workforce Accommodation - 901 to 1,000 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for 901 to 1000 persons.
93 Workforce Accommodation - greater than 1,000 persons	Land used, or intended to be used, in whole or in part, for Workforce Accommodation for more than 1,000 persons.



# Western Downs Regional Council - 2020-21 Revenue Statement

## Sewerage Charges

In setting the sewerage charge, Council considers all costs associated with the provision of sewerage and wastewater services provided by Council in the financial year. These costs include depreciation and the cost of ongoing maintenance and operation of the system, including treatment plant operations.

In addition, Council may target an appropriate return on capital to provide a sufficient and stable income for funding Council's investment in the sewerage business.

A sewerage charge will be levied on each property assessment in the declared wastewater network areas as detailed in Appendix B. The declared wastewater network areas will expand as new serviced properties are created during the 2020-21 year.

A charge will be levied on:

- every rateable assessment within the declared wastewater network irrespective of whether the property is connected to the network, and
- every non-rateable assessment which is connected to the network.

For properties which are in the declared wastewater network and which are not connected to the wastewater network, Council will levy a single annual unconnected charge.

For **residential properties** which are connected to the wastewater network, Council will levy one (1) charge per annum for each dwelling unit.

Dwelling unit is:

- (a) a single dwelling unit such as a house, or
- (b) a single dwelling unit in a building comprising two (2) or more such dwellings, such as a flat or a room in a guest house irrespective of whether the unit is part of a community titles scheme.

For **Workforce Accommodation** facilities, which are connected to the wastewater network, Council will levy one (1) charge per annum for each pedestal.

For **hospitals**, Council will levy one (1) charge per annum for each pedestal.

For **any premises, other than residential premises, Workforce Accommodation facilities or a hospital**, the Council will levy:

- (a) one (1) charge per annum for the first pedestal, and
- (b) an additional one (1) charge per annum for each additional pedestal per assessment.

**\*Note:** *The term pedestal includes a urinal or bidet.*

## Setting Sewerage Charges

Council will, at its annual budget meeting, adopt the annual sewerage charges including the unconnected sewerage charges.



# Western Downs Regional Council - 2020-21 Revenue Statement

## **Water Charges**

Council has multiple water supply schemes which deliver water to the declared water supply areas as detailed in Appendix C. The declared water supply areas will expand as new serviced properties are created throughout the 2020-21 year.

The objectives of Council's water charging methodology are:

- (a) to allocate resources efficiently by properly reflecting, to the extent possible, the cost of supply to ensure that water resources and capital are not wasted.
- (b) to distribute costs equitably by ensuring that individual consumers pay for the cost of the service they use, and
- (c) to generate sufficient and stable income to fund, to the extent possible, the operations of Council's water supply business.

A system of cost recovery on the supply of water, comprising of an access charge to cover the fixed costs associated with the water supply business and a range of consumption charges for each kilolitre (kL) of water consumed applies. A system of cost recovery does not exclude targeting an appropriate return on capital to provide a sufficient and stable income for funding Council's investment in the water business.

In measuring consumption of potable and non-potable water either a standard or non-standard water meter is used. These are defined as:

- (a) a standard water meter is 20mm to 25mm in size, and
- (b) a non-standard water meter exceeds 25mm in size, for example any of the following water meters:

- 32mm meter (1¼")
- 40mm meter (1½")
- 50mm meter (2")
- 65mm meter (2½ ")
- 80mm meter (3")
- 100mm meter (4")
- 150mm meter (6"), or

Special

- 100mm detector (4"), or
- 150mm detector (6").

## **Water Charging Methodology**

Council has adopted a two-part charging methodology, comprising an access charge and volumetric consumption charge as follows:

### **Access Charge**

A fixed annual access charge will be levied on:

- (a) every rateable assessment within Council's declared water supply areas, regardless of whether it is connected to the water network

## Western Downs Regional Council - 2020-21 Revenue Statement

- (b) every rateable assessment outside the declared water supply area but which is connected to Council's water network, and
- (c) every non-rateable assessment where the owner of the land has requested that Council provide a water service to the property.

Where a non-standard water meter is being used, a higher fixed annual access charge will apply.

Where a standard water meter is installed on a water service, the standard fixed annual access charge will apply.

### Volumetric Consumption Charges

A consumption charge will be levied on each property connected to a water supply scheme based on each kilolitre of water consumed.

Conservation practices will be encouraged through the process of establishing tiered charging rates which result in increased charges as more water is consumed.

Council has adopted a four-tier consumption charging structure as follows:

<b>Tier 1:</b>	Biannual consumption not exceeding 125kL through each metered connection
<b>Tier 2:</b>	Biannual consumption exceeding 125kL but not exceeding 250kL through each metered connection
<b>Tier 3:</b>	Biannual consumption exceeding 250kL but not exceeding 15,000kL through each metered connection
<b>Tier 4:</b>	Biannual consumption exceeding 15,000kL through each metered connection

The volumetric consumption charge will be levied biannually generally in January and July for water consumption periods ending on or around 30 November and 31 May, respectively.

Council may, for high water consumers, levy the kilolitre charge on a more frequent basis as it so determines, but not more frequently than two (2) monthly. For high water consumers, Council has adopted an annual four-tier consumption charging structure as follows:

<b>Tier 1:</b>	Annual consumption not exceeding 250kL through each metered connection
<b>Tier 2:</b>	Annual consumption exceeding 250kL but not exceeding 500kL through each metered connection
<b>Tier 3:</b>	Annual consumption exceeding 500kL but not exceeding 30,000kL through each metered connection
<b>Tier 4:</b>	Annual consumption exceeding 30,000kL through each metered connection

To avoid doubt, if 250kl of water is consumed in the first billing period, water consumed in the second billing period would be charged at the Tier 2 charge for the first 250kl consumed and subsequently at the Tier 3 and then at the Tier 4 charge depending on consumption.

High water consumers are those using significantly greater than average water consumption as determined by Council.

In cases where there are multiple consumers, and these are not individually measured, consumption charges will be billed to the owner in accordance with the amounts registered on the meter. The allocation of the water usage to the multiple consumers will be the responsibility of the property owner. If the property owner requests individual meters to be installed for the registration of water usage, the cost of the installations will be the responsibility of the property owner.

### ***Building Units and Group Titles Act 1980 or Body Corporate and Community Management Act 1997***

A volumetric consumption charge may be applied to each lot created pursuant to and governed by the *Building Units and Group Titles Act 1980 or Body Corporate and Community Management Act 1997*.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Setting Water Charges

Council will, at its annual budget meeting adopt the following water charges:

- For potable water schemes:
  - (a) an annual access charge, and
  - (b) a standard volumetric consumption charges for each tier.
- For water supply schemes which deliver treated or untreated water which is predominantly non-potable water (i.e. \*Tara, Meandarra, Moonie, The Gums, Kogan, Kaimkillenbun and Jimbour):
  - an annual access charge, and
  - volumetric consumption charges for each tier which equate to **90%** of standard volumetric consumption charges.
- For water supply schemes which deliver un-treated surface water (i.e. Glenmorgan, Brigalow, Flinton and Dulacca), volumetric consumption charges for each tier which equate to **75%** of standard volumetric consumption charges.

## Miscellaneous Water Charges

Water sold, and not otherwise provided for herein (excepting those consumers supplied under special agreement), will be at the rate determined by Council at its budget meeting.

## Recycled Water Charges

The recycled water scheme within the town of Dalby was established to address the water consumption needs of the Dalby Bio-Refinery and sporting fields.

In measuring consumption of recycled water either a standard or non-standard water meter is used. These are defined as:

- (a) a standard water meter is 20mm to 25mm in size, and
  - (b) a non-standard water meter exceeds 25mm in size, for example any of the following water meters:
    - 32mm meter (1¼")
    - 40mm meter (1½")
    - 50mm meter (2")
    - 65mm meter (2½ ")
    - 80mm meter (3")
    - 100mm meter (4")
    - 150mm meter (6"), or
- Special
- 100mm detector (4"), or
  - 150mm detector (6").

# Western Downs Regional Council - 2020-21 Revenue Statement

## Recycled Water Charging Methodology

Council has adopted a two-part water charge methodology which consists of an access charge and volumetric consumption charges as follows:

### **Access Charge**

A fixed annual access charge will be levied on:

- (a) every rateable assessment that is connected to Council's recycled water network, and
- (b) every non-rateable assessment where the owner of the land has requested that Council provide a recycled water service to the property.

Where a non-standard water meter is being used, a greater access charge will apply.

Where a standard water meter is installed on a water service, the standard access charge will apply.

### **Volumetric Consumption Charges (Standard)**

A consumption charge will be levied on each property connected to the recycled water supply scheme based on each kilolitre (kL) of water consumed.

Conservation practices will be encouraged through the process of establishing tiered charging rates which result in increased charges as more water is consumed.

Council has adopted a four-tier consumption charging structure as follows:

<b>Tier 1:</b>	Biannual consumption not exceeding 125kL through each metered connection
<b>Tier 2:</b>	Biannual consumption exceeding 125kL but not exceeding 250kL through each metered connection
<b>Tier 3:</b>	Biannual consumption exceeding 250kL but not exceeding 15,000kL through each metered connection
<b>Tier 4:</b>	Biannual consumption not exceeding 15,000kL through each metered connection

The volumetric consumption charge will be levied biannually generally in January and July for water consumption periods ending on or around 30 November and 31 May, respectively.

Council may, for high water consumers, levy the kilolitre charge on a more frequent basis as it so determines, but not more frequently than two (2) monthly. In these instances, tier consumptions will be based on an annual consumption and not reset biannually. High water consumers will be those, whom Council determines, are using significantly greater water than the average user.

In cases where there are multiple consumers, and these are not individually measured, consumption charges will be billed to the owner in accordance with the amounts registered on the meter. The allocation of the water usage to the multiple consumers will be the responsibility of the property owner. If the property owner requests individual meters to be installed for the registration of water usage, the cost of the installations will be the responsibility of the property owner.

### ***Building Units and Group Titles Act 1980 or Body Corporate and Community Management Act 1997***

A volumetric consumption charge will be applied to each lot created pursuant to and governed by the *Building Units and Group Titles Act 1980 or Body Corporate and Community Management Act 1997*.

### **Volumetric Consumption Charges (Dalby Bio-Refinery)**

For recycled water supplied to the Dalby Bio-Refinery, Council has resolved to levy a singled-tiered consumption charge for each kilolitre (kL) of water consumed.

Council has determined that the Dalby Bio-Refinery is a high-water consumer and, accordingly, will levy its consumption charges on a two-monthly basis.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Recycled Water Supply Agreements

Council is party to historic recycled water supply agreements which contain provisions relating to consumption pricing and other matters. Per kL rates for consumption are reviewed and set in accordance with each supply agreement.

## Setting Water Charges

Council will, at its annual budget meeting, adopt the following recycled water charges:

- (a) annual access charge, and
- (b) volumetric consumption charges.

## **Waste / Recycling / Cleansing / Garbage / Refuse Collection/ Disposal & Environmental Waste Levy**

### Definitions

For the purpose of this document, the meaning of "domestic service", "non-domestic service", "occupied premise or structure", or "Standard Regional Waste Collection, Recycling and Disposal Service" are declared in the *Waste Management (Terms of Service - Garbage and Recycling Collection) - Council Policy*.

Council provides a Standard Regional Waste Collection, Recycling and Disposal Service (standard service) to all premises or structures within the boundaries of the declared waste collection service areas shown in Appendix D. The declared service areas will expand as additional properties are identified and included in the declared service area throughout the 2020-21 year.

The standard service is as follows:

- (a) One (1) 240 litre mobile waste bin collected weekly, plus
- (b) One (1) 240 litre mobile recyclable waste bin collected fortnightly.

A minimum of one (1) standard service will be provided to each premises or structure that appears to be in use as a dwelling, lived in or occupied or able to be lived in within the boundaries of the declared waste collection service areas.

Service recipients can request one (1) or more additional standard services.

Where there is one (1) or more premises or structures on land capable of separate occupation, a standard service will be provided for each premises or structure that appears to be in use as a dwelling, lived in or occupied or able to be lived in or occupied (e.g. one (1) standard service for each flat, unit).

Premises or structures will be categorised as either a domestic service or non-domestic service.

## **Waste & Recycling Collection Charges - Domestic Occupied Premise or Structure\***

The waste collection charge for each standard service on each premises or structure that appears to be in use as a dwelling, lived in or occupied or able to be lived in within the boundaries of the declared waste collection service areas will be based on the costs incurred in the operation and maintenance of the waste collection, recycling and disposal service. The declared waste collection service areas will expand as properties are identified and included in the declared waste collection service area throughout the 2020-21 year.

In determining the waste and recycling collection charge, Council will consider the cost of the following components:

- (a) collection cost (including the cost of supply and maintenance of bins)

## Western Downs Regional Council - 2020-21 Revenue Statement

- (b) collected waste disposal cost, and
- (c) collected recyclable waste processing cost.

The waste services provided include:

- (a) Domestic service - waste and recycling collection, and
- (b) Domestic service - additional recycling collection (optional on request).

*\* A dwelling is on that land, or a dwelling or structure on that land appears to be in use as a dwelling, i.e. lived in or occupied or able to be lived in or occupied.*

### **Setting Waste & Recycling Charges - Domestic Occupied Premise or Structure**

Council will, at its annual budget meeting, adopt the annual waste & recycling collection charge for domestic occupied premises or structures

### **Waste & Recycling Collection Charges - Non-Domestic Occupied Premise or Structure**

This charge is expected to apply to waste deposited in non-domestic wheelie bins and collected under the standard regional waste collection and disposal service, for example, wheelie bins provided to professional offices, shops, small manufacturing businesses, food premises and sporting and community groups.

For the 2020-21 year, the standard regional waste collection, recycling, and disposal service charge will apply to non-domestic service customers.

The non-domestic service waste collection charge for each standard service on each premises or structures within the boundaries of the declared waste collection service areas will be based on the costs incurred in the operation and maintenance of the non-domestic service waste collection, recycling and disposal service. The declared waste collection service areas will expand as properties are identified and included in the declared waste collection service area throughout the 2020-21 year.

In determining the non-domestic service waste collection charge, Council will consider the cost of the following components:

- (a) collection cost (including the cost of supply and maintenance of bins)
- (b) collected waste disposal cost
- (c) collected recyclable waste processing cost, and
- (d) any State Government charges including the waste levy.

The waste services provided include -

- (a) Non-domestic service - waste and recycling collection, and
- (b) Non-domestic service - additional recycling collection (optional on request).

### **Setting Waste & Recycling Charges – Non-domestic Occupied Premise or Structure**

Council will, at its annual budget meeting, adopt the annual waste & recycling collection charge for non-domestic occupied premise or structure.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Environmental Waste Levy

A utility charge will be levied equally on all rateable land parcels in commercial, industrial, and rural categories, which are not levied a waste collection charge, as a contribution to the cost of supplying Council's waste management services.

Council will, at its annual budget meeting, adopt the annual Environmental Waste Levy.

## Special Charges

### Rural Fire Brigade Special Charges

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council will levy a special charge on all rateable properties within benefited areas to fund the provision of rural firefighting services.
2. The "benefited area" is rateable land within the localities referred to in the following table.

Rural Fire Brigade Benefitted Area
Bell Centre
Bennett (Inc Wieambilla South)
Braemar (Inc Warra Town)
Brigalow
Bunya Mountains
Burncluith
Cameby & District
Condamine
Cooranga North
Glenmorgan
Jinghi Valley
Kaimkillenbun
Kogan & District
Moola
Pelican
The Ridge
Tolmah
Weranga/Goranba
Wilkie Creek

3. The plan for which the special charge is made and levied is as follows:
  - (a) The rateable land to which the charge will apply is every rateable assessment within the benefited area.
  - (b) The service, facility or activity for which the special charge is made is the ongoing provision and maintenance of rural firefighting equipment for the rural fire brigades that operate throughout the benefited area.
  - (c) The time for implementing the plan is twelve (12) months, ending on 30 June 2021.
  - (d) The cost of implementing the plan is \$127,506 as provided.
4. The properties within the benefited area are specially benefited by the provision of rural fire fighting services as they are not serviced by urban firefighting services.
5. The amounts of the special charge vary from \$11.00 to \$43.00 per rateable assessment that applies to the applicable benefited area, according to relative levels of benefit.
6. Discount is not applicable.



# Western Downs Regional Council - 2020-21 Revenue Statement

## Macalister – Wilkie Creek Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance, resealing, and reconstruction of Macalister – Wilkie Creek Road from the southern corner of Lot 237 on RP 865876 to the property entrance of Lot 162 on SP250221.
2. Currently the Wilkie Creek Coal Mine is not operating. The special charge will not be levied unless operations recommence at the Wilkie Creek Coal Mine.
3. The plan for which the special charge is made and levied was adopted by Council on 29 August 2008. The plan, as amended, is as follows:
  - a) The rateable land to which the special charge applies is Lot 25 on RP865876, Parish of Macalister.
  - b) The service facility or activity for which the special charge is made is the maintenance, resealing, and reconstruction of Macalister – Wilkie Creek Road from the southern corner of Lot 237 on RP 865876 to the property entrance of Lot 162 on SP250221.
  - c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2027. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the mining operations on the land to be levied.
  - d) The estimated cost of implementing the plan is \$5,876,665 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 29.81% - ordinary road maintenance
    - ii. 8.72% - road resealing
    - iii. 15.18% - additional pavement requirements for the haul road, and
    - iv. 46.29% - reconstruction of the haul road.
  - e) The special charge in each year is intended to raise 38% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 62% of the cost of the works from other sources.
4. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
5. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
6. The occupier of the land to be levied with the special charge specifically benefits from, and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the mining activities on the land, and that work directly facilitates heavy vehicle access to and from those mines.
7. The amount of the special charge to be levied for the 2020-21 financial year is **\$258,218** on Property Assessment No. 42900.
8. Discount is not applicable.



# Western Downs Regional Council - 2020-21 Revenue Statement

## Huston's Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance, resealing, and reconstruction of Huston's Road from the intersection with the Dalby-Jandowae Road to the south-east corner of Lot 284 on SP154841.
2. The plan for which the special charge is made and levied was adopted by Council on 29 August 2008. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 290 on AG626, Parish of Jimbour.
  - (b) The service facility or activity for which the special charge is made is the maintenance, resealing, and reconstruction of Huston's Road from the intersection with the Dalby-Jandowae Road to the south-east corner of Lot 284 on SP154841.
  - (c) The time for implementing the plan is anticipated to be 15 years ending on 30 June 2022. The works and services specified in the plan are intended to be carried out over that 15-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$1,048,889 over its nominal 15-year term. That cost is allocated indicatively as follows:
    - i. 44.44% - ordinary road maintenance
    - ii. 9.55% - road resealing
    - iii. 3.34% - additional pavement requirements for the access road, and
    - iv. 42.67% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 69.34% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 30.66% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$48,488** on Property Assessment No: 43640.
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Gurulmundi Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance, resealing, and reconstruction of Gurulmundi Road from the intersection with the Leichhardt Highway for approximately 2.6km to service the Unimin Mines.
2. The plan for which the special charge is made and levied was adopted by Council on 11 August 2010. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 72 on AU177. Parish of Gurulmundi.
  - (b) The service facility or activity for which the special charge is made is the maintenance and reconstruction of Gurulmundi Road from the intersection with the Leichhardt Highway for approximately 2.6km.
  - (c) The time for implementing the plan is anticipated to be 15 years ending on 30 June 2025. The works and services specified in the plan are intended to be carried out over that 15-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the mining operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$415,515 over its nominal 15-year term. That cost is allocated indicatively as follows:
    - i. 28.16% - ordinary road maintenance
    - ii. 17.36% - road resealing
    - iii. 0.00% - additional payment, and
    - iv. 54.48% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 57.27% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 42.73% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$15,864** on Property Assessment No: 21357.
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Alford's Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance, resealing, and reconstruction of Alford's Road from the proposed access on Lot 99 on SP171537 north along Alford's Road for 2.2 km to the Warrego Highway.
2. Currently, this quarry is not operating. The special charge will not be levied unless operations recommence at the Ausrocks Quarry.
3. The plan for which the special charge is made and levied was adopted by Council on 13 June 2014. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 99 on SP171537, Parish of Dulacca.
  - (b) The service facility or activity for which the special charge is made is the maintenance, resealing, and reconstruction of Alford's Road from the proposed access on Lot 99 on SP171537 north along Alford's Road for 2.2 km to the Warrego Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2034. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$307,096 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 41.03% - ordinary road maintenance
    - ii. 1.08% - road resealing
    - iii. 0% - additional pavement requirements for the access road, and
    - iv. 57.89% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 73.80% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 26.20% of the cost of the works from other sources.
4. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
5. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
6. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
7. The amount of the special charge to be levied for the 2020-21 financial year is **\$11,331** on Property Assessment No: 21562.
8. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Gadsby's Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance, resealing, and reconstruction of Gadsby's Road.
2. Currently, this quarry is not operating. The special charge will not be levied unless operations recommence at the Annejeda Quarry.
3. The plan for which the special charge is made and levied was adopted by Council on 13 June 2014. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 52 on SP 237297.
  - (b) The service facility or activity for which the special charge is made is the maintenance, resealing, and reconstruction of Gadsby's Road from the proposed access on Lot 1 on SP254444 north along Gadsby's Road for 0.6Km to the Jackson-Wandoan Road.
  - (c) The time for implementing the plan was anticipated to be 3 years ending on 30 June 2017. The works and services specified in the plan were intended to be carried out over the 3-year period. However, the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.

As the quarry has ceased operating, the plan will be re-implemented once the quarry recommences operation.
  - (d) The estimated cost of implementing the plan is \$99,692 over its nominal 3-year term, which will begin on the re-commencement of production at the quarry. That cost is allocated indicatively as follows:
    - i. 41.03% - ordinary road maintenance
    - ii. 1.08% - road resealing
    - iii. 0% - additional pavement requirements for the access road, and
    - iv. 57.89% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 23.79% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 76.21% of the cost of the works from other sources.
4. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
5. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
6. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
7. The amount of the special charge to be levied for the 2020-21 financial year is **\$7,904** on Property Assessment No: 51392.
8. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Stiller Bros Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Stiller Bros Road.
2. The plan for which the special charge is made and levied was adopted by Council on 18 June 2015. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 33 on FT853.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Stiller Bros Road (a non-sealed road) from the proposed access on Lot 33 FT853 west along Stiller Bros Road for 1.79Km to the Leichhardt Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2035. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$267,918 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 66.81% - ordinary road maintenance
    - ii. 0.00% - road resealing
    - iii. 0.00% - additional pavement requirements for the access road, and
    - iv. 33.19% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 73.26% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 26.74% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$9,734** on Property Assessment No: 51219
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Ryalls Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Ryalls Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 5 on RP893208.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Ryalls Road (a sealed road) from the proposed access on Lot 5 RP893208 south along Ryalls Road for 1.93Km to the Warrego Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$742,309 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 10% - ordinary road maintenance
    - ii. 6% - road resealing
    - iii. 21% - additional pavement requirements for the access road, and
    - iv. 63% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 87.44% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 12.56% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$37,115** on Property Assessment No: 21077
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Davies Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Davies Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 12 on BWR149.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Davies Road (a non-sealed road) from the proposed access on Lot 12 BWR149 south along Davies Road for 4.83km to the Warrego Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$67,720 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - v. 54% - ordinary road maintenance
    - vi. 0.00% - road resealing
    - vii. 0.00% - additional pavement requirements for the access road, and
    - viii. 46% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 33.81% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 66.19% of the cost of the works from other sources.
3. The annual implementation plan 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$3,386** on Property Assessment No: 12883.
7. Discount is not applicable.



# Western Downs Regional Council - 2020-21 Revenue Statement

## Giligulgul Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Giligulgul Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 7 on FT141.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Giligulgul Road (a non-sealed road) from the proposed access on Lot 7 FT141 east along Giligulgul Road for 4.74Km to the Leichhardt Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$296,296 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 76% - ordinary road maintenance
    - ii. 0.00% - road resealing
    - iii. 0.00% - additional pavement requirements for the access road, and
    - iv. 24% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 42.33% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 57.67% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$14,815** on Property Assessment No: 51386
7. Discount is not applicable.



# Western Downs Regional Council - 2020-21 Revenue Statement

## Goombi - Fairymeadow Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Goombi-Fairymeadow Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 15 on BWR49
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Goombi-Fairymeadow Road (a sealed road) from the proposed access on Lot 15 BWR49 north along Goombi-Fairymeadow Road for 12.20 Km to the Warrego Highway.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$286,565 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 56% - ordinary road maintenance
    - ii. 0.00% - road resealing
    - iii. 0.00% - additional pavement requirements for the access road, and
    - iv. 44% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 20.2% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 79.8% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$14,328** on Property Assessment No: 12806.
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Monmouth Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Monmouth Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 1 on RP190533.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Monmouth Road (a sealed road) from the proposed access on Lot 1 RP190533 south along Monmouth Road for 0.650Km to Chinchilla-Wondai Road.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$46,751 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 75.81% - ordinary road maintenance
    - ii. 0.00% - road resealing
    - iii. 0.00% - additional pavement requirements for the access road, and
    - iv. 24.19% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 38.52% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 61.48% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$2,338** on Property Assessment No: 14027.
7. Discount is not applicable.

# Western Downs Regional Council - 2020-21 Revenue Statement

## Paradise Downs Road Special Charge

In accordance with Sections 92 and 94 of the *Local Government Act 2009*:

1. Council makes and levies a special charge for the maintenance and reconstruction of Paradise Downs Road.
2. The plan for which the special charge is made and levied was adopted by Council on 22 July 2020. The plan, as amended, is as follows:
  - (a) The rateable land to which the special charge applies is Lot 48 on SP127252.
  - (b) The service facility or activity for which the special charge is made is the maintenance, and reconstruction of Paradise Downs Road (a non-sealed road) from the proposed access on Lot 48 SP127252 north along Paradise Downs Road for 10.847km to the Jackson - Wandoan Road.
  - (c) The time for implementing the plan is anticipated to be 20 years ending on 30 June 2040. The works and services specified in the plan are intended to be carried out over that 20-year period, but the plan is operational in nature and is therefore subject to review as to its term (and other content) depending on the duration and extent of the quarry operations on the land to be levied.
  - (d) The estimated cost of implementing the plan is \$22,978 over its nominal 20-year term. That cost is allocated indicatively as follows:
    - i. 30% - ordinary road maintenance
    - ii. 0.00% - road resealing
    - iii. 0.00% - additional pavement requirements for the access road, and
    - iv. 70% - reconstruction cost for the access road.
  - (e) The special charge in each year is intended to raise 5.96% of the funds necessary to carry out the plan, and to do so in a progressive and consistent manner which will ensure that funding is available to carry out particular work covered by the overall plan when an intervention threshold triggering the need to carry out that work is reached. Council will fund the other 94.05% of the cost of the works from other sources.
3. The annual implementation plan for 2020-21 comprises carrying out work covered by the plan if and when an intervention threshold triggering the need to carry out that work is reached.
4. To the extent that funds raised by the special charge are not expended or fully expended during the 2020-21 financial year, Council will carry forward the unexpended amount to be used to fund works under the plan in future years.
5. The occupier of the land to be levied with the special charge specifically benefits from and specifically contributes towards the need for Council to provide those works services and facilities. The specified works would not be necessary and would not be carried out if it were not for the existence of the quarry activities on the land, and that work directly facilitates heavy vehicle access to and from the quarry.
6. The amount of the special charge to be levied for the 2020-21 financial year is **\$1,149** on Property Assessment No: 51394.
7. Discount is not applicable.

## Western Downs Regional Council - 2020-21 Revenue Statement

# DISCOUNT FOR PROMPT PAYMENT

Pursuant to s.130 Local Government Regulation 2012 Council may decide to allow a discount for the payment of rates before the end of the discount period.

It is Council policy that one (1) discount period will apply for each of the rates and charges listed in Table D. The discount period will commence on the date of notice and extend for a period of no less than 30 days.

The following discount rates will be adopted by Council at its 2020-21 budget meeting:

<b>TABLE D</b>	
<b>Rate/Charge</b>	<b>Discount Rate Applicable</b>
General Rates (including Minimum General Rates)	5%
Water Charges incl. Access and Water Consumption Charges	5%
Recycled Water Charges incl. Access and Water Consumption Charges	5%
Sewerage Charges	5%
Waste/Recycling/Cleansing/Garbage/Refuse Collection & Disposal Charges	5%
Environmental Waste Levy	5%
Special Charges	0%
Rural Fire Levy	0%
State Emergency Management Levy	0%

Payments received by Council or its appointed agents prior to close of business on the due date specified on the Rates Notice for each rate or charge will attract the percentage discount specified above.

For clarification purposes, a payment of the full net levy amount, which is either receipted by Council or one of its appointed agents prior to the close of business on the due date specified on the Rates Notice, will attract the discount specified.

Also for clarification purposes, a payment of the full net levy amount, which is deposited by electronic means to Council's bank account or its appointed agents prior to the close of business (i.e. the payment has been credited to Council's bank account or received by its appointed agents by close of business) on the due date specified on the Rates Notice, will attract the discount specified.

Discount will not be allowed on payments received after the close of business on the due date applicable to each rate or charge unless Council is satisfied that payment was not made by the close of business on the due date because of circumstances for which Council was responsible.

Discount disallowed on a prior rate or charge is not eligible for allowance even if payment is made by the close of business on the specified due date of another rate or charge.

A discount will only be allowed on the current levy if all rate arrears and current rates and charges are paid in full on or before the due date on the Rates Notice.

# INTEREST ON OVERDUE RATES

Pursuant to Sections 132 and 133 of the Local Government Regulation 2012 Council may decide to levy interest on overdue rates or charges.

Interest on overdue rates will be charged at a rate that encourages prompt payment of rates and charges.

The rate of interest applicable for the financial year will be at a rate determined annually by Council and will compound on all overdue rates and charges.

For the purposes of this Revenue Statement, Council defines an overdue rate or charge as a rate or charge remaining unpaid after the due date, being the 30th calendar day following the end of the discount period.

# CONCESSION FOR OCCUPANCY/OWNERSHIP BY PENSIONERS

Pursuant to Sections 119 to 123 of the *Local Government Regulation 2012* Council may decide to grant a ratepayer a concession for rates and charges.

Pursuant to Section 120(1)(a), a pensioner rate concession upon gross rates and charges will be provided to eligible pensioners where the balance of rates/charges (except for special rates and charges, emergency management levies, charges on the land and miscellaneous fees and charges) are paid in the current year.

Eligibility guidelines for the pensioner rate concession are as per the Queensland Government pensioner rebate subsidy scheme (State Subsidy Scheme).

The amount of the pensioner rate concession will be set by Council at its annual budget meeting.

The Council will also provide administrative support to the State Subsidy Scheme which currently provides a subsidy as follows:

- *A subsidy of 20% (up to a maximum \$200 per annum) of gross rates and charges where the balance of rates/charges are paid. (The State Government rate subsidy will apply to those property owners/occupiers in receipt of a full pension from the Commonwealth Government, and who comply with the guidelines established by the Queensland Department of Communities, Disability Services and Seniors for the State Subsidy Scheme.)*

## Concession for Rates and Charges or Special Charges

### 1. General Rate Concession

For 2020-21, Council proposes no general rate concession other than those relating to occupancy/ownership by pensioners.

### 2. Unapparent Plumbing Failures

Pursuant to Sections 120(1)(c), 121(a) and 122(1)(b) of the *Local Government Regulation 2012*, Council resolves to grant a concession to a ratepayer who is a member of a stated class of ratepayers as follows:

#### Stated class of ratepayers

The concession is available to all categories/classes of ratepayers connected to Council's water supply schemes.

#### Type of concession

Council will allow relief by way of a concession of 25% of the water consumption charge in accordance with this Council's Water Meters - Council Policy.

#### Conditions

The concession is granted subject to a ratepayer:

- incurring water consumption charges by reason of an "unapparent plumbing failure" (as defined in Council's Water Meters – Council Policy); and
- satisfying the criteria set down in Council's Water Meters - Council Policy.

#### Criteria for granting concession

Council grants this concession on the basis that to require the ratepayer to pay full charges for consumption in circumstances where an unapparent plumbing failure has occurred (through no fault of the ratepayer) would result in hardship.

# Western Downs Regional Council - 2020-21 Revenue Statement

## 3. Mining or Quarrying Special Charges Concession

Pursuant to Sections 120(1)(c), 121(a) and 122(1)(b) of the *Local Government Regulation 2012*, Council resolves to grant a concession to a ratepayer who is a member of a stated class of ratepayers as follows:

### Stated class of ratepayers

The concession is granted to a ratepayer levied a special charge for road maintenance and/or road resealing and/or road reconstruction where the activity occurring on the rateable land, which activity is the reason for the levying of the special charge, is presently dormant. Those activities are either mining or quarrying.

### Type of concession

The concession is by way of a rebate of all the special charge for 2020-21 only.

### Conditions

The concession is granted subject to the following conditions:

- (a) The concession is granted only for the levied special charge in respect of the 2020-21 year.
- (b) If the activity that is the reason for the levying of the special charge recommences during the course of 2020-21, this concession ceases and Council must levy the special charge for an amount calculated by subtracting from the 2020-21 special charge an amount equal to the number of days the mining or quarrying activities were not operating divided by the number of days in the year (365), multiplied by the 2020-21 special charge.

### Criteria for granting concession

Council may grant this concession on the basis that the activity occurring on the rateable land (where the activity is the reason for the special charge which has been levied) is presently dormant and the payment of the special charge could cause hardship to the ratepayers for each of the subject assessments.

## COST RECOVERY FEES

Section 97 of the *Local Government Act 2009* empowers the Council to fix, by local law or resolution, a cost recovery fee for any of the following:

- (a) an application for the issue or renewal of a licence, permit, registration or other approval under a "*Local Government Act*" (as defined in Schedule 4 of the *Local Government Act 2009*) (an **application fee**)
- (b) recording a change of ownership of land
- (c) giving information kept under a *Local Government Act*
- (d) seizing and securing property or animals under a *Local Government Act*, or
- (e) performing another responsibility imposed on Council as local government, under the *Building Act 1975* or the *Plumbing and Drainage Act 2002*.

Council will set its cost-recovery fees at no more than the cost to Council of taking the action for which the fee is charged.

Section 98 of the *Local Government Act 2009* requires Council to keep a register of its cost-recovery fees.

## COMMERCIAL CHARGES

Sections 9 (*Powers of local governments generally*) and 262 (*Powers in support of responsibilities*) of the *Local Government Act 2009* empower Council, to charge for supplying a service or facility it supplies that is not a service or facility for which it may fix a cost-recovery fee.

A commercial charge will be made where Council is prepared to provide a service and the other party to the transaction can choose whether to avail itself of the service. Though many commercial charges may be set by resolution at its budget meeting, Council may delegate the power to impose or agree to other such charges (and the delegation/s will be recorded in the Delegations Register).



# Western Downs Regional Council - 2020-21 Revenue Statement

Commercial charges are subject to the Goods and Services Tax (GST).

Commercial charges may be reviewed by Council at any time and will be recorded with the Register of Cost Recovery Fees as a listing of commercial charges.

The nature, level and standard of the entitlement, facility or service is considered by Council in the setting of commercial charges. Central to deliberations on these matters is Council's community service obligation and the principle of social equity.

The principle of "user pays" is considered only where the provision of a service, entitlement or facility may be in direct competition with private enterprise.

## **Gas Charges - Commercial charges**

Council operates a reticulated natural gas network within the Dalby town area. Council also provides a liquid petroleum gas (LPG) supply service to a limited number of customers within the Dalby town area.

Council charges for every megajoule (Mj) of gas used based on official meter readings. Gas meters record usage in meters cubed (m3) which is converted to megajoules for billing purposes. Meters are read, and accounts are issued quarterly for domestic users and monthly for commercial users.

Charges payable will include:

- (a) a natural gas charge, calculated by multiplying consumption by the relevant rate applicable to that consumption
- (b) a monthly supply charge, and
- (c) a connection/reconnection fee.

Council's pricing structure for domestic users and commercial/industrial users is as follows:

- (a) Supply Charge - \$20.88 per month
- (b) First 20,000 Mj consumed per month or first 60,000 Mj consumed per quarter - \$0.0418 per Mj
- (c) Next 30,000 Mj consumed per month or next 90,000 Mj consumed per quarter - \$0.0385 per Mj
- (d) greater than 50,000 Mj per month or 150,000 Mj per quarter - \$ 0.0334 per Mj

Council may enter individual contracts for high consumers of natural gas. These contracts are negotiated, and these users are not subject to the above price structure.

In addition to charges for the sale of reticulated natural gas, a customer may incur other Council charges (such as an account establishment fee, site call out fee, disconnection charge, and dishonoured fee) that are incidental to the sales of reticulated natural gas.

### **Setting Gas Charges**

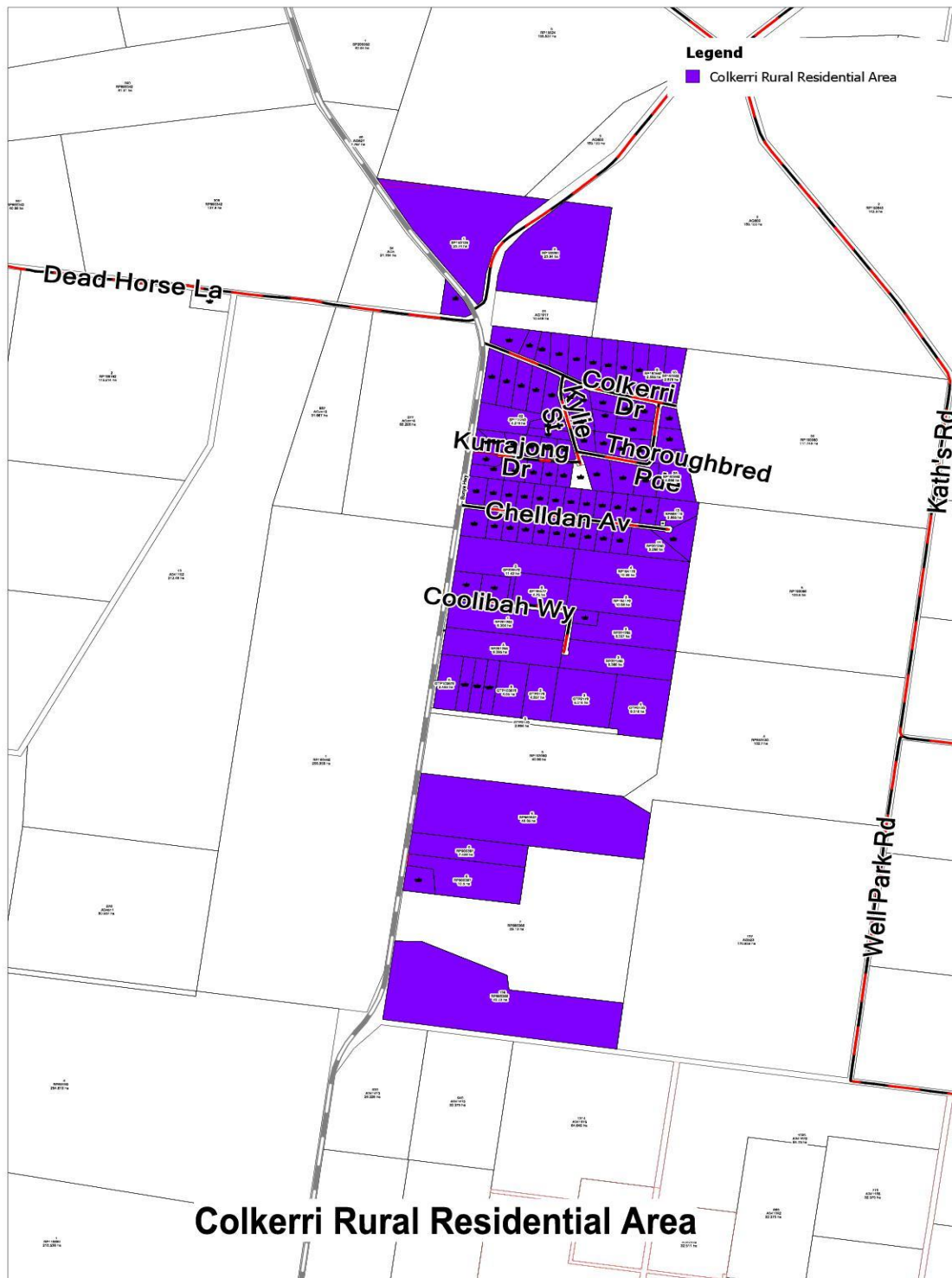
Council will, at its annual budget meeting, adopt the following gas charges:

- (a) a monthly supply
- (b) standard volumetric consumption charges for each tier, and
- (c) a connection/reconnection fee.

### **Changes to Gas Charges**

Customers will be notified as soon as practicable of any changes to the charge schedule. Any changes will be published on Council's website and customers will be notified no later than the date of their next account.

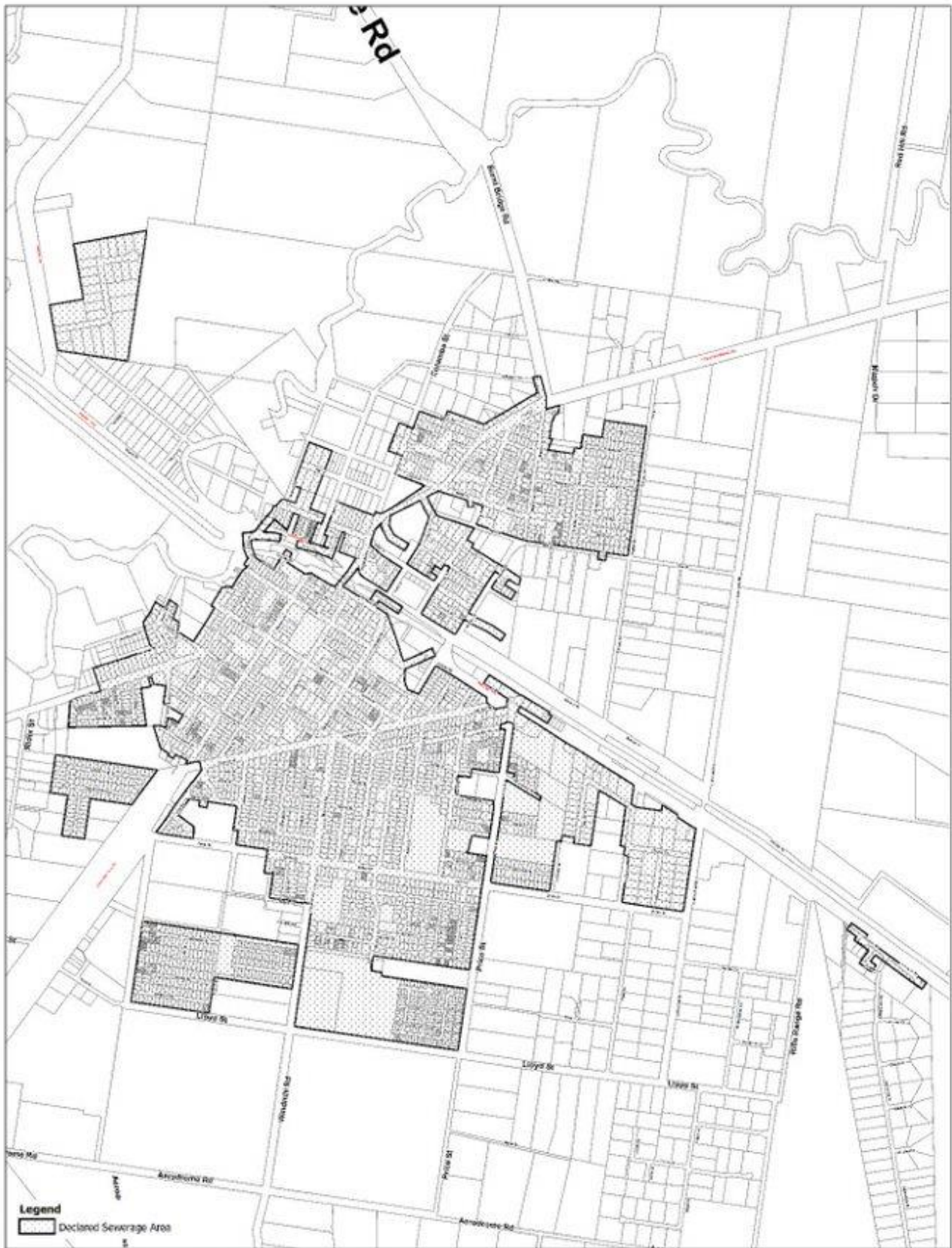
## APPENDIX A - Colkerri Rural Residential Area







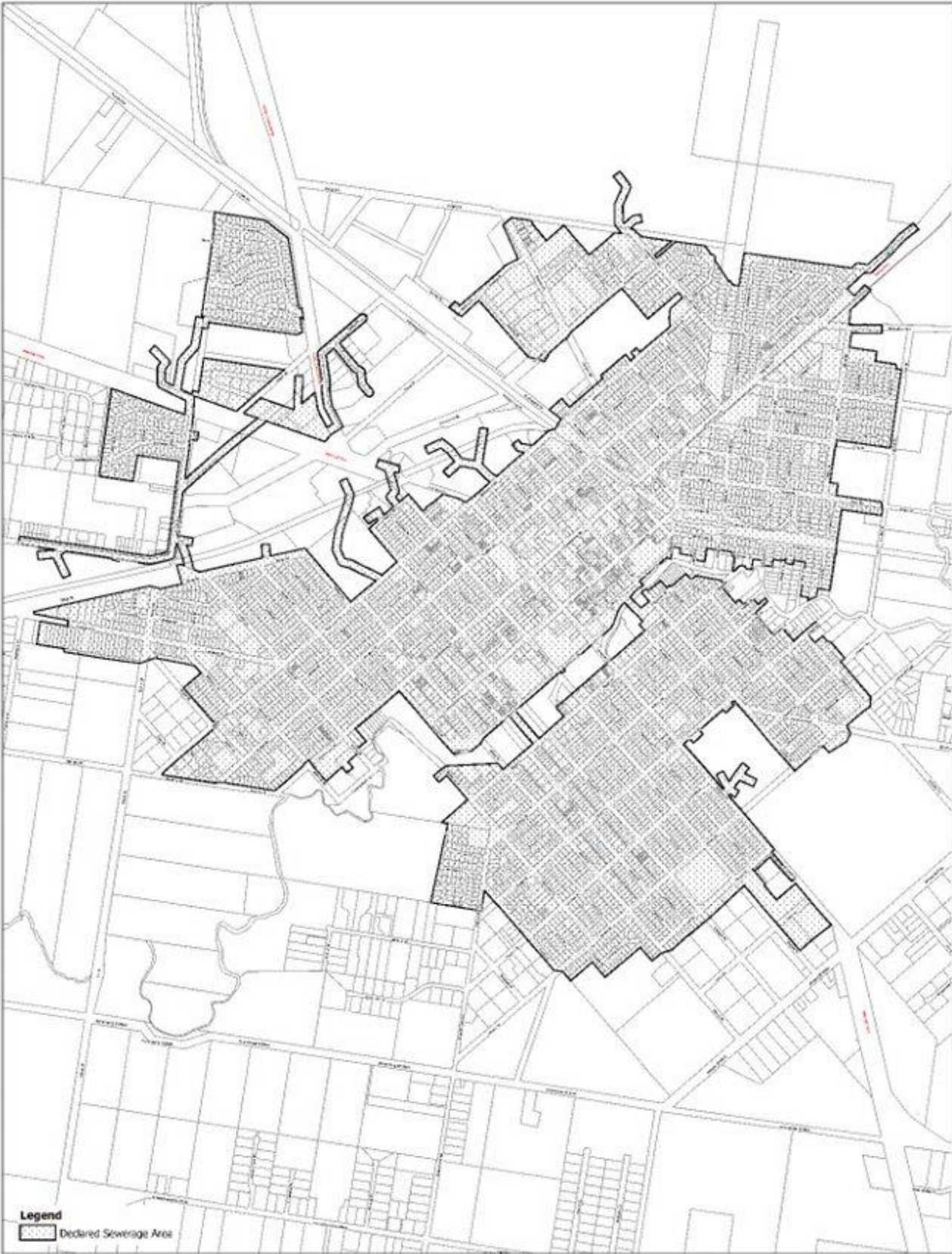
# Western Downs Regional Council - 2020-21 Revenue Statement



Western Downs Regional Council  
2020-21 Revenue Statement  
Declared Sewerage Area 2020  
Chinchilla  
Ref: 20200507 Date: 07/05/2020

## Declared Sewerage Area 2020 Chinchilla





Declared Sewerage Area 2020  
Dalby



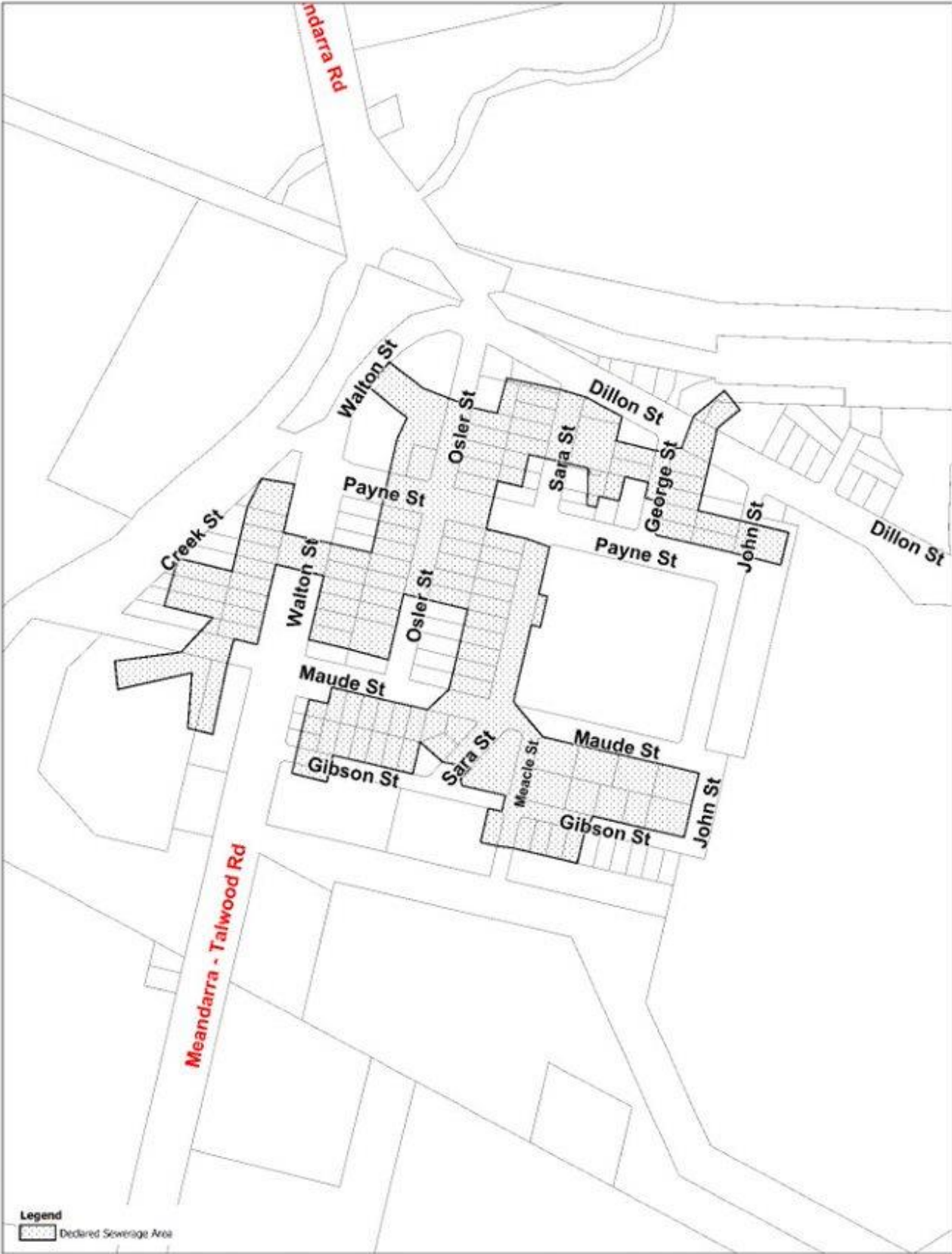
Western Downs Regional Council  
 2020-21 Revenue Statement  
 Declaration of Sewerage Area 2020  
 This map is a declaration of the sewerage area for the Dalby sewerage treatment plant. It is a legal document and should be read in conjunction with the Council's 2020-21 Revenue Statement.  
 Ref: 20200607 Date: 07/05/2020





Western Downs Regional Council  
 2020-21 Revenue Statement  
 Page 144 of 501

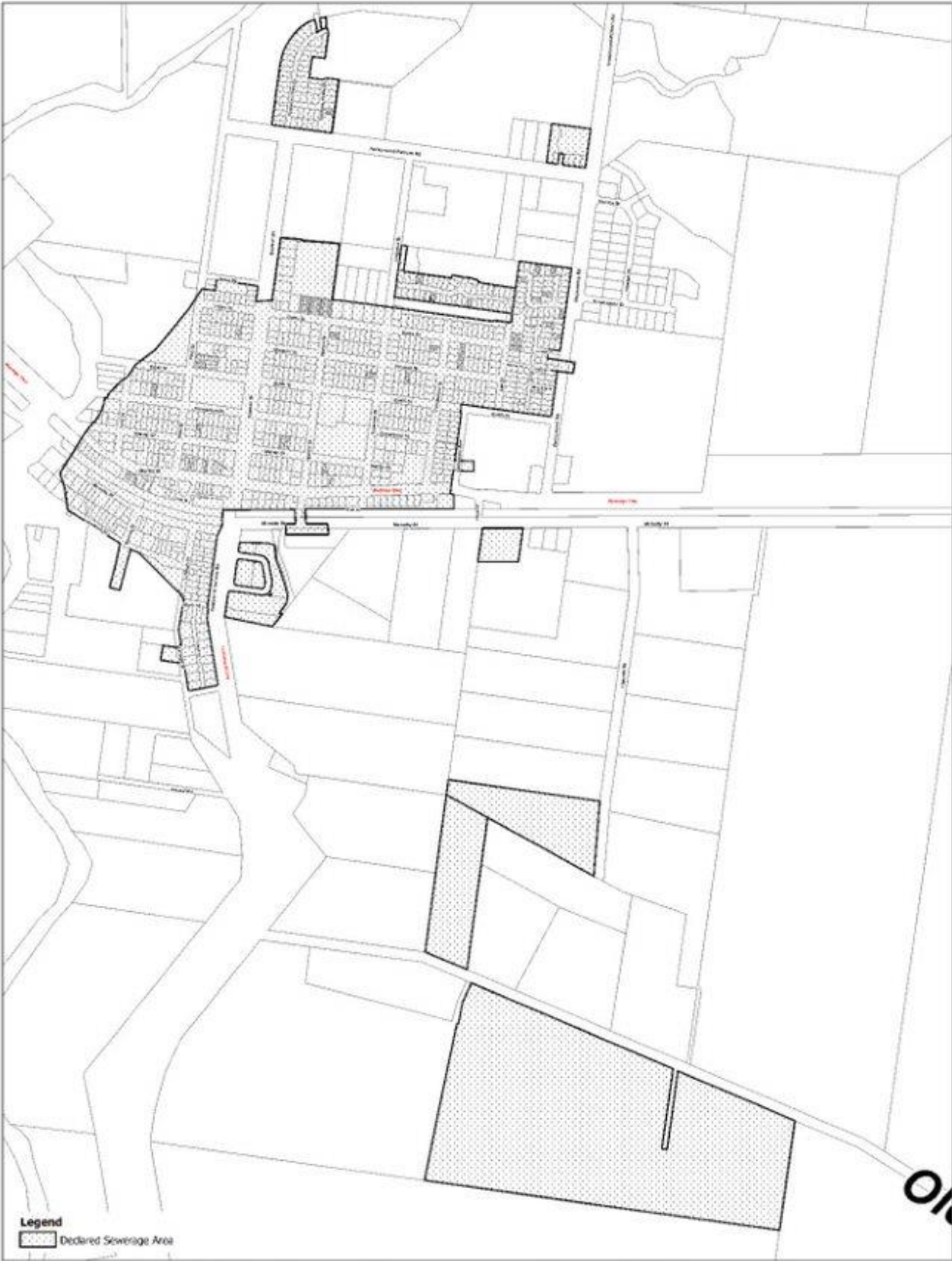




Declared Sewerage Area 2020  
Meandarra



Western Downs Regional Council  
2020-21 Revenue Statement  
Page 145 of 501  
Date: 07/05/2020



Western Downs Regional Council  
400 Pitt Street, Toowoomba  
Queensland 4360  
Phone: (07) 3366 1111  
Fax: (07) 3366 1112  
Email: [info@wdrc.qld.gov.au](mailto:info@wdrc.qld.gov.au)  
Website: [www.wdrc.qld.gov.au](http://www.wdrc.qld.gov.au)  
Ratified 2020/05/07 Date: 07/05/2020



This map illustrates the Dedared Sewerage Area within the City of York. The area is shaded in light blue and is bounded by a thick black line. The map shows a network of streets, including Old Hospital Rd, Showground Rd, Wilson St, and Morone Rd. Other streets shown include Bilton St, Miller St, Day St, Naughton St, Scottscombe St, Porter St, Adams St, and Fry St. The map also shows the locations of several residential areas, including Bilton St, Miller St, Day St, Naughton St, Scottscombe St, Porter St, Adams St, and Fry St. The map is oriented with North at the top.

**Legend**

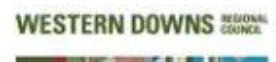
- Dedared Sewerage Area

**WESTERN DOWNS** REGIONAL COUNCIL

# Western Downs Regional Council - 2020-21 Revenue Statement



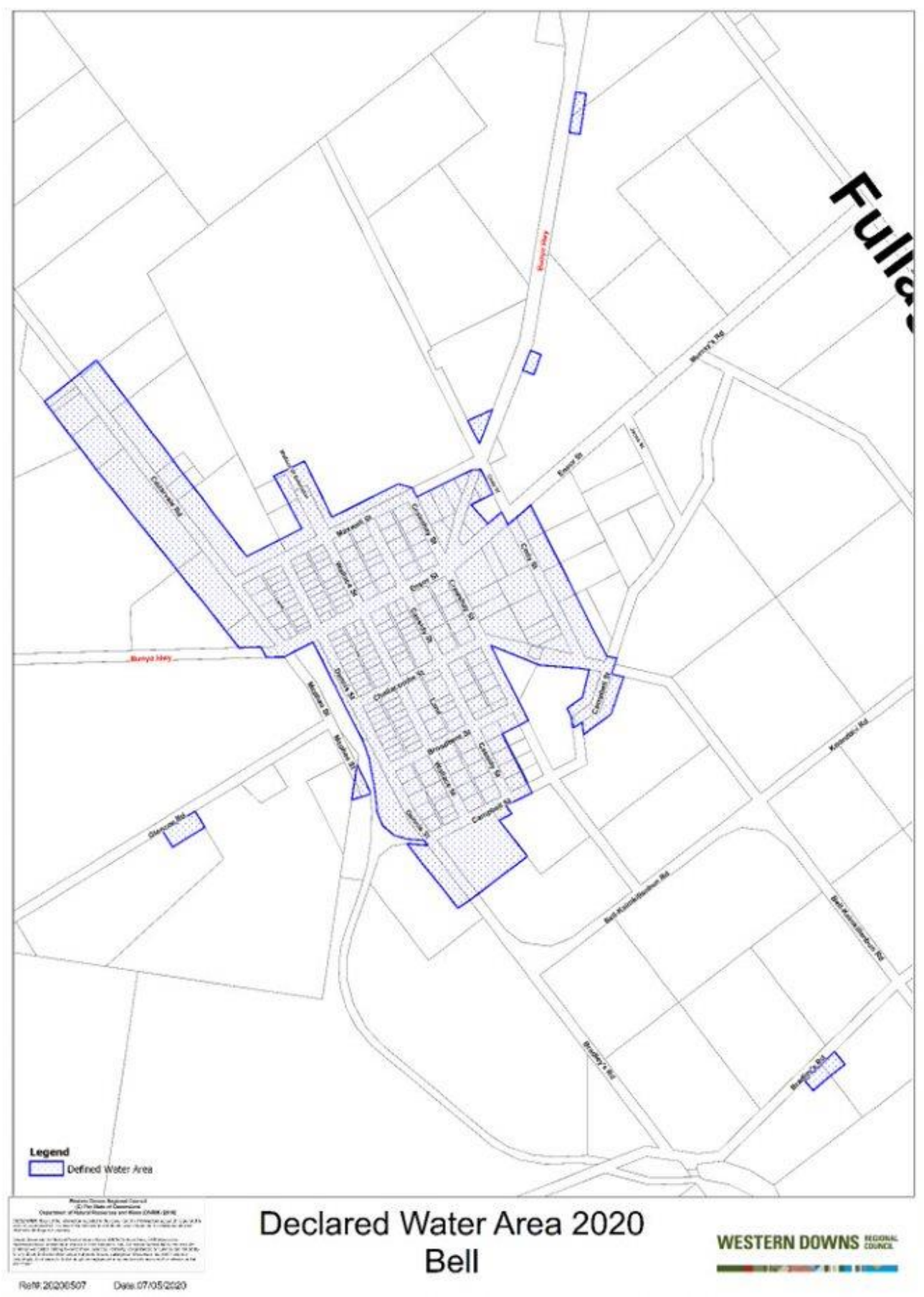
## Declared Sewerage Area 2020 Wandoan

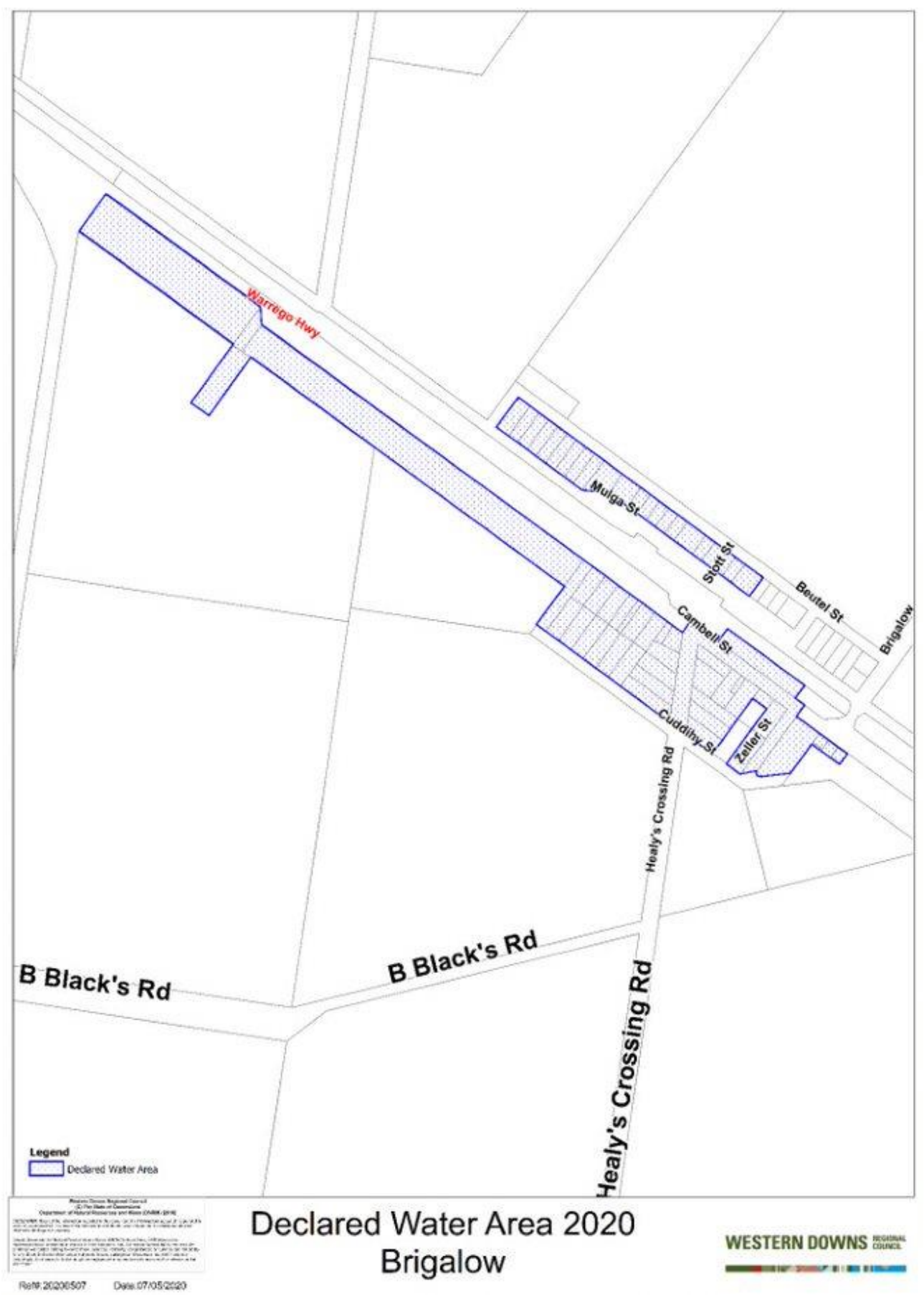


Western Downs Regional Council  
 2020-21 Revenue Statement  
 Prepared by: [Name]  
 Date: 07/05/2020  
 Ref: 20200607

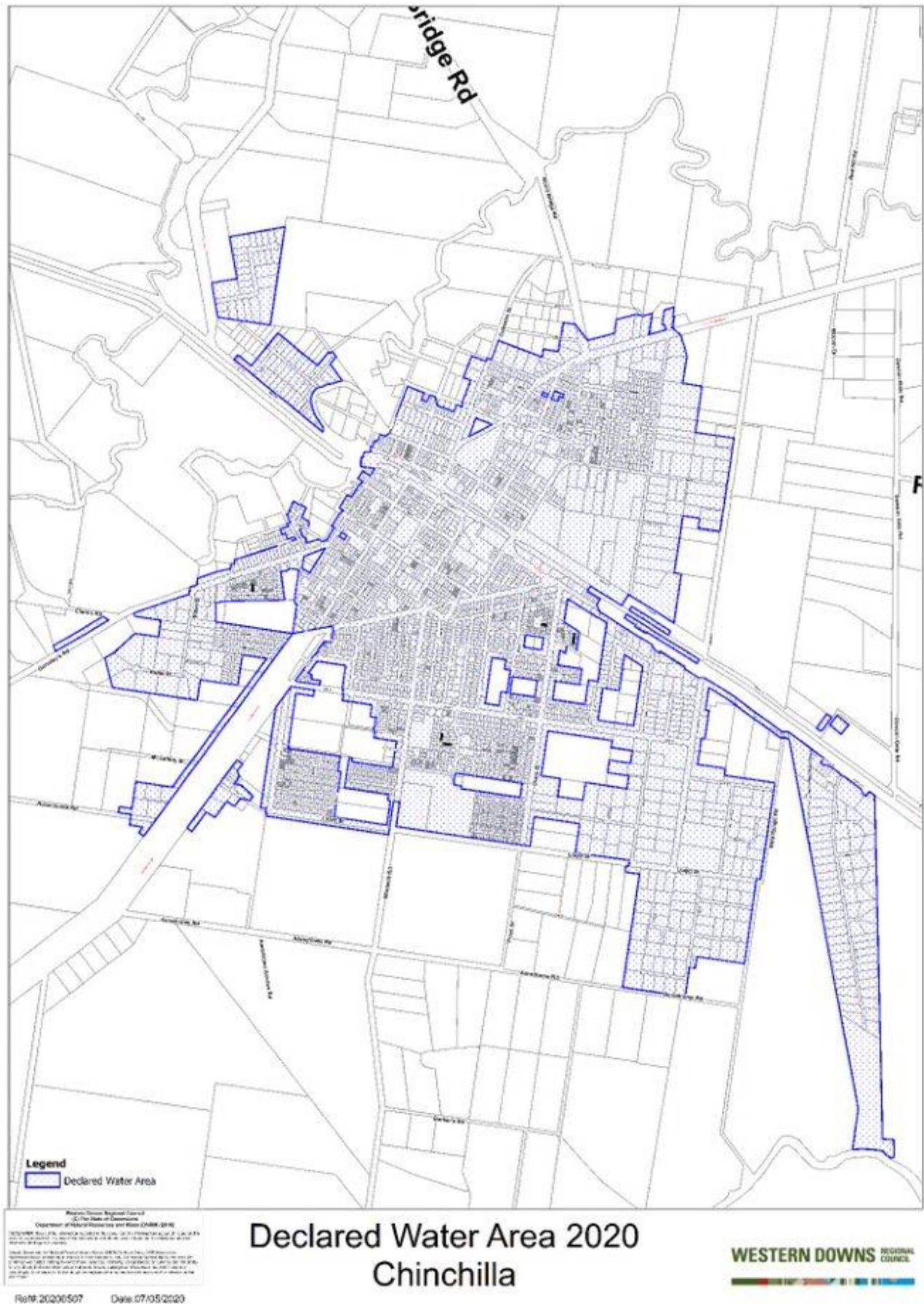


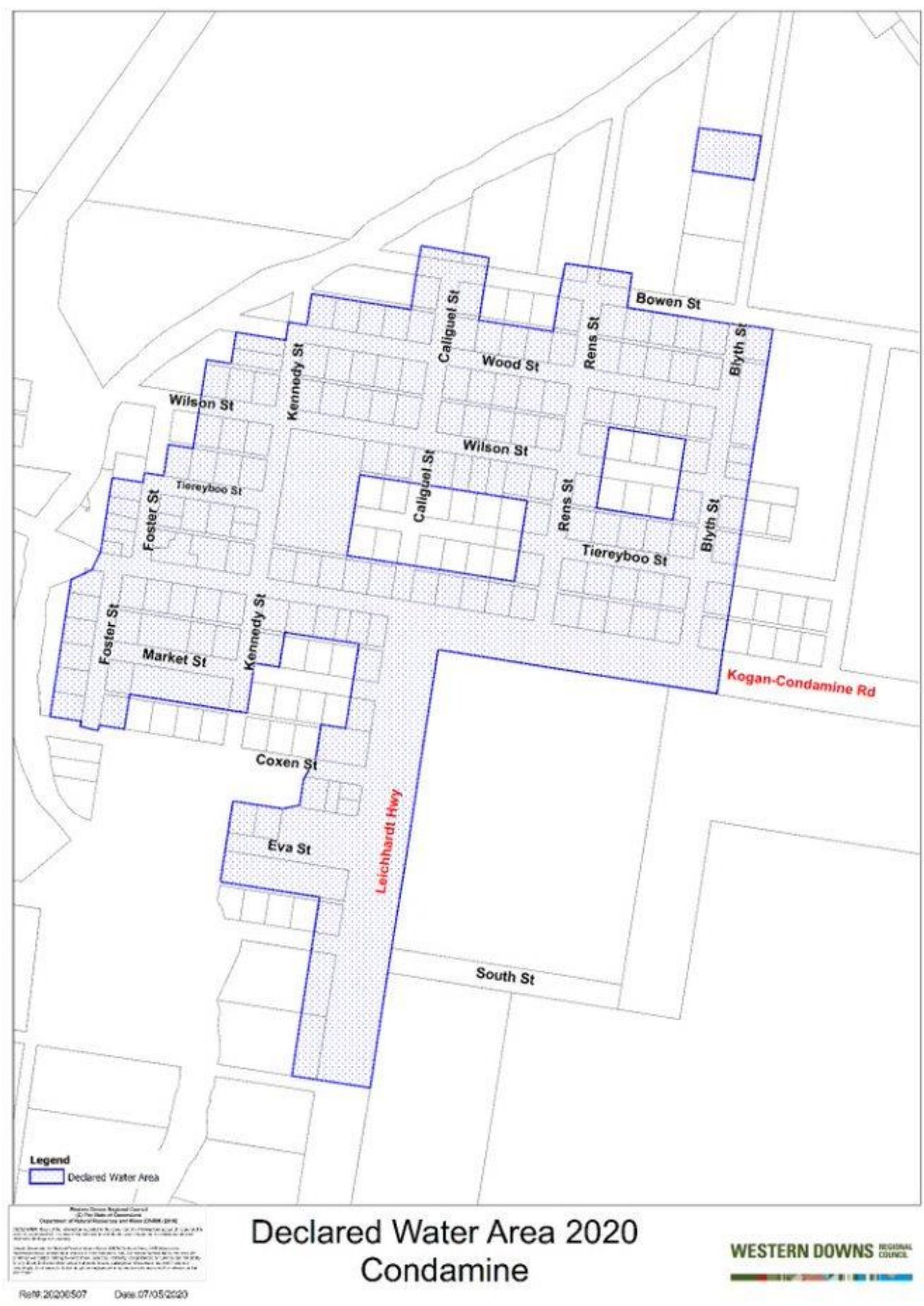
## APPENDIX C – Declared Water Supply Areas



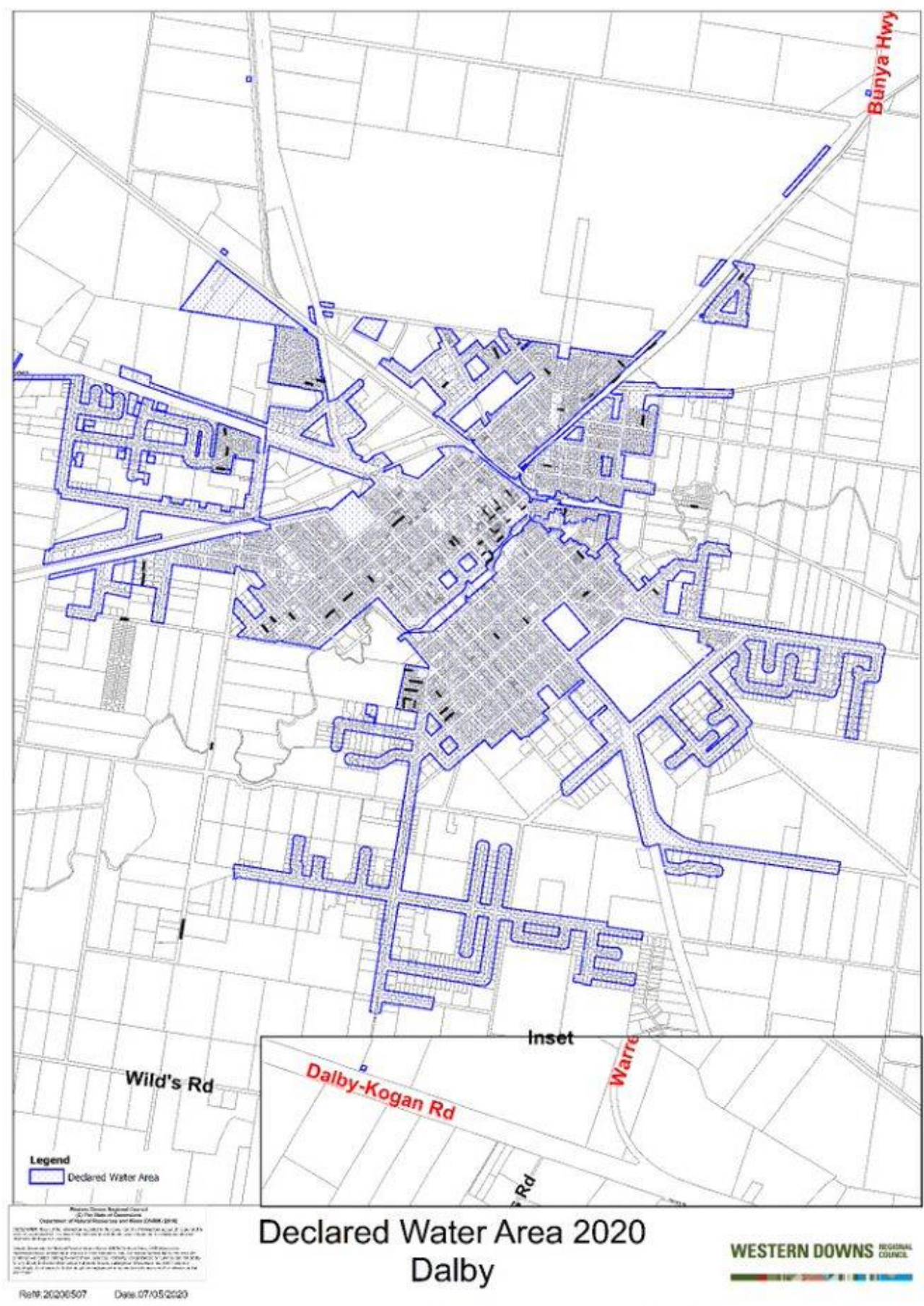


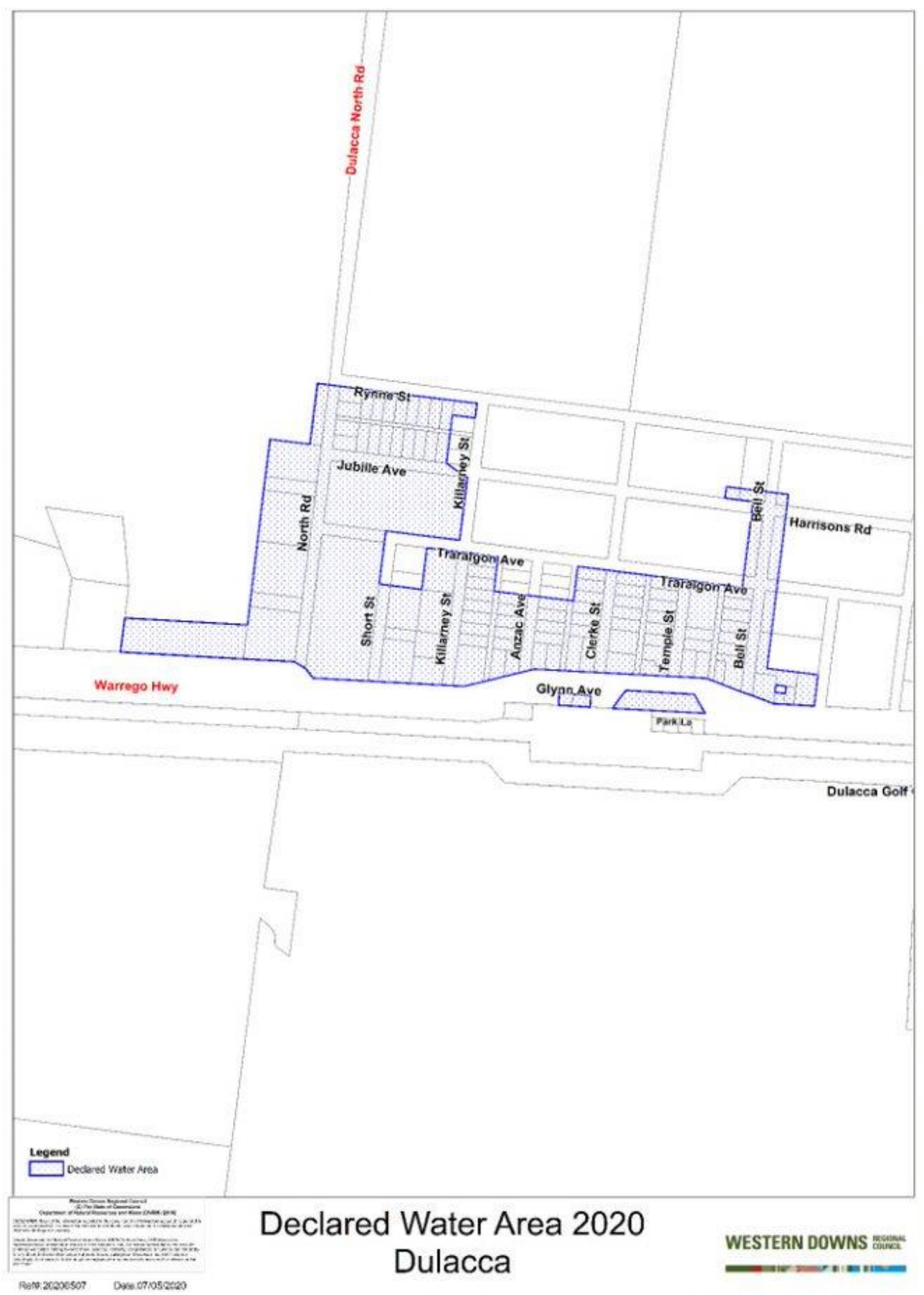


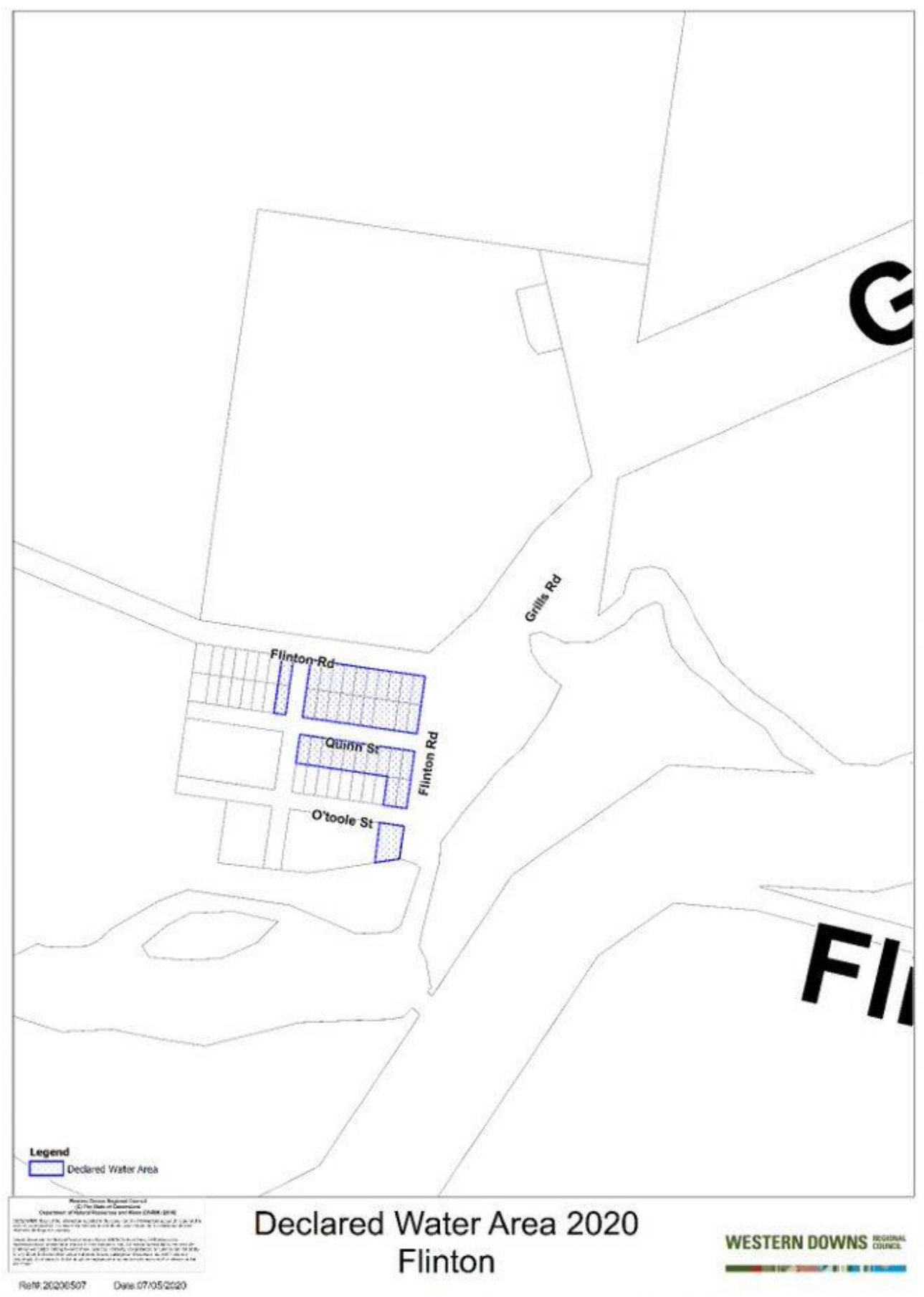




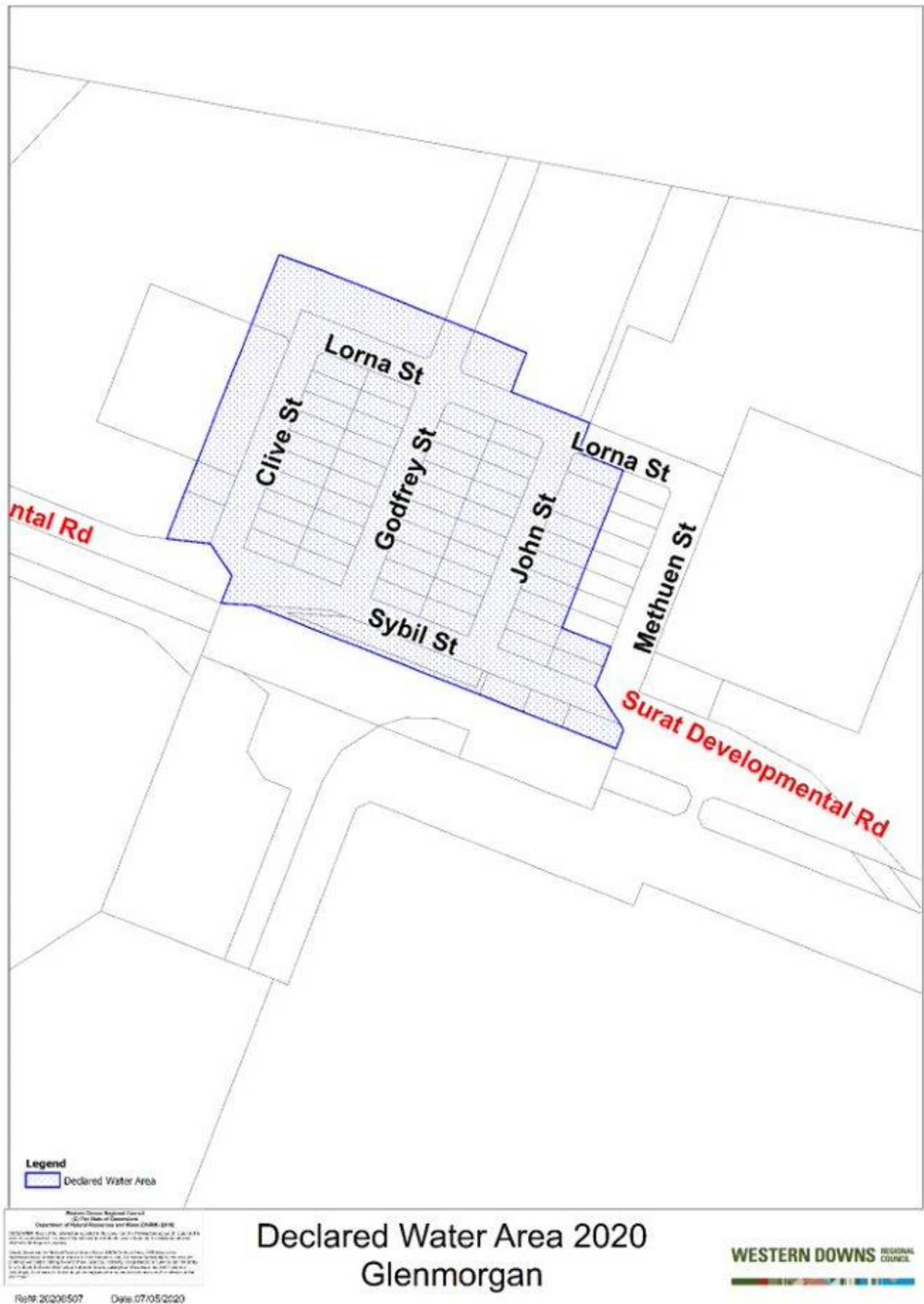


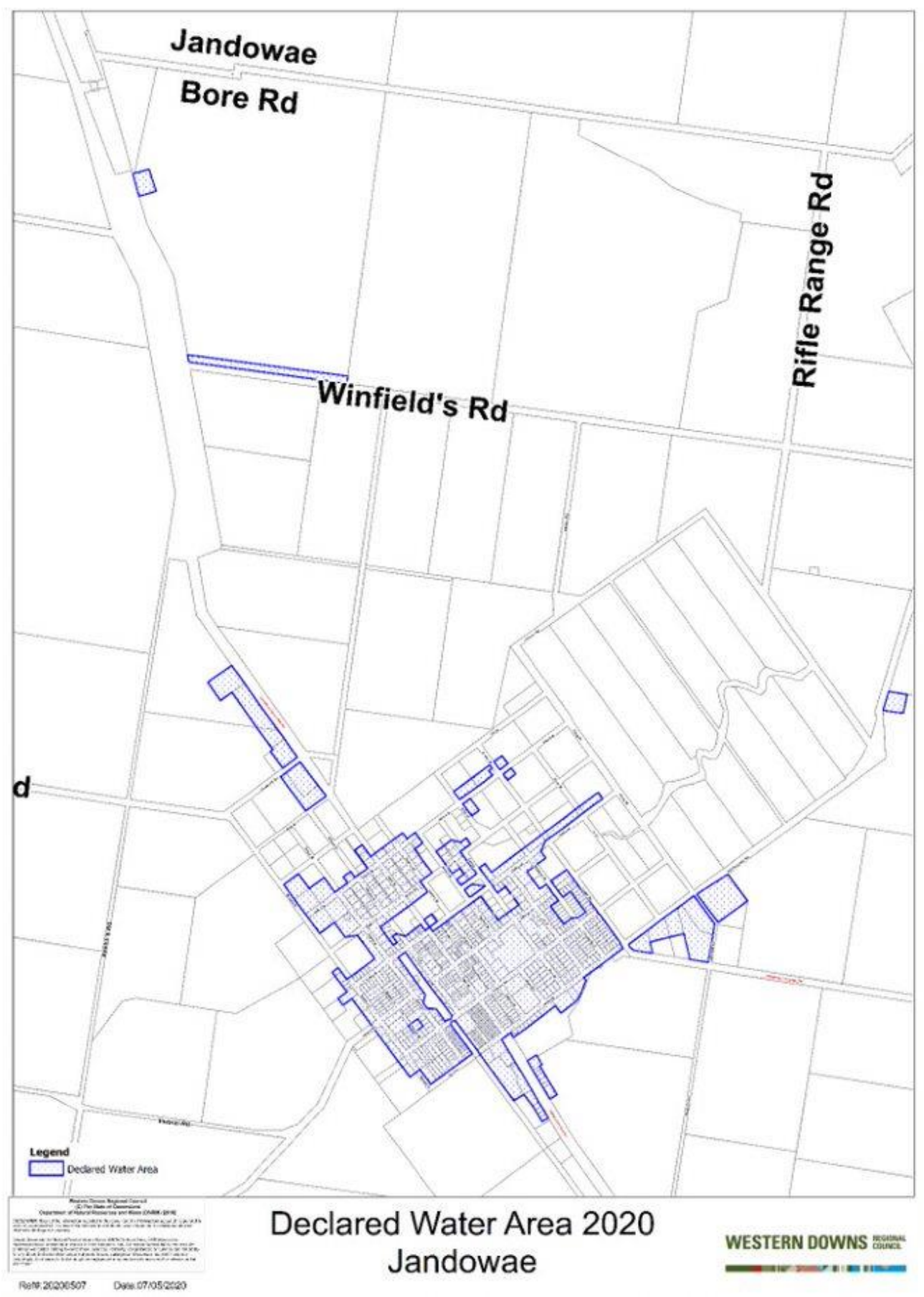


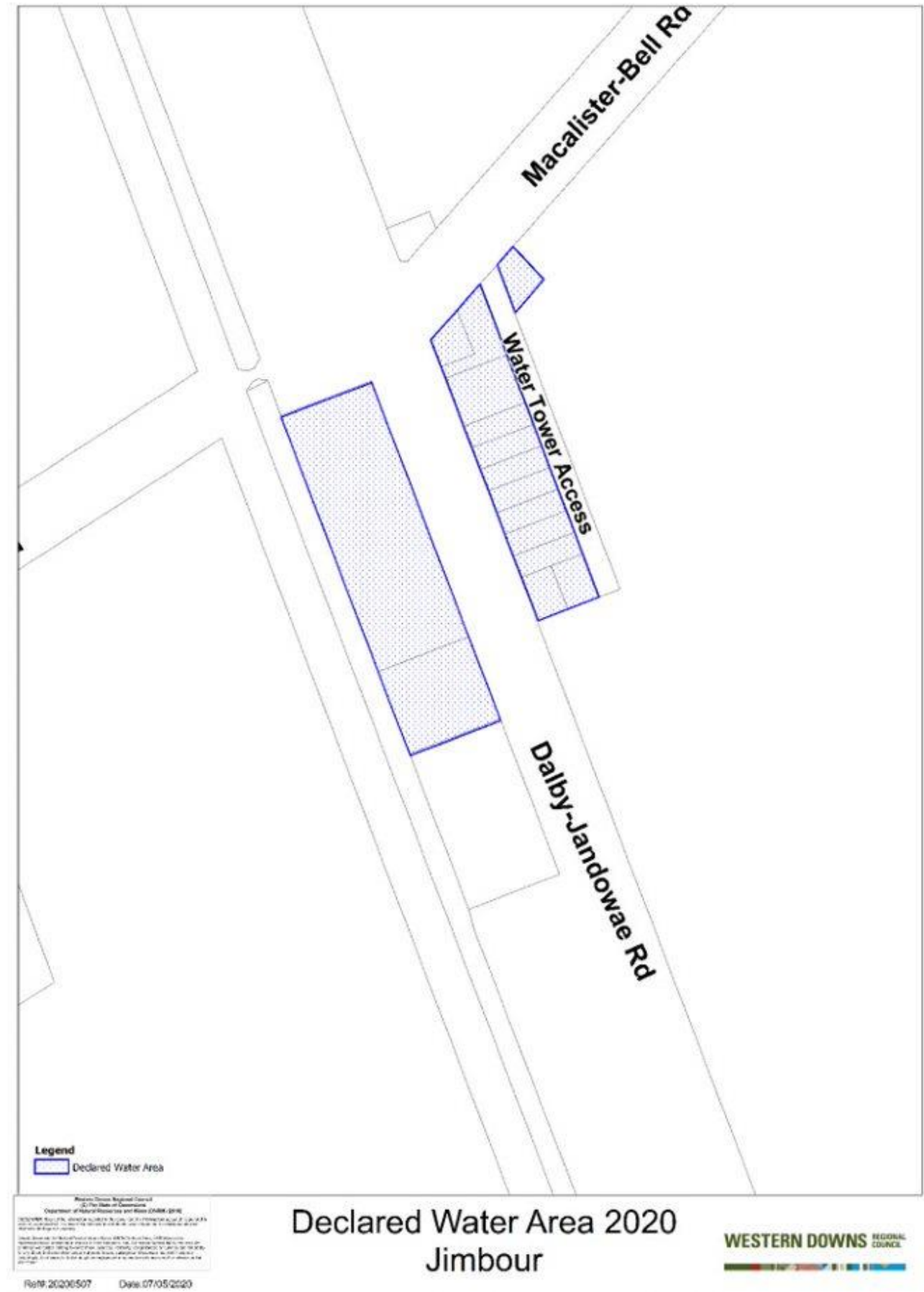


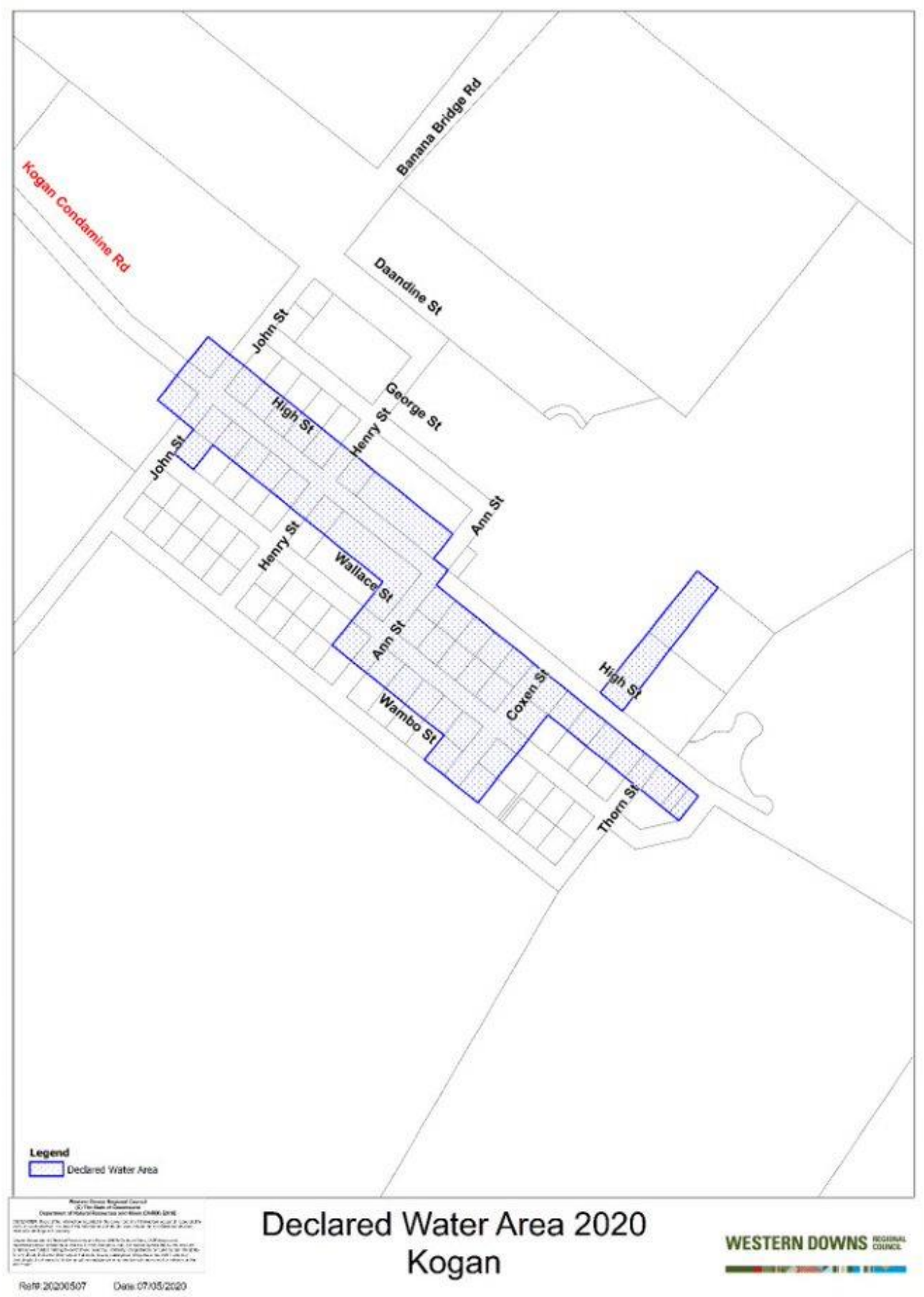












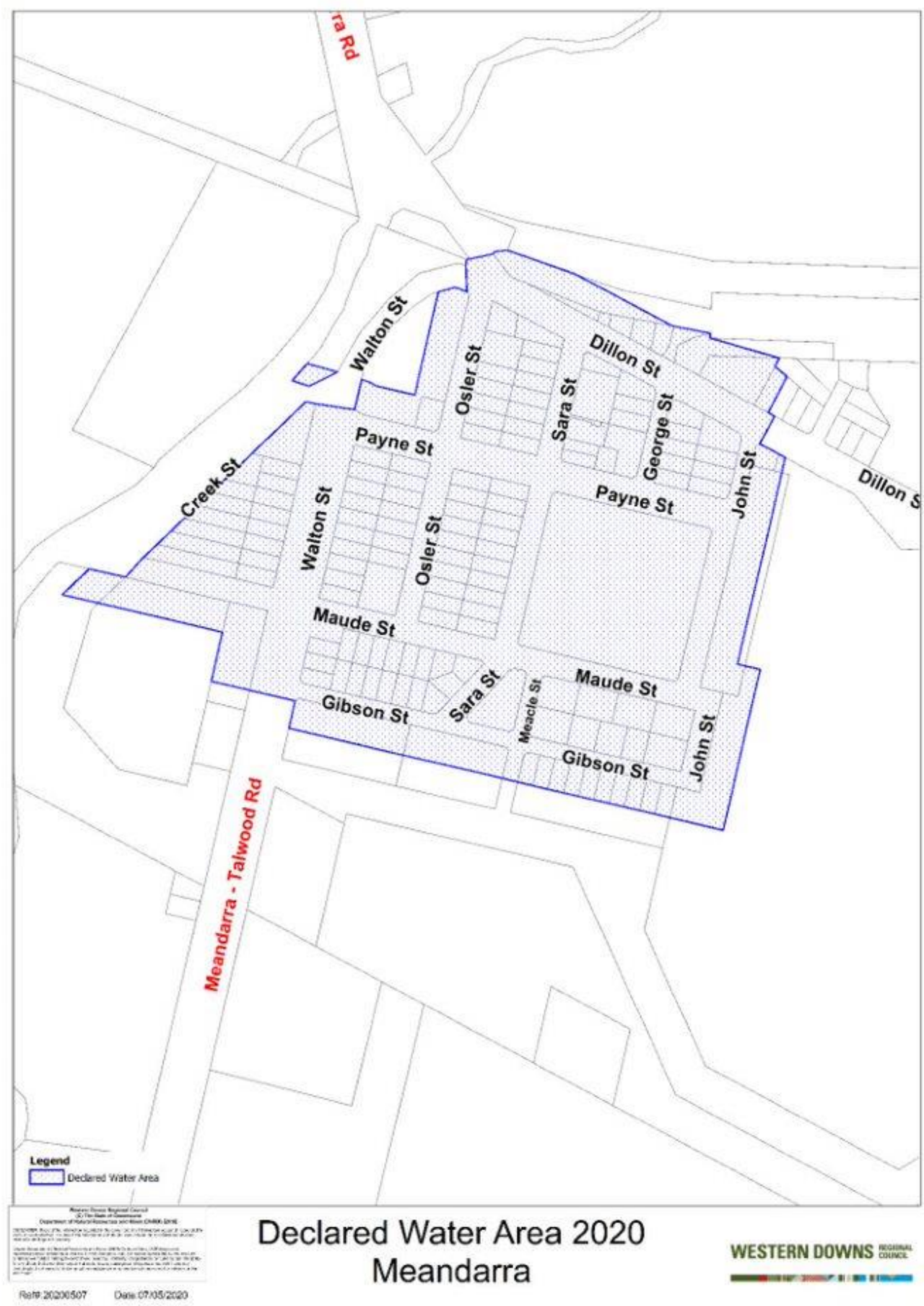


**Declared Water Area 2020**  
**Kaimkillenbun**

**Legend**  
Declared Water Area

**WESTERN DOWNS REGIONAL COUNCIL**

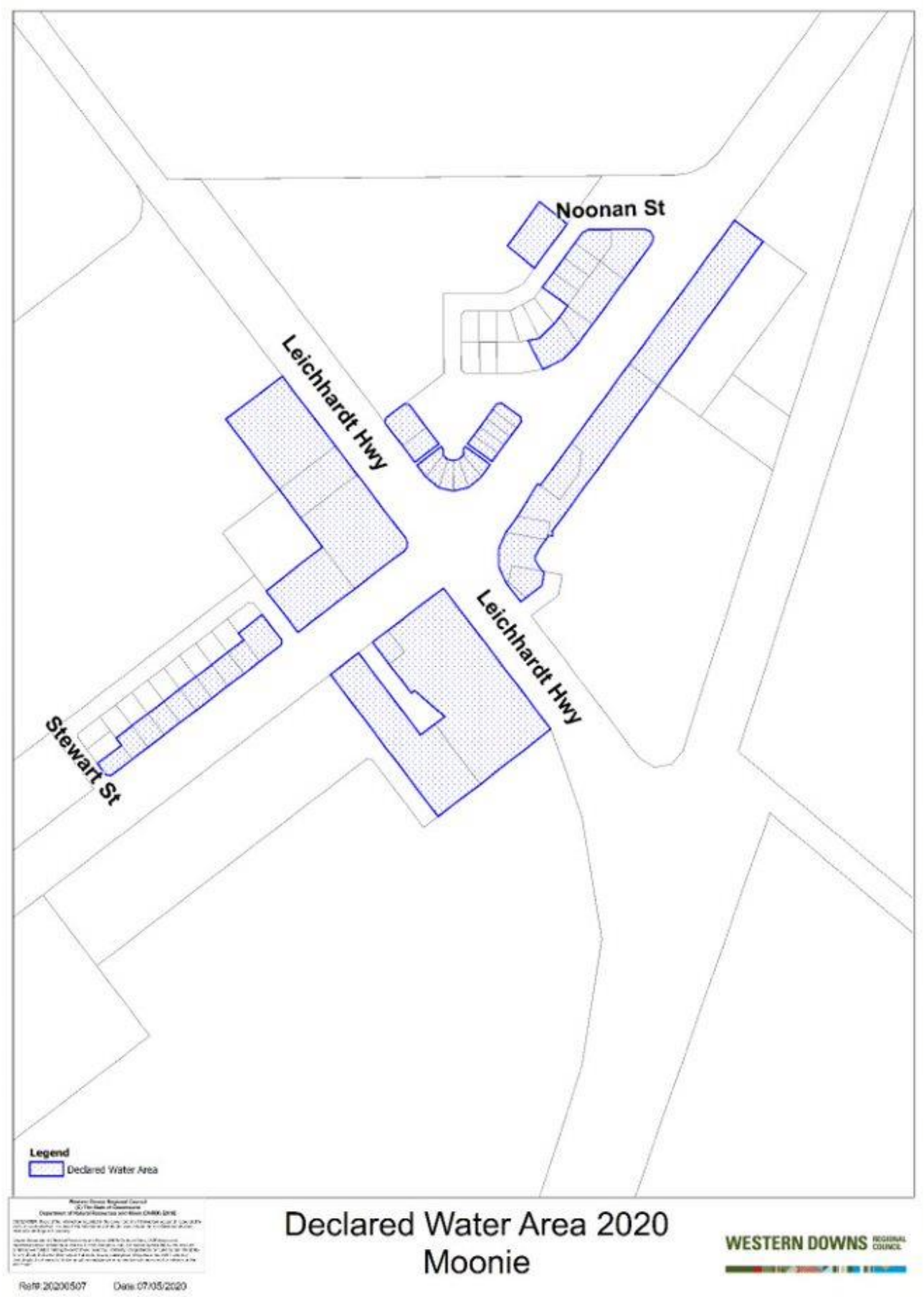
Report 20200507 Date 07/05/2020



# Western Downs Regional Council - 2020-21 Revenue Statement

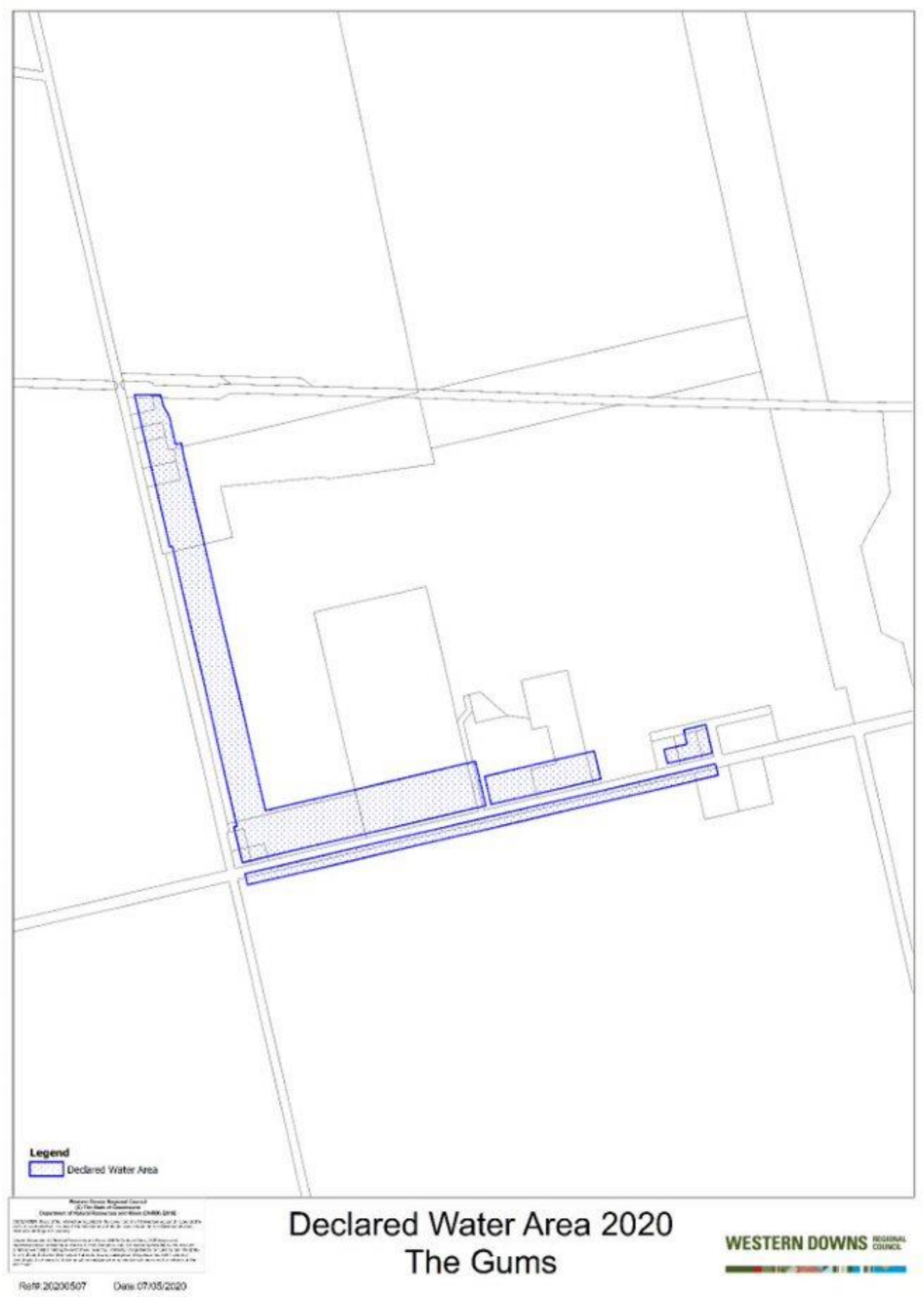












**Legend**

Declared Water Area

**Declared Water Area 2020 Wandoon**

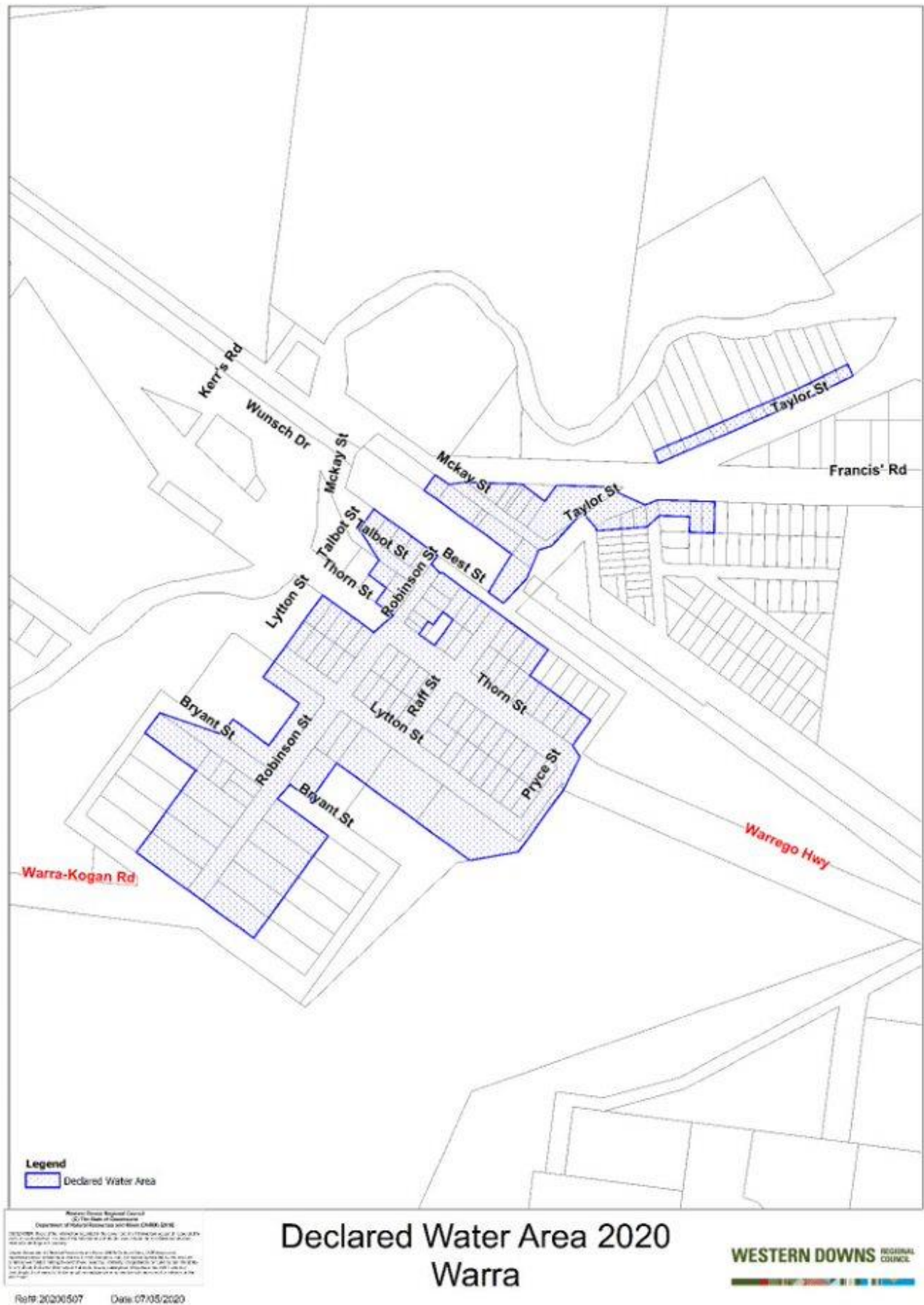
Western Downs Regional Council  
 100 The Esplanade, Wandoon NSW 2682  
 Telephone: (08) 9471 1111 Fax: (08) 9471 1112  
 Email: info@western-downs.nsw.gov.au  
 Website: www.western-downs.nsw.gov.au

Scale: 1:50,000  
 Date: 07/05/2020

**WESTERN DOWNS** REGIONAL COUNCIL



# Western Downs Regional Council - 2020-21 Revenue Statement



**Legend**

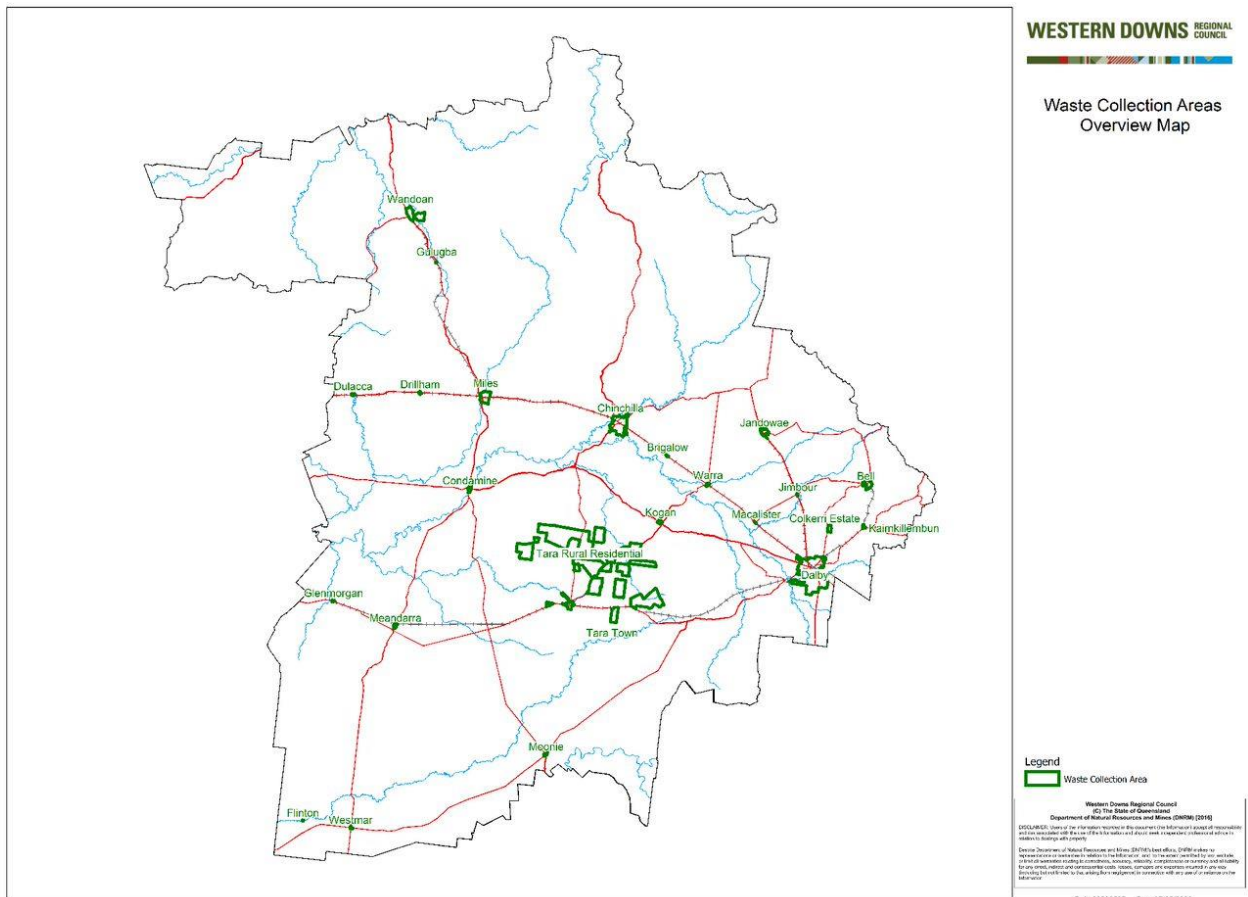
Declared Water Area

**Declared Water Area 2020**  
**Westmar**

**WESTERN DOWNS REGIONAL COUNCIL**

Ref# 20200507 Date 07/05/2020

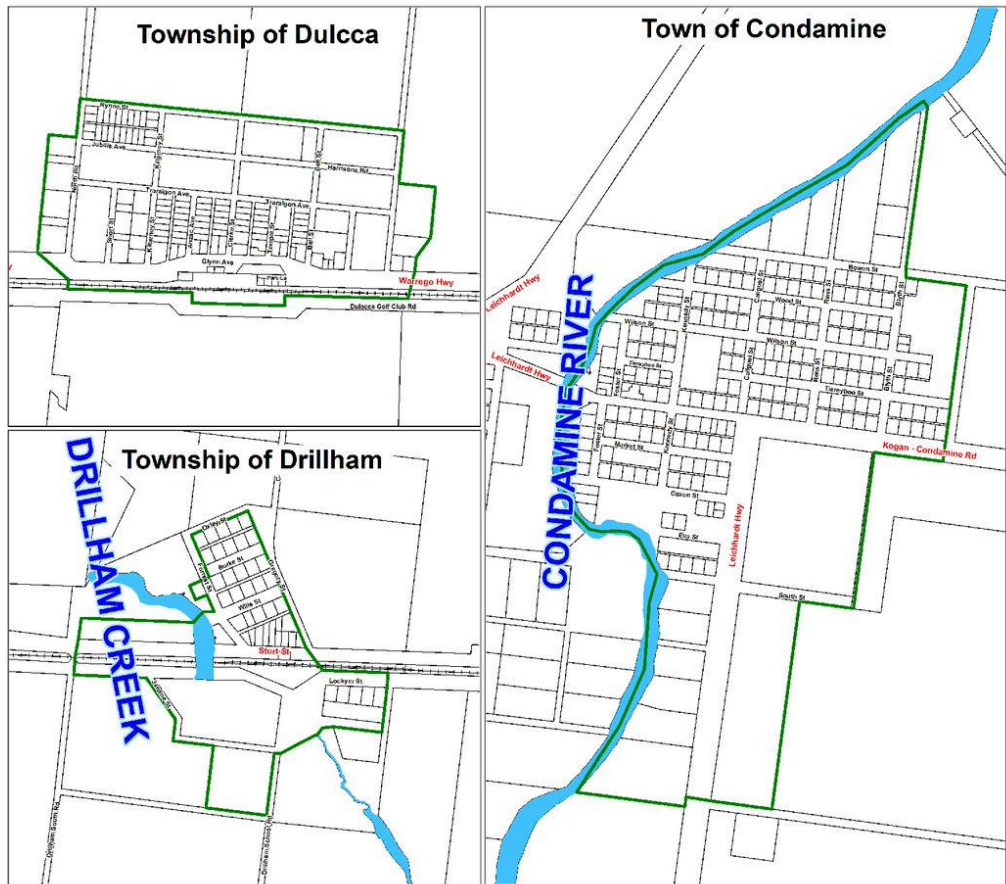
## APPENDIX D – Declared Waste Collection Service Areas







# Western Downs Regional Council - 2020-21 Revenue Statement

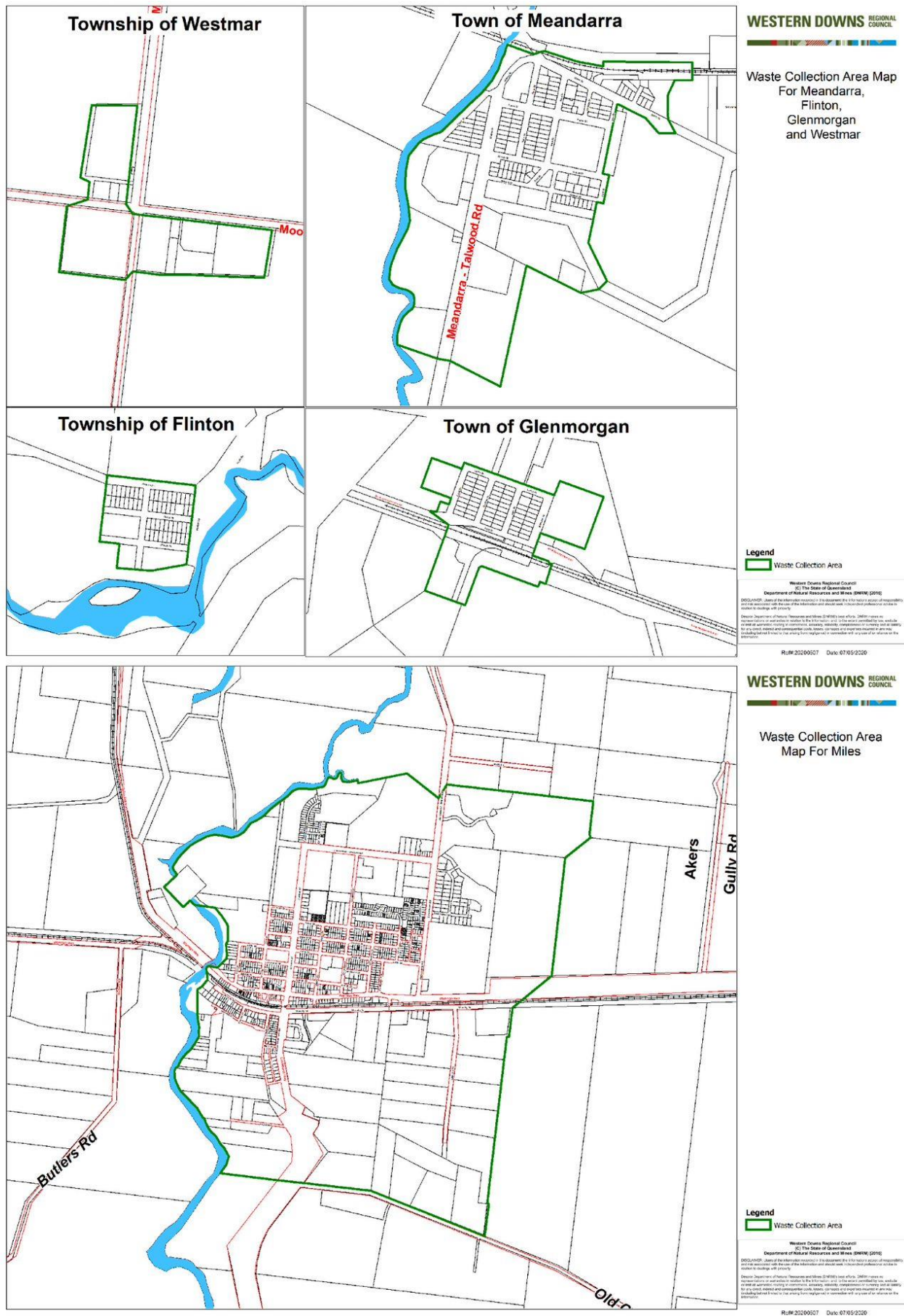


# Western Downs Regional Council - 2020-21 Revenue Statement

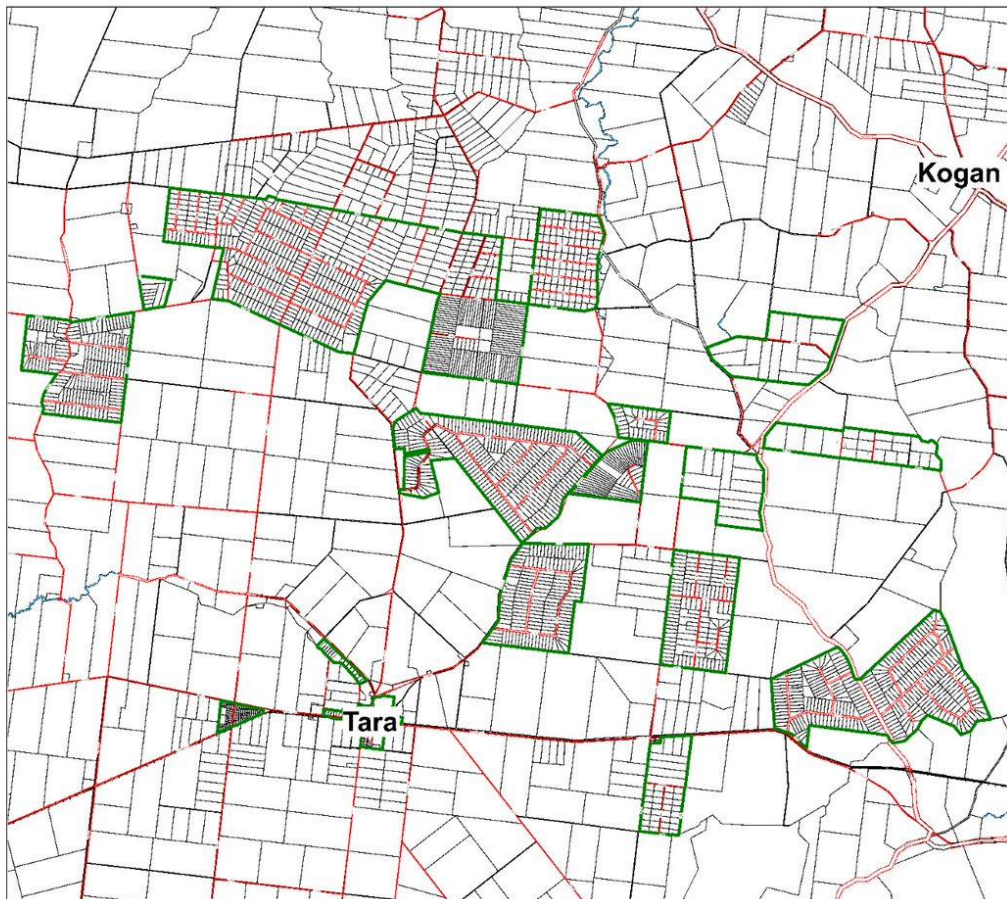




# Western Downs Regional Council - 2020-21 Revenue Statement

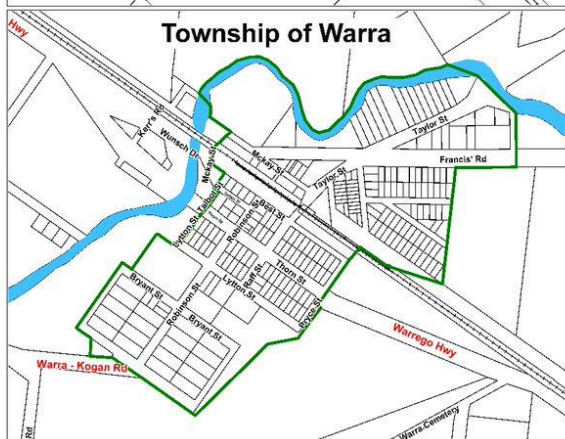
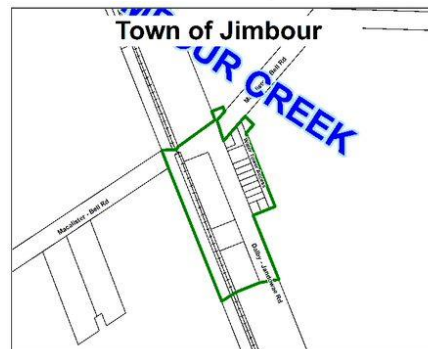
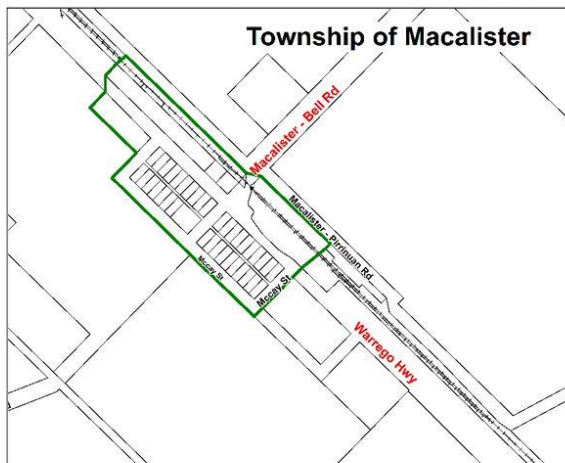
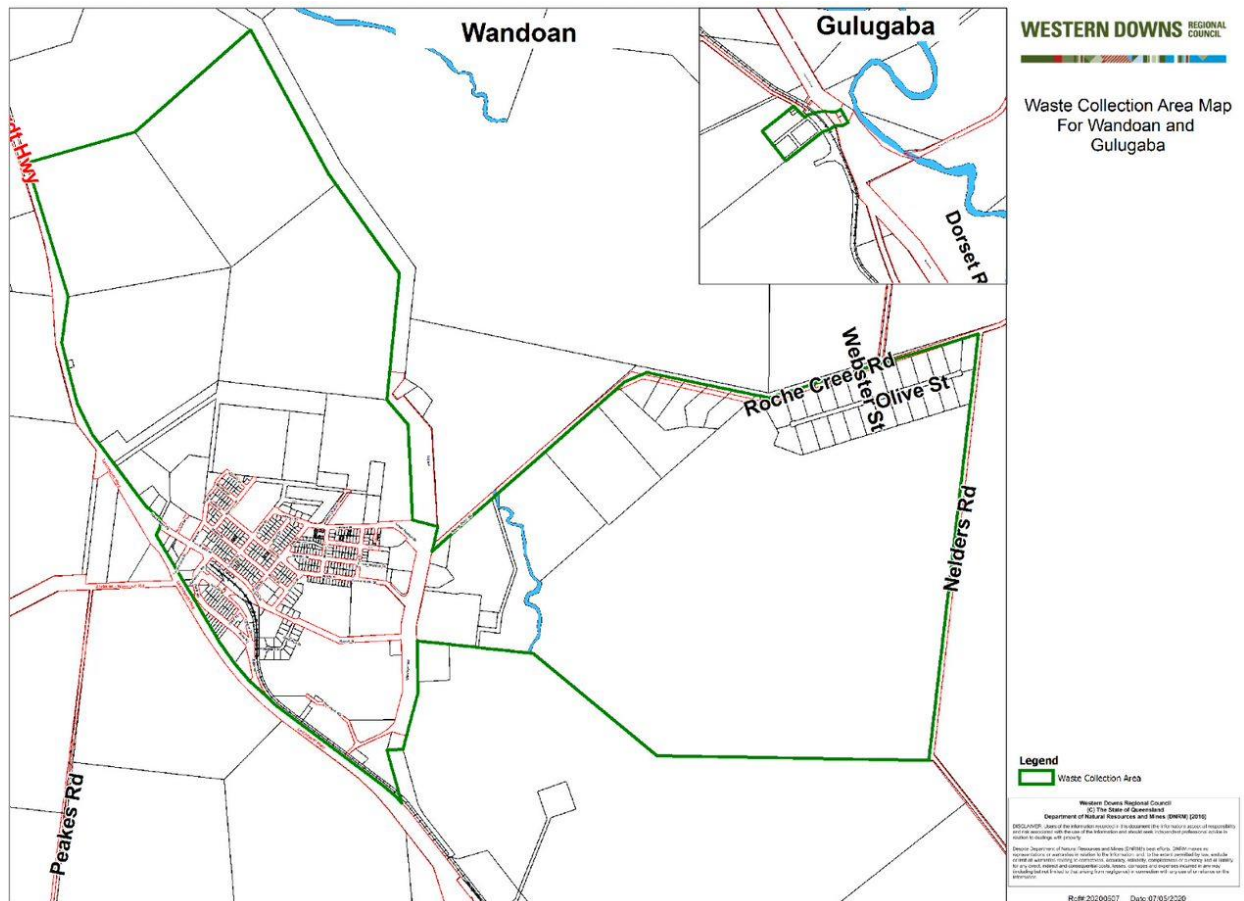


# Western Downs Regional Council - 2020-21 Revenue Statement





# Western Downs Regional Council - 2020-21 Revenue Statement



Rates Code 1 - Residential Group				
Category	Category Description		Rate in \$	Minimum
1/30	General Rates Residential	Residential - Locality of Dalby	\$ 0.019586	\$ 903.00
1/31	General Rates Residential	Residential - Locality of Chinchilla	\$ 0.045824	\$ 903.00
1/32	General Rates Residential	Residential - Locality of Miles	\$ 0.049486	\$ 811.00
1/33	General Rates Residential	Residential - Locality of Wandoan	\$ 0.043376	\$ 776.00
1/34	General Rates Residential	Residential - Locality of Jandowae	\$ 0.018528	\$ 683.00
1/35	General Rates Residential	Residential - Locality of Tara	\$ 0.021082	\$ 683.00
1/36	General Rates Residential	Residential - Other Locality	\$ 0.010138	\$ 637.00
1/40	General Rates Residential	Res - Locality of Dalby Developer	\$ 0.011752	\$ -
1/41	General Rates Residential	Res - Locality of Chinchilla Developer	\$ 0.027494	\$ -
1/42	General Rates Residential	Res - Locality of Miles Developer	\$ 0.029692	\$ -
1/43	General Rates Residential	Res - Locality of Wandoan Developer	\$ 0.026024	\$ -
1/44	General Rates Residential	Res - Locality of Jandowae Developer	\$ 0.011116	\$ -
1/45	General Rates Residential	Res - Locality of Tara Developer	\$ 0.012648	\$ -
1/46	General Rates Residential	Res - Other Locality Developer	\$ 0.006082	\$ -
1/50	General Rates Residential - Large Home Sites	Large Residential - Locality of Dalby	\$ 0.016064	\$ 903.00
1/51	General Rates Residential - Large Home Sites	Large Residential - Locality of Chinchilla	\$ 0.018908	\$ 903.00
1/52	General Rates Residential - Large Home Sites	Large Residential - Locality of Miles	\$ 0.014144	\$ 811.00
1/53	General Rates Residential - Large Home Sites	Large Residential - Locality of Wandoan	\$ 0.032164	\$ 776.00
1/54	General Rates Residential - Large Home Sites	Large Residential - Locality of Jandowae	\$ 0.009844	\$ 683.00
1/55	General Rates Residential - Large Home Sites	Large Residential - Locality of Tara	\$ 0.013274	\$ 683.00
1/56	General Rates Residential - Large Home Sites	Large Residential - Other Locality	\$ 0.010564	\$ 637.00
1/60	General Rates Residential - Large Home Sites	Large Residential - Developer Dalby	\$ 0.009638	\$ -
1/61	General Rates Residential - Large Home Sites	Large Residential - Locality of Chinchilla	\$ 0.011344	\$ -
1/62	General Rates Residential - Large Home Sites	Large Residential - Locality of Miles	\$ 0.008486	\$ -
1/63	General Rates Residential - Large Home Sites	Large Residential - Locality of Wandoan	\$ 0.019298	\$ -
1/64	General Rates Residential - Large Home Sites	Large Residential - Locality of Jandowae	\$ 0.005906	\$ -
1/65	General Rates Residential - Large Home Sites	Large Residential - Locality of Tara	\$ 0.007964	\$ -
1/66	General Rates Residential - Large Home Sites	Large Residential - Developer Other	\$ 0.006338	\$ -
1/70	General Rates Residential - Multi Unit	Multi Residential - Locality of Dalby	\$ 0.019358	\$ 903.00
1/71	General Rates Residential - Multi Unit	Multi Residential - Locality of Chinchilla	\$ 0.050992	\$ 903.00
1/72	General Rates Residential - Multi Unit	Multi Residential - Locality of Miles	\$ 0.052698	\$ 811.00
1/73	General Rates Residential - Multi Unit	Multi Residential - Locality of Wandoan	\$ 0.051114	\$ 776.00
1/74	General Rates Residential - Multi Unit	Multi Residential - Locality of Jandowae	\$ 0.035660	\$ 683.00
1/75	General Rates Residential - Multi Unit	Multi Residential - Locality of Tara	\$ 0.019660	\$ 683.00
1/76	General Rates Residential - Multi Unit	Multi Residential - Other Locality	\$ 0.010890	\$ 637.00
1/80	General Rate Vacant Other	Vacant Other - Locality of Dalby	\$ 0.018866	\$ 903.00
1/81	General Rate Vacant Other	Vacant Other - Locality of Chinchilla	\$ 0.030850	\$ 903.00
1/82	General Rate Vacant Other	Vacant Other - Locality of Miles	\$ 0.049486	\$ 811.00
1/83	General Rate Vacant Other	Vacant Other - Locality of Wandoan	\$ 0.043376	\$ 776.00
1/84	General Rate Vacant Other	Vacant Other - Locality of Jandowae	\$ 0.018528	\$ 683.00
1/85	General Rate Vacant Other	Vacant Other - Locality of Tara	\$ 0.021082	\$ 683.00
1/86	General Rate Vacant Other	Vacant Other - Other Locality	\$ 0.010138	\$ 637.00
1/91	General Rates Rural Residential - Colkerri Estate	Rural Residential - Locality of Dalby - Colkerri Estate	\$ 0.011378	\$ 903.00
1/92	General Rates Rural Residential - Multi Unit - Colkerri Estate	Rural Residential Multi - Locality of Dalby - Colkerri Estate	\$ 0.011378	\$ 903.00
1/93	General Rates Rural Residential - Colkerri Estate	Rural Res Developer - Colkerri Estate	\$ 0.006826	\$ -
1/94	General Rates Vacant - Colkerri Estate	Vacant Rural Residential - Locality of Dalby - Colkerri Estate	\$ 0.011378	\$ 903.00

Rates Code 2 - Commercial/Industrial Group				
Category	Category Description		Rate in \$	Minimum
2/11	General Rates Commercial - Special Use Other	Special Purposes - Locality of Dalby	\$ 0.017786	\$ 903.00
2/13	General Rates Commercial - Special Use Other	Special Purposes - Locality of Chinchilla	\$ 0.028592	\$ 903.00
2/16	General Rates Commercial - Special Use Other	Special Purposes - Locality of Miles	\$ 0.051404	\$ 811.00
2/17	General Rates Commercial - Special Use Other	Special Purposes - Locality of Wandoan	\$ 0.024698	\$ 776.00
2/18	General Rates Commercial - Special Use Other	Special Purposes - Locality of Jandowae	\$ 0.032916	\$ 683.00
2/19	General Rates Commercial - Special Use Other	Special Purposes - Locality of Tara	\$ 0.017360	\$ 683.00
2/20	General Rates Commercial - Special Use Other	Special Purposes - Other Locality	\$ 0.022320	\$ 637.00
2/21	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Dalby	\$ 0.026178	\$ 1,134.00
2/23	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Chinchilla	\$ 0.028742	\$ 1,134.00
2/25	General Rates Industrial	Industrial, Transport and/or Storage - Other Locality	\$ 0.012648	\$ 797.00
2/27	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Miles	\$ 0.047998	\$ 1,018.00
2/28	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Wandoan	\$ 0.043546	\$ 1,018.00
2/29	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Jandowae	\$ 0.016968	\$ 856.00
2/30	General Rates Industrial	Industrial, Transport and/or Storage - Locality of Tara	\$ 0.022486	\$ 856.00
2/31	General Rates Industrial	Warehouses and/or Bulk Storages - Locality of Dalby	\$ 0.023346	\$ 3,343.00
2/32	General Rates Industrial	Warehouses and/or Bulk Storages - Other Locality	\$ 0.054938	\$ 3,343.00
2/33	General Rates Industrial	Cotton Gins	\$ 0.067538	\$ 3,343.00
2/34	General Rates Industrial	Ethanol Plant	\$ 0.069182	\$ 11,964.00
2/35	General Rates Industrial	Transmission/Substation Sites < 1 MVA	\$ 0.059488	\$ 1,551.00
2/36	General Rates Industrial	Sawmills	\$ 0.090872	\$ 3,343.00
2/37	General Rates Industrial	Noxious Industrial	\$ 0.084046	\$ 16,150.00
2/38	General Rates Industrial	Minor Transmission/Substation Site - 1 MVA to less than 10MVA	\$ 0.397722	\$ 21,679.00
2/39	General Rates Industrial	Major Transmission/Substation Site - at least 10 MVA	\$ 0.795454	\$ 62,327.00
2/41	General Rates Industrial	Extractive Industry - less than 5,000t	\$ 0.025270	\$ 1,551.00
2/42	General Rates Industrial	Extractive Industry - 5,000t to 100,000t	\$ 0.109564	\$ 10,774.00
2/43	General Rates Industrial	Extractive Industry - greater than 100,000t	\$ 0.158992	\$ 23,060.00
2/44	General Rates Industrial	Wind Farm - output capacity of at least 1 MW to less than 20 MW	\$ 0.025620	\$ 14,350.00
2/45	General Rates Industrial	Wind Farm - output capacity of at least 20 MW to less than 50 MW	\$ 0.024342	\$ 38,950.00
2/46	General Rates Industrial	Wind Farm - output capacity of at least 50 MW to less than 100 MW	\$ 0.023058	\$ 66,625.00
2/47	General Rates Industrial	Wind Farm - output capacity of at least 100 MW to less than 150 MW	\$ 0.021780	\$ 128,125.00
2/48	General Rates Industrial	Wind Farm - output capacity of at least 150 MW to less than 200 MW	\$ 0.020496	\$ 184,500.00
2/49	General Rates Industrial	Wind Farm - output capacity of at least 200 MW	\$ 0.019218	\$ 246,000.00
2/50	General Rates Industrial	Solar Farm - output capacity of at least 1MW to less than 50MW	\$ 0.245774	\$ 31,602.00
2/51	General Rates Industrial	Solar Farm - output capacity of at least 50MW to less than 100MW	\$ 0.228234	\$ 73,736.00
2/52	General Rates Industrial	Solar Farm - output capacity of at least 100MW to less than 200MW	\$ 0.193118	\$ 136,939.00
2/53	General Rates Industrial	Solar Farm - output capacity of at least 200MW to less than 300MW	\$ 0.175554	\$ 231,743.00
2/54	General Rates Industrial	Solar Farm - output capacity of at least 300MW to less than 400MW	\$ 0.162396	\$ 316,014.00
2/55	General Rates Industrial	Solar Farm - output capacity of at least 400MW to less than 500MW	\$ 0.150978	\$ 389,750.00
2/56	General Rates Industrial	Solar Farm - output capacity of at least 500MW to less than 700MW	\$ 0.132924	\$ 452,954.00
2/57	General Rates Industrial	Solar Farm - output capacity of at least 700MW to less than 900MW	\$ 0.117036	\$ 558,291.00
2/58	General Rates Industrial	Solar Farm - output capacity of at least 900MW to less than 1,100MW	\$ 0.105336	\$ 632,028.00
2/59	General Rates Industrial	Solar Farm - output capacity of at least 1,100MW	\$ 0.094524	\$ 695,231.00
2/65	General Rates Commercial	Retail, Commercial Business - Locality of Dalby	\$ 0.024712	\$ 1,134.00
2/66	General Rates Commercial	Retail, Commercial Business - Locality of Chinchilla	\$ 0.043116	\$ 1,134.00
2/67	General Rates Commercial	Retail, Commercial Business - Locality of Miles	\$ 0.062978	\$ 1,018.00
2/68	General Rates Commercial	Retail, Commercial Business - Locality of Wandoan	\$ 0.051486	\$ 1,018.00
2/69	General Rates Commercial	Retail, Commercial Business - Locality of Jandowae	\$ 0.011260	\$ 856.00
2/70	General Rates Commercial	Retail, Commercial Business - Locality of Tara	\$ 0.020554	\$ 856.00
2/71	General Rates Commercial	Retail, Commercial Business - Other Locality	\$ 0.009432	\$ 797.00
2/75	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Dalby	\$ 0.017934	\$ 45,081.00
2/76	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Chinchilla	\$ 0.025842	\$ 40,574.00
2/77	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Miles	\$ 0.016602	\$ 40,574.00
2/78	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Wandoan	\$ 0.007992	\$ 40,574.00
2/79	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Jandowae	\$ 0.008814	\$ 33,813.00
2/80	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Locality of Tara	\$ 0.008298	\$ 31,556.00
2/81	General Rates Commercial - Large Shopping Centre	Shopping Centre - <5,000m2 - Other Locality	\$ 0.011478	\$ 28,402.00
2/82	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Dalby	\$ 0.015066	\$ 135,241.00
2/83	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Chinchilla	\$ 0.019164	\$ 121,717.00
2/84	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Miles	\$ 0.024390	\$ 121,717.00
2/85	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Wandoan	\$ 0.011784	\$ 121,717.00
2/86	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Jandowae	\$ 0.013014	\$ 101,431.00
2/87	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Locality of Tara	\$ 0.012192	\$ 94,669.00
2/88	General Rates Commercial - Large Shopping Centre	Shopping Centre - 5,000m2 - 10,000m2 - Other Locality	\$ 0.012192	\$ 94,669.00
2/89	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Locality of Dalby	\$ 0.036988	\$ 179,455.00
2/90	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Locality of Chinchilla	\$ 0.037002	\$ 161,514.00
2/91	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Town Locality of Miles	\$ 0.042840	\$ 161,514.00
2/92	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Town Locality of Wandoan	\$ 0.040794	\$ 161,514.00
2/93	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Town Locality of Jandowae	\$ 0.024492	\$ 134,595.00
2/94	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Town Locality of Tara	\$ 0.027264	\$ 125,624.00
2/95	General Rates Commercial - Large Shopping Centre	Shopping Centre - >10,000m2 - Other Locality	\$ 0.025416	\$ 125,624.00



Rates Code 3 - Rural Group				
Category	Category Description		Rate in \$	Minimum
3/16	General Rates Rural	Rural	\$ 0.005390	\$ 694.00
3/17	General Rates Rural	Rural - Developer	\$ 0.003236	\$ -
3/20	General Rates Intensive Rural	Cattle Feedlot SCU 501-1000	\$ 0.005390	\$ 1,284.00
3/21	General Rates Intensive Rural	Cattle Feedlot SCU 1001-2000	\$ 0.005390	\$ 1,667.00
3/22	General Rates Intensive Rural	Cattle Feedlot SCU 2001-3000	\$ 0.005390	\$ 3,205.00
3/23	General Rates Intensive Rural	Cattle Feedlot SCU 3001-4000	\$ 0.005390	\$ 4,867.00
3/24	General Rates Intensive Rural	Cattle Feedlot SCU 4001-5000	\$ 0.005390	\$ 6,417.00
3/25	General Rates Intensive Rural	Cattle Feedlot SCU 5001-7500	\$ 0.005390	\$ 9,734.00
3/26	General Rates Intensive Rural	Cattle Feedlot SCU 7501-10,000	\$ 0.005390	\$ 12,185.00
3/27	General Rates Intensive Rural	Cattle Feedlot SCU 10,001-15,000	\$ 0.005390	\$ 16,150.00
3/28	General Rates Intensive Rural	Cattle Feedlot SCU 15,001-20,000	\$ 0.005390	\$ 24,229.00
3/29	General Rates Intensive Rural	Cattle Feedlot SCU 20,001-25,000	\$ 0.005390	\$ 32,309.00
3/30	General Rates Intensive Rural	Cattle Feedlot SCU 25,000-30,000	\$ 0.005390	\$ 40,377.00
3/31	General Rates Intensive Rural	Cattle Feedlot SCU 30,001-35,000	\$ 0.005390	\$ 47,107.00
3/32	General Rates Intensive Rural	Cattle Feedlot SCU 35,001-40,000	\$ 0.005390	\$ 53,837.00
3/33	General Rates Intensive Rural	Cattle Feedlot SCU 40,001-45,000	\$ 0.005390	\$ 60,567.00
3/34	General Rates Intensive Rural	Cattle Feedlot SCU 45,001-50,000	\$ 0.005390	\$ 67,295.00
3/35	General Rates Intensive Rural	Cattle Feedlot SCU 50,001-55,000	\$ 0.005390	\$ 74,026.00
3/36	General Rates Intensive Rural	Cattle Feedlot SCU 55,001-60,000	\$ 0.005390	\$ 80,755.00
3/37	General Rates Intensive Rural	Cattle Feedlot SCU 60,001-80,000	\$ 0.005390	\$ 107,672.00
3/38	General Rates Intensive Rural	Cattle Feedlot SCU 80,001-100,000	\$ 0.005390	\$ 134,591.00
3/39	General Rates Intensive Rural	Cattle Feedlot SCU =>100,001	\$ 0.005390	\$ 161,436.00
3/40	General Rates Intensive Rural	Piggery SPU 2,501-5,000	\$ 0.005390	\$ 1,284.00
3/41	General Rates Intensive Rural	Piggery SPU 5,001-10,000	\$ 0.005390	\$ 1,667.00
3/42	General Rates Intensive Rural	Piggery SPU 10,001-15,000	\$ 0.005390	\$ 3,205.00
3/43	General Rates Intensive Rural	Piggery SPU 15,001-20,000	\$ 0.005390	\$ 4,867.00
3/44	General Rates Intensive Rural	Piggery SPU 20,001-25,000	\$ 0.005390	\$ 6,417.00
3/45	General Rates Intensive Rural	Piggery SPU 25,001-37,500	\$ 0.005390	\$ 9,734.00
3/46	General Rates Intensive Rural	Piggery SPU 37,501-50,000	\$ 0.005390	\$ 12,185.00
3/47	General Rates Intensive Rural	Piggery SPU 50,001-75,000	\$ 0.005390	\$ 16,150.00
3/48	General Rates Intensive Rural	Piggery SPU 75,001-100,000	\$ 0.005390	\$ 24,229.00
3/49	General Rates Intensive Rural	Piggery SPU 100,001-125,000	\$ 0.005390	\$ 32,309.00
3/50	General Rates Intensive Rural	Piggery SPU 125,000-150,000	\$ 0.005390	\$ 40,377.00
3/51	General Rates Intensive Rural	Piggery SPU 150,001-175,000	\$ 0.005390	\$ 47,107.00
3/52	General Rates Intensive Rural	Piggery SPU 175,001-200,000	\$ 0.005390	\$ 53,837.00
3/53	General Rates Intensive Rural	Piggery SPU 200,001-225,000	\$ 0.005390	\$ 60,567.00
3/54	General Rates Intensive Rural	Piggery SPU 225,001-250,000	\$ 0.005390	\$ 67,295.00
3/55	General Rates Intensive Rural	Piggery SPU 250,001-275,000	\$ 0.005390	\$ 74,026.00
3/56	General Rates Intensive Rural	Piggery SPU 275,001-300,000	\$ 0.005390	\$ 80,755.00
3/57	General Rates Intensive Rural	Piggery SPU 300,001-325,000	\$ 0.005390	\$ 107,672.00
3/58	General Rates Intensive Rural	Piggery SPU 325,001-350,000	\$ 0.005390	\$ 134,591.00
3/59	General Rates Intensive Rural	Piggery SPU => 350,001	\$ 0.005390	\$ 161,436.00
3/60	General Rates Small Rural	Small Rural - Locality of Dalby	\$ 0.010110	\$ 903.00
3/61	General Rates Small Rural	Small Rural - Locality of Chinchilla	\$ 0.009860	\$ 903.00
3/62	General Rates Small Rural	Small Rural - Locality of Miles	\$ 0.012454	\$ 811.00
3/63	General Rates Small Rural	Small Rural - Locality of Wandoan	\$ 0.022688	\$ 776.00
3/64	General Rates Small Rural	Small Rural - Locality of Jandowae	\$ 0.006028	\$ 683.00
3/65	General Rates Small Rural	Small Rural - Locality of Tara	\$ 0.006724	\$ 683.00
3/66	General Rates Small Rural	Small Rural - Other Locality	\$ 0.005656	\$ 637.00
3/70	General Rates Small Rural	Small Rural - Regional Centre Developer	\$ 0.006066	\$ -
3/71	General Rates Small Rural	Small Rural - Major Town Developer	\$ 0.005916	\$ -
3/72	General Rates Small Rural	Small Rural - Town Locality of Miles Developer	\$ 0.007472	\$ -
3/73	General Rates Small Rural	Small Rural - Town Locality of Wandoan Developer	\$ 0.013608	\$ -
3/74	General Rates Small Rural	Small Rural - Town Locality of Jandowae Developer	\$ 0.003612	\$ -
3/75	General Rates Small Rural	Small Rural - Town Locality of Tara Developer	\$ 0.004034	\$ -
3/76	General Rates Small Rural	Small Rural - Other Locality Developer	\$ 0.003394	\$ -

Rates Code 4 - Other Intensive Business & Industry Group				
Category	Category Description		Rate in \$	Minimum
4/10	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Lease - Gas - < 1000 ha	\$ 16.730100	\$ 45,301.00
4/11	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Lease - Gas - 1,000 - 9,999 ha	\$ 3.023972	\$ 90,600.00
4/12	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Lease - Gas - 10,000 - 29,999 ha	\$ 2.072968	\$ 300,398.00
4/13	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Lease - Gas - =>30,000 ha	\$ 1.896516	\$ 400,522.00
4/20	General Rates Intensive Industry - Petroleum (Gas/Shale Crude Oil)	Petroleum Lease - Petroleum/Shale Crude Oil - <10 Wells	\$ 0.038496	\$ 5,481.00
4/21	General Rates Intensive Industry - Petroleum (Gas/Shale Crude Oil)	Petroleum Lease - Petroleum/Shale Crude Oil - 10 - 19 Wells	\$ 1.100890	\$ 27,373.00
4/22	General Rates Intensive Industry - Petroleum (Gas/Shale Crude Oil)	Petroleum Lease - Petroleum/Shale Crude Oil - 20 - 29 Wells	\$ 1.196388	\$ 90,324.00
4/23	General Rates Intensive Industry - Petroleum (Gas/Shale Crude Oil)	Petroleum Lease - Petroleum/Shale Crude Oil - => 30 Wells	\$ 1.197792	\$ 180,670.00
4/30	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Other - <400 ha	\$ 0.270352	\$ 50,065.00
4/31	General Rates Intensive Industry - Petroleum (Gas)	Petroleum Other - =>400 ha	\$ 0.061476	\$ 66,755.00
4/50	General Rates Intensive Industry - Power Stations & Major Transmissions	Coal Fired Power Station	\$ 1.837910	\$ 542,183.00
4/51	General Rates Intensive Industry - Power Stations & Major Transmissions	Gas Fired Power Station - <50 MW	\$ 1.622370	\$ 10,411.00
4/52	General Rates Intensive Industry - Power Stations & Major Transmissions	Gas Fired Power Station - 50-199 MW	\$ 0.444490	\$ 101,202.00
4/53	General Rates Intensive Industry - Power Stations & Major Transmissions	Gas Fired Power Station - 200-449 MW	\$ 2.561238	\$ 235,517.00
4/54	General Rates Intensive Industry - Power Stations & Major Transmissions	Gas Fired Power Station - 450-549 MW	\$ 7.884730	\$ 361,345.00
4/55	General Rates Intensive Industry - Power Stations & Major Transmissions	Gas Fired Power Station - =>550 MW	\$ 7.076430	\$ 417,509.00
4/60	General Rates Intensive Industry - Mining	Future Coal Mining	\$ 0.011240	\$ 6,320.00
4/61	General Rates Intensive Industry - Mining	Coal Mining - 0 - 100 employees	\$ 0.076600	\$ 52,018.00
4/62	General Rates Intensive Industry - Mining	Coal Mining - 101 - 200 employees	\$ 0.386100	\$ 66,339.00
4/63	General Rates Intensive Industry - Mining	Coal Mining - >200 employees	\$ 0.509250	\$ 89,585.00
4/64	General Rates Intensive Industry - Mining	Abandoned Coal Mine	\$ 0.037820	\$ 9,308.00
4/65	General Rates Intensive Industry - Mining	Mining Lease (Coal) - 0 - 100 employees	\$ 0.080898	\$ 52,018.00
4/66	General Rates Intensive Industry - Mining	Mining Lease (Coal) - 101 - 200 employees	\$ 0.296690	\$ 66,339.00
4/67	General Rates Intensive Industry - Mining	Mining Lease (Coal) - >200 employees	\$ 0.509250	\$ 89,585.00
4/68	General Rates Intensive Industry - Mining	Mining Lease (Coal) - (Abandoned Coal Mine)	\$ 0.047610	\$ 9,308.00
4/70	General Rates Intensive Industry - Mining	Other Mining - =<100 ha	\$ 0.022290	\$ 1,491.00
4/71	General Rates Intensive Industry - Mining	Other Mining - 101 ha - 250 ha	\$ 0.262440	\$ 4,474.00
4/72	General Rates Intensive Industry - Mining	Other Mining - >250 ha	\$ 0.147540	\$ 5,967.00
4/74	General Rates Intensive Industry - Mining	Mining Lease (Other) - =<100 ha	\$ 0.023580	\$ 1,491.00
4/75	General Rates Intensive Industry - Mining	Mining Lease (Other) - 101 ha - 250 ha	\$ 0.262440	\$ 4,474.00
4/76	General Rates Intensive Industry - Mining	Mining Lease (Other) - >250 ha	\$ 0.147540	\$ 5,967.00
4/80	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 5 - 10 persons	\$ 0.044870	\$ 4,338.00
4/81	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 11 - 25 persons	\$ 0.241130	\$ 15,627.00
4/82	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 26 - 50 persons	\$ 0.041850	\$ 34,727.00
4/83	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 51 - 100 persons	\$ 0.083706	\$ 65,112.00
4/84	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 101 - 200 persons	\$ 1.327844	\$ 130,224.00
4/85	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 201 - 300 persons	\$ 0.251124	\$ 217,040.00
4/86	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 301 - 400 persons	\$ 0.334836	\$ 303,855.00
4/87	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 401 - 500 persons	\$ 1.905710	\$ 390,671.00
4/88	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 501 - 600 persons	\$ 3.031650	\$ 477,485.00
4/89	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 601 - 700 persons	\$ 0.544086	\$ 564,302.00
4/90	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 701 - 800 persons	\$ 0.627810	\$ 651,117.00
4/91	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 801 - 900 persons	\$ 0.711510	\$ 737,931.00
4/92	General Rates Intensive Industry - Accommodation	Workforce Accommodation - 901 - 1,000 persons	\$ 1.129790	\$ 824,748.00
4/93	General Rates Intensive Industry - Accommodation	Workforce Accommodation - >1,001 persons	\$ 0.878922	\$ 911,564.00

# General Rate Capping - Council Policy

<b>Effective Date</b>	1 July 2019
<b>Policy Owner</b>	Finance
<b>Link to Corporate Plan</b>	Financial Sustainability and Great Liveability
<b>Next Review Date</b>	June 2022
<b>Related Legislation</b>	Local Government Regulation Section 116
<b>Related Documents</b>	2020-21 Revenue Policy and 2020-21 Revenue Statement

<b>Policy Version</b>	<b>Approval ate</b>	<b>Adopted/Approved</b>

*This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. **A hard copy of this electronic document is uncontrolled.***

### 1. PURPOSE

To apply a framework for the capping of general rates.

### 2. SCOPE

This Policy applies to all ratepayer assessments for all categories.

### 3. POLICY

Council will apply a General Rate Cap to all Ratepayer assessments if the calculated general rate increase for the Ratepayer's assessment is greater than Council's average annual general rate increase announced by Council in its budget approval process plus 5%.

For the affected Ratepayer assessments, the General Rate Cap will be the general rate increase announced by Council in its budget approval process plus 5%.

The Rate Cap will only apply to those Ratepayer assessments that have **not** had a change of rating category and/or the size of the land has **not** changed.

### 4. DETERMINING RATEPAYER ASSESSMENTS SUBJECT TO THE GENERAL RATE CAP

Those ratepayers subject to a Rate cap will be determined as follows:

**CGR Current Year = (VR divided by TV) multiplied by TGR**

CGR Current Year is the calculated general rate for the individual assessment for the current year

VR is the value of the individual assessment

TV is the total value of all assessments in the same general rates category

TGR is the total general rates expected for the general rates category for the current year

**Ratepayer Percentage Increase = (CGR Current Year divided by CGR Prior Year) minus 1**

CGR Prior Year is the general rate applicable in the prior year based on the prior year's valuation .

**If the Ratepayer Percentage Increase is greater than the General Rate increase announced by Council in its budget approval process plus 5%, the Ratepayer will have the benefit of the Rate Cap.**

### 5. APPLYING THE GENERAL RATE CAP TO THE THOSE GENERAL RATEPAYER ASSESSMENTS SUBJECT TO THE GENERAL RATE CAP

**General Rate Payable Current Year = CGR Prior Year multiplied by (1 plus the general rate increase announced in Council's budget approval process plus 5%)**



RELATED LEGISLATION:

SECTION 116 OF THE LOCAL GOVERNMENT REGULATION 2012

116 Limitation of increase in rates or charges levied

(1) When a local government resolves to levy rates or charges, it also may resolve to limit the increase in the rates or charges.

(2) The rates or charges may be limited to not more than—

(a) if the rates or charges for the last financial year were for a full year—

(i) the rates or charges for the last financial year; or  
(ii) the rates or charges for the last financial year, increased by a stated percentage; or

(b) if the rates or charges levied for the last financial year were not for a full year—

(i) the corresponding annual amount for the rates or charges for the last financial year; or  
(ii) the corresponding annual amount for the rates or charges for the last financial year, increased by a stated percentage.

(3) The **corresponding annual amount** is the amount worked out by—

(a) converting the amount of the rates or charges levied for the last financial year to a daily amount; and

(b) multiplying the daily amount by 365.

(4) The resolution may specify different percentages for—

(a) different land or classes of land; or

(b) different rates or charges.



WATER CHARGES		
	Increase %	2020/2021 Charges
Standard Access Charge (20mm or 25mm)	2.50%	\$446.80
Standard Access Charge with 100mm Detector	2.50%	\$740.80
Standard Access Charge with 150mm Detector	2.50%	\$857.60
32mm Access Charge	2.50%	\$526.40
32mm Access Charge with 100mm Detector	2.50%	\$820.40
32mm Access Charge with 150mm Detector	2.50%	\$937.20
40mm Access Charge	2.50%	\$553.00
40mm Access Charge with 100mm Detector	2.50%	\$847.10
40mm Access Charge with 150mm Detector	2.50%	\$963.80
50mm Access Charge	2.50%	\$609.40
50mm Access Charge with 100mm Detector	2.50%	\$903.30
50mm Access Charge with 150mm Detector	2.50%	\$1,020.10
65mm Access Charge	2.50%	\$613.90
65mm Access Charge with 100mm Detector	2.50%	\$907.90
65mm Access Charge with 150mm Detector	2.50%	\$1,024.80
80mm Access Charge	2.50%	\$618.70
80mm Access Charge with 100mm Detector	2.50%	\$912.70
80mm Access Charge with 150mm Detector	2.50%	\$1,029.50
100mm Access Charge	2.50%	\$653.00
100mm Access Charge with 100mm Detector	2.50%	\$947.10
100mm Access Charge with 150mm Detector	2.50%	\$1,063.80
150mm Access Charge	2.50%	\$1,302.80
150mm Access Charge with 100mm Detector	2.50%	\$1,596.70
150mm Access Charge with 150mm Detector	2.50%	\$1,713.60
<b>Standard Water Charges - Consumption (per Kl)</b>		
Up to 125kl	2.50%	\$1.93
126kl to 250kl	2.50%	\$2.58
251kl to 15,000kl	2.50%	\$3.21
>15,000kl	2.50%	\$4.74
<b>Treated/Untreated Water Supply (Non-Potable) - Consumption (per Kl)</b>		
Up to 125kl	2.50%	\$1.73
126kl to 250kl	2.50%	\$2.32
251kl to 15,000kl	2.50%	\$2.88
>15,000kl	2.50%	\$4.24
<b>Untreated Surface Water Charges - Consumption (per Kl)</b>		
Up to 125kl	2.50%	\$ 1.45
126kl to 250kl	2.50%	\$ 1.94
251kl to 15,000kl	2.50%	\$ 2.40
>15,000kl	2.50%	\$ 3.49

RECYCLED WATER CHARGES		
	Increase %	2020/2021 Charges
Recycled Water Access	2.50%	\$361.40
Recycled Water Access + 100mm Detector	2.50%	\$654.30
Recycled Water Access + 150mm Detector	2.50%	\$772.10
Recycled 32mm Water Access	2.50%	\$441.10
Recycled 32mm Water + 100mm Detector	2.50%	\$735.00
Recycled 32mm Water + 150mm Detector	2.50%	\$851.80
Recycled 40mm Water Access	2.50%	\$467.60
Recycled 40mm Water + 100mm Detector	2.50%	\$761.50
Recycled 40mm Water + 150mm Detector	2.50%	\$878.30
Recycled 50mm Water Access	2.50%	\$524.00
Recycled 50mm Water + 100mm Detector	2.50%	\$817.80
Recycled 50mm Water + 150mm Detector	2.50%	\$934.70
Recycled 65mm Water Access	2.50%	\$528.50
Recycled 65mm Water + 100mm Detector	2.50%	\$822.60
Recycled 65mm Water + 150mm Detector	2.50%	\$939.40
Recycled 80mm Water Access	2.50%	\$533.30
Recycled 80mm Water + 100mm Detector	2.50%	\$827.30
Recycled 80mm Water + 150mm Detector	2.50%	\$944.00
Recycled 100mm Water Access	2.50%	\$567.60
Recycled 100mm Water + 100mm Detector	2.50%	\$861.60
Recycled 100mm Water + 150mm Detector	2.50%	\$978.40
Recycled 150mm Water Access	2.50%	\$1,217.30
Recycled 150mm Water + 100mm Detector	2.50%	\$1,511.40
Recycled 150mm Water + 150mm Detector	2.50%	\$1,628.20
Recycled Water Access Bio Refinery	2.50%	\$25,686.40
<u>Recycled Water Charges - Consumption (per Kl)</u>		
Up to 125kl	2.50%	\$1.44
126kl to 250kl	2.50%	\$1.93
251kl to 15,000kl	2.50%	\$2.39
>15,000kl	2.50%	\$3.53
<u>Dalby Bio-Refinery - Consumption (per Kl)</u>		
Recycled Consumption	2.50%	\$2.69

REGIONAL WASTE COLLECTION CHARGES	
Description	2020/2021 Charges
Regional Waste Collection Charge - <u>Domestic</u> Occupied Premise or Structure (per annum per service)	\$371.20
Regional Waste Collection Charge - <u>Non-Domestic</u> Occupied Premise or Structure (per annum per service)	\$435.10
Environmental Waste Levy	\$95.90



SEWERAGE CHARGES		
Description	Increase %	2020/2021 Charges
<u>All Schemes (Excluding Intensive Accommodation)</u>		
Unconnected premises (per assessment)	2.50%	\$427.10
Connected premises (per assessment)	2.50%	\$553.00
Additional Pedestals	2.50%	\$472.70
<u>Intensive Accommodation Pedestal Charges - All Schemes</u>		
Intensive Accommodation - All Schemes (per pedestal)	2.50%	\$553.00

NATURAL GAS DOMESTIC CHARGES		
Description	Increase %	2020/2021 Charges
Supply Charge per Month	2.50%	\$20.88
Supply Charge per Quarter	2.50%	\$62.64
First 60,000Mj per Quarter (per Mj) (Standard Tariff)	2.50%	\$0.0418
Next 90,000 Mj per Quarter (per Mj) (Standard Tariff)	2.50%	\$0.0385
All consumption greater than 150,000 Mj per Quarter (per Mj) (Standard Tariff)	2.50%	\$0.0334

NATURAL GAS COMMERCIAL/INDUSTRIAL CHARGES		
Description	Increase %	2020/2021 Charges
Supply Charge per Month	2.50%	\$20.88
First 20,000Mj per Month (per Mj) (Standard Tariff)	2.50%	\$0.0418
Next 30,000 Mj per Month (per Mj) (Standard Tariff)	2.50%	\$0.0385
All consumption greater than 50,000 Mj per Month (per Mj) (Standard Tariff)	2.50%	\$0.0334

# Register of Cost Recovery Fees and Commercial Charges - 2020/21

Sorted by Facility/Service/Product

Version: Adopt Budget Meeting 22 July 2020

Line No	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
1	Aged Care Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Aged Care	Resident Fees and Charges	C	No	N/A		As per Department of Health Charges
2	Aged Care Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Carinya	Finance, Corporate Services and Business Strategy	Aged Care	Standard Room - Refundable Accommodation Deposit	C	No	N/A		Maximum of \$280,000 or Daily Accommodation Payment being a percentage of Refundable Accommodation Deposit as set by Department of Health
3	Aged Care Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Tarcoola	Finance, Corporate Services and Business Strategy	Aged Care	Standard Room - Refundable Accommodation Deposit	C	No	N/A		Maximum of \$300,000 or Daily Accommodation Payment being a percentage of Refundable Accommodation Deposit as set by Department of Social Services
4	Aged Care Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Tarcoola	Finance, Corporate Services and Business Strategy	Aged Care	Superior Room - Refundable Accommodation Deposit	C	No	N/A		Maximum of \$350,000 or Daily Accommodation Payment being a percentage of Refundable Accommodation Deposit as set by Department of Health
5	Aged Care Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Tarcoola	Finance, Corporate Services and Business Strategy	Aged Care	Shared Superior Room - Refundable Accommodation Deposit	C	No	N/A		Maximum of \$250,000 or Daily Accommodation Payment being a percentage of Refundable Accommodation Deposit as set by Department of Health
6	Airports	Chinchilla	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla	Strategic Communications and Council Facilities	Passenger Tax - Arrival and Departure per head	For all aircraft equal to or above 5700KGS	C	Yes	N/A		\$27.00
7	Airports	Miles	Corporate Services	Facilities	Facilities Manager	Airports - Miles	Strategic Communications and Council Facilities	Passenger Tax - Arrival and Departure per head	For all aircraft equal to or above 5700KGS	C	Yes	N/A		\$35.40
8	Airports	Dalby, Tara	Corporate Services	Facilities	Facilities Manager	Airports- Dalby, Tara	Strategic Communications and Council Facilities	Passenger Tax - Arrival and Departure per head	For all aircraft equal to or above 5700KGS	C	Yes	N/A		\$23.40

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
9	Airports	Chinchilla, Miles	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles	Strategic Communications and Council Facilities	Landing charges per tonne of MTOW for aircraft over 5700kg		C	Yes	N/A		\$12.80
10	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Landing charges per tonne of MTOW for aircraft under 5700kg		C	Yes	N/A		\$10.70
11	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Private - Single Engine - based in WDRC area	C	Yes	N/A		\$294.40
12	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Private - Twin Engine - based in WDRC area	C	Yes	N/A		\$588.90
13	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Ultralight - based in WDRC area	C	Yes	N/A		\$141.50
14	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Commercial - Single Engine - based in WDRC area	C	Yes	N/A		\$588.90
15	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Commercial - Twin Engine - based in WDRC area	C	Yes	N/A		\$883.30
16	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Commercial - Ultralight - based in WDRC area	C	Yes	N/A		\$212.20
17	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Landing Charges	Aero Club - based in WDRC area	C	Yes	N/A		\$471.30
18	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Parking Charges	Private - single and twin engine - based in WDRC area	C	Yes	N/A		\$471.30
19	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Parking Charges	Private - Ultralight - based in WDRC area	C	Yes	N/A		\$176.90
20	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Parking Charges	Commercial single and twin engine per tonne MTOW - based in WDRC area	C	Yes	N/A		\$235.10
21	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Annual Parking Charges	Commercial Ultralight - based in WDRC area	C	Yes	N/A		\$588.90
22	Airports	Chinchilla, Dalby, Miles, Tara	Corporate Services	Facilities	Facilities Manager	Airports - Chinchilla, Miles, Dalby, Tara	Strategic Communications and Council Facilities	Parking Charges per 4 hour period or part thereof	Charter, Commercial, Commuter - based in WDRC area	C	Yes	N/A		\$11.20
23	Airports	Miles	Corporate Services	Facilities	Facilities Manager	Airports - Miles	Strategic Communications and Council Facilities	Annual Parking Charges	Hire Car - Carpark Space - Per Space Per Annum Charge	C	Yes	N/A		\$535.80
24	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Animal Control - Release of pup (under 3 months), registered Dog or Cat which has not been previously impounded in the past 12 months. No impoundment fee for 1st release from pound if dog currently registered & dog is collected within three (3) days, thereafter impoundment fee and feed fees payable prior to release.	CR	No	LGA s.97(2)(d)	Animal Management (Cat and Dog) Act	\$79.20

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25	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Impound Fees - Release of unregistered dog collected within three (3) days Must also pay applicable Registration Fee prior to release.	CR	No	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	\$134.00
26	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Housing of dog or cat at pound (per day) after first 3 days.	CR	Yes	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	\$14.70
27	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Sale of unclaimed impounded cat (includes microchipping and desexing). Note: Sale of animal is subject to temperament testing and purchaser suitability.	CR	Yes	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	\$60.00
28	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Sale of unclaimed impounded Dog (includes microchipping and desexing). Note: Sale of animal is subject to temperament testing and purchaser suitability	CR	Yes	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	\$101.50
29	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Private Impounding of Animal	CR	Yes	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	\$99.50
30	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Cost of each notice placed in newspaper for the release of animal (not for cats or dogs).	CR	No	LGA s.97(2)(d)	Local Law (Keeping & control of animals)	Actual Cost
31	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Entire Dog (1 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$110 (one year), \$310 (3 year)
32	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Entire Dog (3year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$110 (one year), \$310 (3 year)
33	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Desexed Dog (1 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
34	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Desexed Dog (3year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$38 (one year), \$110 (3 year)
35	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pensioner's Desexed Dog or assistance animals (evidence required) (1 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
36	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pensioner's Desexed Dog or assistance animals (evidence required) (3 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$26 (one year,) \$75 (3 year)
37	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Dangerous Dog, Restricted Dog	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$360 (one year)
38	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Menacing Dog (1 year only) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$180 (one year)
39	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Compliant Dangerous Dog (min 2 years since declaration and no complaints) (1 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$155 (one year), \$405 (3 year)
40	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Compliant Dangerous Dog (min 2 years since declaration and no complaints) (3 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$155 (one year), \$405 (3 year)
41	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Compliant Menacing Dog (min 2 years since declaration and no complaints) (1 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$110 (one year), \$310 (3 year)

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42	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Compliant Menacing Dog (min 2 years since declaration and no complaints) (3 year) Registration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$110 (one year), \$310 (3 year)
43	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pup Registration - dog less than 6 months old	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
44	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
45	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
46	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
47	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
48	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of cat registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
49	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
50	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Pro-rata percentage of dog registration fee (excluding late renewals)	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	Stimulus Package - Fee/Charge waived for 2020-21.
51	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Replacement Registration Tag (1st per tag set) or Regulated Dog Tag (1st per year)	CR	Yes	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	First tag free, second and subsequent tag replacement tag \$32.30
52	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dog Registration	Replacement Registration Tag or Regulated Dog Tag (second or subsequent tag replacement)	CR	Yes	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	First tag free, second and subsequent tag replacement tag \$32.30
53	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Review of Dangerous, Menacing or Restricted Dog Declaration	CR	No	LGA s.97(2)(a)	Animal Management (Cat and Dog) Act	\$319.70
54	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Review of Seizure Notice and/or Destruction Order	CR	No	LGA s.262(3)	Animal Management (Cat and Dog) Act	\$319.70
55	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Permit to keep additional animals (in excess of Local Law limits)	CR	No	LGA s.97(2)(a)	Local Law (Keeping & control of animals)	\$96.40
56	Animal Control	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Control	Review of decision for permit	CR	No	LGA s.262(3)	Local Law (Keeping & control of animals)	\$162.40
57	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building - Lodgement/Archival Fee All Applications		CR	No	LGA s.97(2)(a)	Schedule 22, Planning Regulation 2017	Stimulus Package - Fee/Charge waived for 2020-21.
58	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building - Requested/Additional Inspections Council Certified Applications Only (Note: Travel fee may be required in addition to this fee for all re-inspections)		C	Yes	N/A		Class 1 & 10 \$135 Classes 2 - 9 Private Certification Cost + 15%

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59	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building - Refusal or cancellation of application		CR	No	LGA s.97(2)(a)	Planning Act 2016 s51	Refund of 75% of Building Permit fees paid subject to no assessment work being commenced by Council's building certifier. Refund of 40% of Building Permit Fees paid subject to no inspections being undertaken.
60	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Copy of Certificate of Classification for a Single Property		CR	No	LGA s.97(2)(a)	Planning Regulation 2017 sch22	\$70 per certificate (maximum \$200 per property e.g. Where a property has 3 or more 3 certificates \$200 is the maximum payable)
61	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Certificate of classification if not previously issued pre 30.04.98		CR	No	LGA s.97(2)(a)	Planning Act 2016 s51	\$165 per building (Max fee \$495)
62	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Certificate of classification if not previously issued post 30.04.98		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	\$365 per building (Max fee of \$1090)
63	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Copy of building plans		CR	No	LGA s.97(2)(c)	Planning Regulation 2017 sch22	Class 10 \$50 Class 1 \$90 All other classes \$175
64	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building records search		CR	No	LGA s.97(2)(c)	Local Government Act 2009 s262(3)(c)	\$220.00
65	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Compliance Inspection of buildings for transfer of ownership		CR	No	LGA s.97(2)(a)	Local Government Act 2009 s262(3)(c)	\$330.00
66	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Urgent Building compliance inspection		CR	No	LGA s.97(2)(a)	Local Government Act 2009 s262(3)(c)	\$550.00
67	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Assessment against a performance provision of the Queensland Development Code (siting)		CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	Stimulus Package - Fee/Charge waived for 2020-21.
68	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Form 19 request	Part A	CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	\$110 base fee plus \$5 / item
69	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Form 19 request	Part B	CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	\$110 base fee plus \$5 / item
70	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Form 19 request	Part C	CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	\$110 base fee plus \$5 / item
71	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Copy of List of Building Applications - Public Requests Information Limited to Property Address and Description of Work		CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	\$200 per year subscription (this entitles the subscriber to a monthly list) or for individual purchase a single month is \$30. Further separation for this arrangement i.e. 6 monthly, quarterly etc. is not available



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72	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Raising of existing habitable floor areas where those areas have been inundated by flood water to a level a minimum of 300mm above the highest recorded flood level, or Q100 level.	Waiver of application fees for anyone whose habitable living areas have been inundated in flood affected areas to raise their homes 300mm above the highest recorded flood level, or Q100 level. (this fee is for raising only and additional fees will apply to any additional building work)	CR	No	LGA s.97(2)(a)	Planning Act 2016 s51	No charge
73	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Certification outside of the Western Downs Regional Council Administrative Area (Competitive)		C	Yes	N/A		Price on Application + GST
74	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Request to Change Existing Approval		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Change of Classification Class 1A, 1B, & 10 \$500 Class 2 - 9 Private Certification Cost + 15%
75	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Amendment to Approved Plan		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	\$70 50m2 and under \$120 over 50m2
76	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Buildings Class 2 - 9 (up to 299m2)	1m2 to 299m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
77	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Building Class 2 - 9 (up to 499m2)	300m2 to 499m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
78	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Buildings Class 2 - 9	500m2 to 999m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
79	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Buildings Class 2 -9	1000m2 to 1999m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
80	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Buildings Class 2 - 9	2000m2 and greater	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
81	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Alterations and Additions Class 2 - 9	up to 149m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
82	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Alterations and Additions Class 2 - 9	150m2 to 299m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
83	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Alterations and Additions Class 2 - 9	300m2 to 499m2"	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
84	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Alterations and Additions Class 2 - 9	500m2 to 1999m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
85	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Temporary Structures Class 2 - 9	(tents >500m2)	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
86	Building Application - Commercial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Demolition All Classes per allotment		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Classes 1 & 10 \$330 Classes 2 - 9 Private Certification Cost + 15%
87	Building Application - Industrial	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Minor Miscellaneous Alterations Class 2 - 9	(no fire services and only one inspection required)	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Private Certification Cost + 15%
88	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Residential - New dwelling (single detached & removal dwelling)		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
89	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Residential -Dual or multiple occupancy/unit	A group of attached dwelling units will share a common, engineered, footing & slab.	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.



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90	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	New Residential Building Class 1 Transportable Home	2 inspections only	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
91	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Class 10 (Garages, Carports and Sheds)		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
92	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Class 10b/c Fences greater than 2m in height Retaining walls greater than 1m in height Silos, signs and aerials		CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
93	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Class 10b Aboveground Swimming Pool and/or Spa	One Inspection only	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
94	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Class 10b In-ground Swimming Pool	Maximum of two inspections	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
95	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Residential - Alterations additions to residential buildings	<50m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
96	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Residential - Alterations additions to residential buildings	>50m2	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
97	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Building Residential - Restumping	Maximum of two inspections	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Stimulus Package - Fee/Charge waived for 2020-21.
98	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Bond Assessment as Concurrence Agency Condition Report prepared by others	(Initial inspection of building at source carried out by others and includes preparation of report and site inspection by Council certifier at destination)	CR	No	LGA s.97(2)(a)	Planning Act 2016 s54	Stimulus Package - Fee/Charge waived for 2020-21.
99	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Bond Assessment as Concurrence Agency Inspection and Reports undertaken by Council Building Certifier	Travel fee to be charged if inspection site is greater than 15km from a Customer Service Centre (Chinchilla, Dalby, Tara, Miles, Wandoan and Jandowae). The first 15km is free in each direction of travel.	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s54	\$1,355.00
100	Building Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Engaging Council as Certifier after disengaging a Private Certifier	Application fee charged for Council to assess and finalise a Building Application where a Private Certifier has previously been disengaged	CR	No	LGA s97(2)(a)		Fee will be in line with what Council would have charged had Council been engaged in the first instance.
101	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Swimming Pool Safety Certificate	Pool Safety Certificate Inspection + relevant State Government Certificate Fee (as prescribed at the time of inspection) Note that this State Government Certificate fee is in addition to Councils fee).	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	\$320.00
102	Building Application - Residential	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Travel Charge	For additional inspections over and above the 4 allowed in a standard building application fee	CR	Yes	LGA s.97(2)(a)	Planning Act 2016 s51	Class 1 & 10 \$2/km travelled in each direction of travel Class 2 - 9 Private Certification Cost + 15%
103	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 1st Night - non-powered site	C	Yes	N/A		\$5.00
104	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 2nd Night - non-powered site	C	Yes	N/A		Free
105	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 3rd Night - non-powered site	C	Yes	N/A		Free

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106	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 1st Night - powered site	C	Yes	N/A		\$10.00
107	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 2nd Night - powered site	C	Yes	N/A		Free
108	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Brigalow Creek Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Brigalow Creek Caravan Park	Daily - 3rd Night --powered site	C	Yes	N/A		Free
109	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Gibson Street Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Meandarra Caravan Park, Gibson Street	Daily (per night per van) - powered site	C	Yes	N/A		\$10.00
110	Caravan Park/Camping Area	Meandarra	Corporate Services	Facilities	Facilities Manager	Gibson Street Caravan Park, Meandarra	Strategic Communications and Council Facilities	Caravan/Camping - Meandarra Caravan Park, Gibson Street	Daily (per night per van) - non-powered site	C	Yes	N/A		\$5.00
111	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 1st Night - non-powered site	C	Yes	N/A		\$5.00
112	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 2nd Night - non-powered site	C	Yes	N/A		Free
113	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 3rd Night - non-powered site	C	Yes	N/A		Free
114	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 1st Night - powered site	C	Yes	N/A		\$10.00
115	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 2nd Night - powered site	C	Yes	N/A		Free
116	Caravan Park/Camping Area	Tara	Corporate Services	Facilities	Facilities Manager	Tara Lagoon Camping Area	Strategic Communications and Council Facilities	Caravan/Camping - Tara Lagoon	Daily - 3rd Night - powered site	C	Yes	N/A		Free
117	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - adult	First interment fees for burials undertaken on weekdays including perpetual maintenance charge and standard concrete base before 2 pm	C	Yes	N/A		\$2,185.00
118	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - adult	Second interment fees for burials undertaken on weekdays including perpetual maintenance charge and standard concrete base before 2pm	C	Yes	N/A		\$1,977.00
119	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - child	Interment fees for single burial in designated children's section on a weekday includes standard concrete base before 2pm	C	Yes	N/A		\$885.00
120	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial Adult - weekend/public holiday	For all grave preparation and interments taking place on Saturday, Sunday or award holiday. If interment fee was pre-paid, the difference is payable.	C	Yes	N/A		\$3,401.00
121	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial Child - weekend/public holiday	For all grave preparation and interments taking place on Saturday, Sunday or award holiday. If interment fee was pre-paid, the difference is payable.	C	Yes	N/A		\$2,101.00
122	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - ashes	Interment of ashes in a grave on a weekday	C	Yes	N/A		\$397.00

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123	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - ashes - weekend/public holiday	Interment of ashes in a grave taking place on Saturday, Sunday or award holiday	C	Yes	N/A		\$520.00
124	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Burial - hand dug grave	Where a machine and operator is unable to be utilised	C	Yes	N/A		Price on Application
125	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Monumental - grave coverings	Removal of concrete covering for re-opening to allow second interment	C	Yes	N/A		Price on Application
126	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Grave plot purchase/reserve - adult	Suitable for single or double burial	C	Yes	N/A		\$711.00
127	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Grave plot - child	Suitable for burial in designated children's area	C	Yes	N/A		\$508.00
128	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Exhumation - grave	Prepare site and shore grave to ensure safety of persons entering grave and backfill site	C	Yes	N/A		Price on Application
129	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Exhumation - ashes	Removal of ashes from a Council inurnment facility	C	Yes	N/A		\$99.00
130	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Niche - single	Single niche in columbarium wall or garden	C	Yes	N/A		\$609.00
131	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Niche - double	Double niche in columbarium wall or garden	C	Yes	N/A		\$1,015.00
132	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Inurnment - ashes	Inurnment of ashes in columbarium wall or ashes garden taking place Monday to Friday.	C	Yes	N/A		\$147.00
133	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Inurnment - ashes - weekend/public holiday	Inurnment of ashes in columbarium wall or ashes garden taking place on Saturday, Sunday or award holiday	C	Yes	N/A		\$375.00
134	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Lullaby Garden	Memorial site for still-born or pre-term babies. Does not include plaque	C	Yes	N/A		\$58.00
135	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Pallbearer service (Minimum of 4 persons required to safely carry coffin).	Where Council employees are required to assist with coffin. Charge is per person. **Subject to availability.	C	Yes	N/A		\$102.00
136	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Memorial plaques	Inscribed plaque to Council standard for grave, columbarium, rose garden, lullaby garden and veterans memorial garden	C	Yes	N/A		Actual cost + \$152 Administration Fee
137	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Services Memorial	Inscribed plaque installed on the Services Memorial	C	Yes	N/A		\$305.00
138	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Flower vase - grave	Council approved flower receptacle for headstone	C	Yes	N/A		\$215.00
139	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Flower vase - columbarium wall	Council approved flower receptacle for columbarium wall	C	Yes	N/A		\$94.00
140	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Search fee	Undertake search of burial register - 5 records or more	C	Yes	N/A		\$64.00
141	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Private property permit	Application for permit to undertake burial on private property	C	Yes	N/A		\$112.00
142	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Erection of monument	Application to erect monument	C	Yes	N/A		\$125.00
143	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Refurbish monument	Application to refurbish a monument	C	Yes	N/A		\$125.00
144	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Concrete base	Provision of a standard concrete plinth for a memorial plaque in a monumental cemetery	C	Yes	N/A		\$180.00
145	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Relinquish reserve/right of burial/niche/ashes site	Surrender of burial rights to a plot - reimbursement of 70% of original cost. Formal application to be made with permission of burial rights holder.	C	Yes	N/A		Refer description

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146	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Ashes - other	Scattering of ashes in a cemetery	C	Yes	N/A		\$63.00
147	Cemetery	Regional	Corporate Services	Facilities	Facilities Manager	Cemeteries - Regional	Recreational Spaces and Cemeteries	Short notice	Where two business days notice for any interment has not been provided. In addition to standard charge	C	Yes	N/A		\$180.00
148	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Admission to Movie Sessions - Adult	C	Yes	N/A		\$14.50
149	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Admission to movie sessions - Student	C	Yes	N/A		\$10.50
150	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Admission to Movie Sessions - Child	C	Yes	N/A		\$8.50
151	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Admission to Movie Sessions - Pensioner/Concession	C	Yes	N/A		\$10.50
152	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Admission to Budget Movie Sessions Wed AM, Thurs PM, Fri AM and Sat AM	C	Yes	N/A		\$8.50
153	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	5 Admission Ticket Book - Adults	C	Yes	N/A		\$65.00
154	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	5 Admission Ticket Book - Children	C	Yes	N/A		\$33.00
155	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	5 Admission Ticket Book - Students / Pensioners / Concessions	C	Yes	N/A		\$43.00
156	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Class A	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Cinema Hire - during screening times 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$900.00
157	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla	Chinchilla Cinema Hire - during non screening times - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$300.00
158	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla	Chinchilla Cinema Hire - during non screening times - Not for Profit Organisations 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$150.00
159	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Dalby	Dalby Cinema Hire - during non screening times - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$550.00
160	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Dalby	Dalby Cinema Hire - during non screening times - Not for Profit Organisations 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$275.00
161	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Cinema Hire - Chinchilla & Dalby - one off screening fee- ALL USERS	C	Yes	N/A		\$200 plus the cost of the film hire.
162	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Cinema Hire - Chinchilla & Dalby - Provision technical services to operate cinema equipment - per hour - ALL USERS	C	Yes	N/A		\$70.00
163	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	Group Bookings - cost per ticket (minimum 10 people)	C	Yes	N/A		\$8.00



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164	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Cinemas - Regional	Strategic Communications and Council Facilities	WD Cinemas - Chinchilla & Dalby	School/Day-care Groups - cost per ticket (minimum 10 people)	C	Yes	N/A		\$6.00
165	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Class A	Strategic Communications and Council Facilities	Chinchilla Cultural Centre - Whole Centre	Whole of Centre (excluding Theatre) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$350.00
166	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Class A	Strategic Communications and Council Facilities	Chinchilla Cultural Centre - Whole Centre	Whole of Centre (excluding Theatre) - Not for Profit	C	Yes	N/A		\$175.00
167	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Cultural Centre	Strategic Communications and Council Facilities	Chinchilla Cultural Centre Hire - Soldiers' Memorial Auditorium	Chinchilla Soldiers' Memorial Auditorium - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$240.00
168	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Cultural Centre	Strategic Communications and Council Facilities	Chinchilla Cultural Centre Hire - Soldiers' Memorial Auditorium	Chinchilla Soldiers' Memorial Auditorium - Not for Profit Organisation	C	Yes	N/A		\$120.00
169	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	Tree Hall, Dogwood Crossing	Private & Commercial Use - Tree Hall - 4 hours and less	C	Yes	N/A		\$134.00
170	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	Tree Hall, Dogwood Crossing	Tree Hall - Not for Profit Organisations (Art Gallery Openings exempt) (>4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$33.50
171	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	Miles Memorial Hall - Leichardt Centre	Leichhardt Centre (Whole of Facility) - 50% Reduction in fees (for 4 hours and less)	C	Yes	N/A		\$150.00
172	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	Miles Memorial Hall - Leichardt Centre	Leichhardt Centre (Whole of Facility) Not for Profit Organisations	C	Yes	N/A		\$75.00
173	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	MYALL 107 Foyer	Private & Commercial Use - Myall 107 Foyer - > 4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$113.00
174	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class B	Strategic Communications and Council Facilities	MYALL 107 Foyer	Myall 107 Foyer - Not for Profit Organisations (> 4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$29.00
175	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Cultural Centre	Strategic Communications and Council Facilities	Chinchilla Cultural Centre	Wattle Room (including Kitchen) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$125.00
176	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Cultural Centre	Strategic Communications and Council Facilities	Chinchilla Cultural Centre	Wattle Room (including Kitchen) - Not for Profit Organisation	C	Yes	N/A		\$62.50
177	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Whole of Centre - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$150.00
178	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Whole of Centre - Not for Profit Organisations	C	Yes	N/A		\$75.00
179	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Supper Room, Kitchen, Bar and Courtyard - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$65.00
180	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Supper Room, Kitchen, Bar and Courtyard - Not for Profit Organisations	C	Yes	N/A		\$32.50

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181	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Club Room - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$35.00
182	Civic Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Wandoan Community Cultural Centre	Club Room - Not for Profit Organisations	C	Yes	N/A		\$17.50
183	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Columboola Room - Miles	Columboola Room (including Kitchen & Bar) - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$65.00
184	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Leichhardt Centre - Memorial Hall (excluding Kitchen & Bar) - Miles	Memorial Hall (excluding Kitchen & Bar) - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$65.00
185	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Leichhardt Centre - Memorial Hall (excluding Kitchen & Bar) - Miles	Memorial Hall (excluding Kitchen & Bar) - Not for Profit	C	Yes	N/A		\$32.50
186	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Columboola Room - Miles	Columboola Room - Not for Profit Organisations	C	Yes	N/A		\$32.50
187	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Whole Hall (Function Room, Supper Room, Kitchen and Main Hall) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$150.00
188	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Whole Hall (Function Room, Supper Room, Kitchen and Main Hall) Not for Profit Organisations	C	Yes	N/A		\$75.00
189	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Tara Artists Gallery & Kitchen - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$45.00
190	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Tara Artists Gallery & Kitchen- Not for Profit Organisations	C	Yes	N/A		\$22.50
191	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Function Room, Supper Room, Kitchen - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$65.00
192	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	Function Room, Supper Room, Kitchen - Not for Profit Organisations	C	Yes	N/A		\$32.50
193	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	RSL Room - 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$35.00
194	Civic Centre	Tara	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Tara Soldiers Memorial Hall and Facilities	RSL Room - Not for Profit Organisations	C	Yes	N/A		\$17.50
195	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Dalby Senior Citizens Centre	Private & Commercial Use - Dalby Senior Citizens Centre Main Hall - > 4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$123.00
196	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class C	Strategic Communications and Council Facilities	Dalby Senior Citizens Centre	Dalby Senior Citizens Centre Main Hall - Not for Profit Organisation (> 4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$32.00
197	Civic Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Jandowae Community and Cultural Centre	Private & Commercial Use - Jandowae Cultural Centre Meeting Room - >4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$48.00

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198	Civic Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Jandowae Community and Cultural Centre	Jandowae Cultural Centre Meeting Room - Not for Profit Organisations (>4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$12.50
199	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Murilla Room, Dogwood Crossing	Private & Commercial Use - Murilla Room - >4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$85.50
200	Civic Centre	Miles	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Murilla Room, Dogwood Crossing	Murilla Room - Not for Profit Organisations (>4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$21.50
201	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Committee Room - Chinchilla CSC	Private & Commercial Use - Committee Room - >4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$54.00
202	Civic Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Committee Room - Chinchilla CSC	Committee Room - Not for Profit Organisation (>4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$13.50
203	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Dalby Senior Citizens Centre	Private & Commercial Use - Card Room - >4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$43.00
204	Civic Centre	Dalby	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Dalby Senior Citizens Centre	Card Room - Not for Profit Organisations (> 4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$11.00
205	Civic Centre	Moonie	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Moonie Rural Transaction Centre	Private & Commercial Use - Meeting Room - > 4 hours for any single day 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$32.50
206	Civic Centre	Moonie	Corporate Services	Facilities	Facilities Manager	Class D	Strategic Communications and Council Facilities	Moonie Rural Transaction Centre	Meeting Room - Not for Profit Organisations (> 4 hours for any single day) 50% Reduction in fees for (4 hours and less)	C	Yes	N/A		\$8.50
207	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Special	Strategic Communications and Council Facilities	Regional - Key Deposit	Key Deposit	C	No	N/A		\$40.60
208	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Special	Strategic Communications and Council Facilities	Regional - Security Deposit	Refundable Security Deposit - All Users	CR	No	N/A		\$500.00
209	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Special	Strategic Communications and Council Facilities	Regional - Cleaning Fee	Cleaning - Council will charge at cost if additional cleaning is required	C	Yes	N/A		At cost plus GST
210	Civic Centre	Regional	Corporate Services	Facilities	Facilities Manager	Special	Strategic Communications and Council Facilities	Civic Centre - Standard Rehearsal Fee	Civic Centre Standard Rehearsal Fee <2 Hours	C	Yes	N/A		\$21.00
211	Commercial Works	Regional	Infrastructure Services	Works	Senior Works Manager	Regional	Works and Technical Services	Construction Private Inverts	For 30 metre street (long) - standard	C	Yes	N/A		Price on Application
212	Commercial Works	Regional	Infrastructure Services	Works	Senior Works Manager	Regional	Works and Technical Services	Construction Private Inverts	For 20 metre street (short) - standard	C	Yes	N/A		Price on Application
213	Commercial Works	Regional	Infrastructure Services	Works	Technical Services Manager	Regional	Works and Technical Services	Inspection Fee - Inverts	Council Inspection of private Invert construction	C	Yes	N/A		\$64.50
214	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Package Care	Transport costs for clients	C	No	N/A		\$0.70 / km



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215	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Package Care	Home Care Package - Client Exit Charge	C	No	N/A		Maximum Exit amt: \$300 neg
216	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Domestic Assistance (per hour)	C	No	N/A		\$8.00
217	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Allied Health (per visit)	C	No	N/A		\$12.00
218	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Social Support (per hour)	C	No	N/A		\$8.00
219	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Nursing Care	C	No	N/A		No Charge for Service Client Charge for Consumables
220	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Personal Care (per hour)	C	No	N/A		\$8.00
221	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Centre Based Day Care (per day)	C	No	N/A		\$13.00
222	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Meals in Centre (per meal)	C	No	N/A		\$12.00
223	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Respite Care	C	No	N/A		\$8.00
224	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	Home Maintenance (per hour)	C	No	N/A		\$18.00
225	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	HACC Services	CACPS	C	No	N/A		As per Government Fee Schedule
226	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Registered Nurse (per hour)	C	No	N/A		\$95.00
227	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Enrolled Nurse (per hour)	C	No	N/A		\$74.00
228	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Personal Carer (per hour)	C	No	N/A		\$65.00
229	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Provider Care Management	C	No	N/A		\$58.00
230	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Self Managed by client	C	No	N/A		\$58.00
231	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Cleaning & household tasks	C	No	N/A		\$65.00
232	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Light gardening	C	No	N/A		\$80.00
233	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - In Home Respite	C	No	N/A		\$65.00
234	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Management Level 1	C	No	N/A		\$24.00
235	Community Care Service Fees	Regional	Community & Liveability	Health Services	Health Services Manager	Regional	Finance, Corporate Services and Business Strategy	Community Care Services Fees	Package Care - Processing charge on third party purchases eg: equipment purchase + 13.52% Overhead	C	No	N/A		Price on Application
236	Council Rooms	Regional	Corporate Services	Facilities	Facilities Manager	Regional	Strategic Communications and Council Facilities	Use of Council Rooms	Use of a Council Room by a Local Not For Profit or Charity excluding theatres, art galleries, showgrounds, the Dalby Events Centre, the Chinchilla Cultural Centre and the Leichhardt Centre for the purpose of meetings.	C	No	N/A		\$nil. This rate is not to apply to functions, seminars and conferences.
237	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDPREMIX - Premix (per tonne)	C	Yes	N/A		Price on Application

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238	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDSCR5 - 5mm Screenings (per tonne)	C	Yes	N/A		\$36.40
239	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDSCR7 - 7mm Screenings (per tonne)	C	Yes	N/A		\$49.40
240	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDSCR10 - 10mm Screenings (per tonne)	C	Yes	N/A		\$56.20
241	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDSCR14 - 14mm Screenings (per tonne)	C	Yes	N/A		\$54.10
242	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDLOAM - Loam (per tonne)	C	Yes	N/A		\$60.30
243	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDSAND - Sand (per tonne)	C	Yes	N/A		\$83.20
244	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BRIDGE - Ridge Gravel (per tonne)	C	Yes	N/A		Not available
245	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDDUST - Crusher Dust (per tonne)	C	Yes	N/A		Not available
246	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDLATER - Crushed Laterite (per tonne)	C	Yes	N/A		Not available
247	Depot Stock	Bell	Infrastructure Services	Technical Services	Technical Services Manager	Bell	Works and Technical Services	Bell	BDBASE - Base Gravel (per tonne)	C	Yes	N/A		\$44.20
248	Depot Stock	Dalby	Infrastructure Services	Technical Services	Technical Services Manager	Dalby Depot	Works and Technical Services	Dalby Depot	DDSCR5 - 5mm Screenings (per tonne)	C	Yes	N/A		\$36.40
249	Depot Stock	Dalby	Infrastructure Services	Technical Services	Technical Services Manager	Dalby Depot	Works and Technical Services	Dalby Depot	DDSCR10 - 10mm Screenings (per tonne)	C	Yes	N/A		\$57.20
250	Depot Stock	Dalby	Infrastructure Services	Technical Services	Technical Services Manager	Dalby Depot	Works and Technical Services	Dalby Depot	DDLOAM - Loam (per tonne)	C	Yes	N/A		\$58.30
251	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDPREMIX - Premix (per tonne)	C	Yes	N/A		Price on Application
252	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDSCR7 - 7mm Screenings (per tonne)	C	Yes	N/A		\$48.90
253	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDSCR14 - 14mm Screenings (per tonne)	C	Yes	N/A		\$54.10
254	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDSAND - Sand (per tonne)	C	Yes	N/A		\$83.20
255	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDDUST - Crusher Dust (per tonne)	C	Yes	N/A		\$31.20
256	Depot Stock	Jandowae	Infrastructure Services	Technical Services	Technical Services Manager	Jandowae Depot	Works and Technical Services	Jandowae Depot	JDBASE - Base Gravel (per tonne)	C	Yes	N/A		\$44.20
257	Road Closure Application Fee	Regional	Infrastructure Services	Legal	General Counsel	Regional	Works and Technical Services	Road Closure	Standard fee for the assessment of permanent road closures.	C	No	N/A		\$814.50
258	Permit to Occupy Application Fee	Regional	Infrastructure Services	Legal	General Counsel	Regional	Works and Technical Services	Permit to Occupy	Standard fee for the assessment of permits to occupy on State land.	C	No	N/A		\$610.50
259	Digital Media	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Digital Media	CD-R/CD-RW - Blank (each)	C	Yes	N/A		\$2.20
260	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Application for Environmental Authority certificate (plus Annual Fee for that AES scored ERA)	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
261	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Application for continuing Environmental Authority certificate	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
262	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Application for altering Environmental Authority certificate (without DA)	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
263	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Review of Decision	CR	No	LGA s.262(3)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
264	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Annual Environmental Authority Fee for ERA with AES of 0 to 10	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
265	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Annual Fee Environmental Authority for ERA with AES of 11 to 28	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
266	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Annual Fee Environmental Authority for ERA with AES of 29 and above	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.
267	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Protection Act 1994	Miscellaneous Inspection (for second or subsequent pre lodgement meeting, plan approval compliance inspection or compliance notice inspection)	CR	No	LGA s.97(2)(a)	Environmental Protection Act 1994	Stimulus Package - Fee/Charge waived for 2020-21.

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268	Environmental Protection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Development Application	Development Application for Material Change of Use for Environmentally Relevant Activity.	CR	No	LGA s.97(2)(a)	Planning Act, Environmental Protection Act	Stimulus Package - Fee/Charge waived for 2020-21.
269	EV Charging Station	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby - Bell Park	Recreational Spaces and Cemeteries	EV Charging Per KW Hour	Electronic Vehicle (EV) owners can utilise this charging facility to charge their car	C	Yes	N/A		\$0.30 per kilowatt hour
270	Finance	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Administration Fee	Dishonoured Cheque / Stop Payment Fee (in addition to bank charges payable by the Council)	C	No	N/A		\$20.80 + Bank Charge Payable by Council
271	Fleet	Regional	Infrastructure Services	Works	Works Principal	Regional	Works and Technical Services	External Plant Hire	External plant hire in accordance with Commercial Works Policy	C	Yes	N/A		Standard internal plant hire rate + 16% overhead + 10% (Min 30 min hire)
272	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Application Fee - High Risk [Annual Licence Fee applicable if approved - usually paid upfront]	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
273	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Application Fee - Medium risk food premises, fixed, annual temporary food stalls, camp kitchens (per kitchen) and mobile food premises [Annual Licence Fee applicable if approved - usually paid upfront]	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
274	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Urgent Application - Additional Processing Fee (Note: Subject to availability, assessment to be completed within 10 business days of receipt. Application will revert to standard assessment if application is insufficient or requires further information; in that case, no refund will be provided). Not available for High Risk Food Premises or Food Safety Program assessments	CR	No	LGA s.97(2)(a)	Food Act 2006	Low Risk or Medium Risk Licence: \$1,362 (Note: First year licence fee is also required to be paid at time of application. This type of application is not available for high risk premises, or voluntary submission of Food Safety Program)
275	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Annual Licence Fee - Medium Risk food premises (includes fixed, temporary, mobile and camp kitchens (per kitchen))	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
276	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Annual Licence Fee - High Risk food premises	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
277	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Annual Licence Fees for Not-for-profit community organisations	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
278	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Application and licence (temporary food business, three day permit)	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
279	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Late Application Fee - Application and licence (temporary food business, three day permit)	CR	No	LGA s.97(2)(a)	Food Act 2006	\$105 (temporary food stall - not-for-profit = \$27)
280	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Late Application Fee - Application and licence (not-for-profit temporary food stall)	CR	No	LGA s.97(2)(a)	Food Act 2006	\$105 (temporary food stall - not-for-profit = \$27)
281	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Pro-rata percentage of food annual licence fee (excluding late renewals); rounded down to the nearest dollar	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
282	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Pro-rata percentage of food annual licence fee (excluding late renewals); rounded down to the nearest dollar	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
283	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Pro-rata percentage of food annual licence fee (excluding late renewals); rounded down to the nearest dollar	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
284	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Pro-rata percentage of food annual licence fee (excluding late renewals); rounded down to the nearest dollar	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
285	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	N/A	Planning, Environment and Agribusiness	Food Act 2006	Pro-rata percentage of food annual licence fee (excluding late renewals); rounded down to the nearest dollar	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
286	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Amendment Application - Mobile Food Licence (Camp Kitchen) (amendment of property details only) (per amendment)	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
287	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Amendment to licence	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
288	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Accreditation of Third Party Certified Food Safety Program	CR	No	LGA s.97(2)(a)	Food Act 2006	\$219.20
289	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Accreditation of Food Safety Program	CR	No	LGA s.97(2)(a)	Food Act 2006	Contractor Cost plus 40% oncost, min \$1,220
290	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Review of Decision	CR	No	LGA s.262(3)	Food Act 2006	\$327.80
291	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Miscellaneous Inspection (for second or subsequent pre lodgement meeting, plan approval compliance inspection or compliance notice inspection)	CR	No	LGA s.97(2)(a)	Food Act 2006	\$171.50
292	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Miscellaneous Information Notice fee (where second or subsequent information notices are required, such as for Applications for Licences and Applications for Accreditation of Food Safety Programs)	CR	No	LGA s.97(2)(a)	Food Act 2006	\$171.50
293	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Induction Fee - Other than site specific inductions requiring less than 20min to complete	CR	No	LGA s.97(2)(a)	Food Act 2006	\$114/hr or part thereof
294	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Application & Licence Fees - Temporary Event Food Premises for Not-for-profit community organisations (where application is made more than 5 days prior to the event)	CR	No	LGA s.97(2)(a)	Food Act 2006	Stimulus Package - Fee/Charge waived for 2020-21.
295	Food	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Food Act 2006	Application & Licence Fees - Temporary Event Food Premises for Not-for-profit community organisations (where application is made within 5 days prior to the event)	CR	No	LGA s.97(2)(a)	Food Act 2006	\$50.75, or Nil Charge where applications are made no less than 5 business days prior to event.
296	Gas	Dalby	Infrastructure Services	Utilities	Utilities Manager	Dalby Gas	Utilities	Dalby Gas New Domestic Gas Service Line and Meter Fee (Note: Gas Connection Fee is additional - see line 286)	Up to 6 meters from property boundary to meter- location subject to approval by Network Supervisor	C	No	N/A		\$629.30
297	Gas	Dalby	Infrastructure Services	Utilities	Utilities Manager	Dalby Gas	Utilities	Dalby Gas New Domestic Gas Service Line and Meter Fee (Note: Gas Connection Fee is additional - see line 286)	Greater than 6 meters from property boundary to meter	C	No	N/A		Quoted price



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298	Gas	Dalby	Infrastructure Services	Utilities	Utilities Manager	Dalby Gas	Utilities	Disconnection Gas Service Line - Dalby (includes removal of meter and disconnection at main)	Normally only for redevelopment sites	C	No	N/A		\$629.30
299	Gas	Dalby	Infrastructure Services	Utilities	Utilities Manager	Dalby Gas	Utilities	Dalby Gas reconnection fee (at house)	If disconnection due to non-payment	C	Yes	N/A		\$191.40
300	Gas	Dalby	Infrastructure Services	Utilities	Utilities Manager	Dalby Gas	Utilities	Gas Connection Fee	This applies to all gas service activations and is included in initial Gas Bill	C	Yes	N/A		\$60.30
301	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous- A3 Map production	Creation and Printing of a A3 Map from GIS	C	No	N/A		\$21.30
302	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous- A2 Map production	Creation and Printing of a A2 Map from GIS	C	No	N/A		\$42.60
303	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous- A1 Map production	Creation and Printing of a A1 Map from GIS	C	No	N/A		\$85.30
304	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous- A0 Map production	Creation and Printing of a Map from GIS	C	No	N/A		\$171.50
305	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	A1 Flood map with Depth	Copy of A1 Flood map with Depth	C	No	N/A		\$85.30
306	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	A1 Flood map with Hazard	Copy of A1 Flood map with Hazard	C	No	N/A		\$85.30
307	GIS	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Copy of Road Directory	Copy of Road Directory	C	No	N/A		\$32.20
308	Grid	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Grid Licence	Application Fee	CR	No	LGA s.97(2)(a)	Local Laws (various)	\$114.40
309	Grid	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Grid Licence	Licence Fee (Annual Per Year)	CR	No	LGA s.97(2)(a)	Local Laws (various)	\$31.20
310	Licences	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Restoration of licences	Restoration of expired licences	CR	No	LGA s.97(2)(a)	Various	\$52.80 per licence (in addition to normal licence renewal charges)
311	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Mowing of overgrown property	CR	Yes	LGA s.97(2)(a)	Local Law (control of nuisances)	Contractor Cost plus 100% oncost
312	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Use of Cunningham Street Covered Area (adjacent to Longs Lane) for Commercial Purposes (as provided in Conditions of Local Law Permit)	C	Yes	LGA s.97(2)(a)	Local Law (Commercial Use of Roads)	Stimulus Package - Fee/Charge waived for 2020-21.
313	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Review of decision	CR	No	LGA s.262(3)	Local Law (various)	\$162.40
314	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Application fee for Local Law licence/permit/approval	CR	No	LGA s.97(2)(a)	Local Laws (various)	\$116.70
315	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Local Law Annual Licence/Approval Fee (other than Animal Management)	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.
316	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Three day permit - Local Laws (Inc. commercial use of roads, temporary event etc.) - Commercial Standard Rate	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.
317	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Three day permit - Local Laws (Inc. commercial use of roads, temporary event etc.) - Commercial. Resident/Ratepayer discount	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.
318	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Renewal - licence for A frame signs	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.
319	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Application fee - Billboard or other sign	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.
320	Local Law	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Local Laws	Renewal - licence for Billboard or other sign	CR	No	LGA s.97(2)(a)	Local Laws (various)	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
321	Museum	Meandarra	Community & Liveability	Community Development	Community Development Manager	Meandarra	Community and Cultural Development	Meandarra ANZAC Memorial Museum	Entrance fee (Adult)	C	Yes	N/A		\$5.00
322	Museum	Meandarra	Community & Liveability	Community Development	Community Development Manager	Meandarra	Community and Cultural Development	Meandarra ANZAC Memorial Museum	Entrance fee (Child)	C	Yes	N/A		\$3.00
323	Museum	Meandarra	Community & Liveability	Community Development	Community Development Manager	Meandarra	Community and Cultural Development	Meandarra ANZAC Memorial Museum	Entrance fee (Family)	C	Yes	N/A		\$12.20
324	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Scalp Bounty	Bounty for Dingo/Wild Dog Scalps (stat Dec & other evidence may be required)	CR	Yes	LGA s.97(2)(a)	Biosecurity Act	\$50.00
325	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Wild Dog Baiting	Sale of Manufactured 1080 Baits (dog strength, sold in various sized packs)	C	Yes	N/A		* Doggone --- \$2/bait or \$157/farm pack (72 baits). * DE-K9 --- \$3/bait or \$63/box of 20 * Fox-Off --- \$2/bait or \$188/farm pack (120 baits)
326	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Weed Control (Private Property)	Weed Control completed on Private Property -- at request.	C	Yes	N/A		\$125/hour (labour/equipment), plus chemical (at cost)
327	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Weed Control (Private Property)	Weed Control completed on Private Property -- at request -- ADMINISTRATION FEE	C	Yes	N/A		\$104.00
328	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Weeds Inspection	Inspection service of a vehicle (per passenger vehicle, or per hour for trucks or equipment)	C	Yes	N/A		\$110.30
329	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Weeds Inspection	Inspection service of property (per hour)	C	Yes	N/A		\$110.30
330	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Washdown Bay	Use of Washdown Bay (via use of AVDATA system) (Per minute) - High pressure outlet only	C	Yes	N/A		\$1.20
331	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Washdown Bay	Use of Washdown Bay (via use of AVDATA system) (Per minute) - High volume outlet only	C	Yes	N/A		\$1.40
332	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Washdown Bay	Purchase of AVDATA Keys	C	Yes	N/A		\$36.40
333	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Washdown Bay -- Tara	Saleyards Washdown Bay - Annual Fee - local transport companies that use it. Additional Water Meter Costs and annual water costs will be incurred	C	Yes	N/A		\$520.20

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334	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Wild Dog Baiting	Provision of Wild Dog Baits during campaign	C	Yes	N/A		No Charge - (max 12 baits per property)
335	Pest Management	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Wild Pig Baiting	Lacing of Grain Baits for syndicates during Wild Pig Coordinated Baiting Campaign	C	Yes	N/A		No charge for syndicate groups (provided own grain is supplied)
336	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A4 (Black) - (per copy)	C	Yes	N/A		\$0.20
337	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying/Printing - Libraries and Dogwood Crossing at Miles - A3 (Black) - (per copy)	C	Yes	N/A		\$0.40
338	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A4 (Black) - Double Sided - (per sheet)	C	Yes	N/A		\$0.40
339	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A4 (Colour) - (per copy)	C	Yes	N/A		\$1.00
340	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A4 (Colour) - Double Sided - (per sheet)	C	Yes	N/A		\$1.50
341	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A3 (Colour) - (per copy)	C	Yes	N/A		\$2.40
342	Photocopying/ Scanning/ Printing	Libraries and Dogwood Crossing at Miles	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/Printing - Libraries and Dogwood Crossing at Miles	Photocopying//Printing - Libraries and Dogwood Crossing at Miles - A3 (Colour) - Double Sided - (per sheet)	C	Yes	N/A		\$3.00
343	Photocopying/ Scanning/ Printing	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Laminating	Laminating - Business Card (per pocket)	C	Yes	N/A		\$2.20
344	Photocopying/ Scanning/ Printing	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Laminating	Laminating - A4 (per pocket)	C	Yes	N/A		\$3.20
345	Photocopying/ Scanning/ Printing	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Laminating	Laminating - A3 (per pocket)	C	Yes	N/A		\$5.30
346	Photocopying/ Scanning/ Printing	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Binding	Binding (per book)	C	Yes	N/A		\$4.50
347	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A4 (Black) - (per copy)	C	Yes	N/A		\$0.50
348	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A4 (Black) - Double Sided - (per sheet)	C	Yes	N/A		\$0.50
349	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A4 (Colour) - (per copy)	C	Yes	N/A		\$1.00
350	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A4 (Colour) - Double Sided - (per sheet)	C	Yes	N/A		\$1.50
351	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A3 (Black) - (per copy)	C	Yes	N/A		\$0.60
352	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A3 (Black) - Double Sided - (per sheet)	C	Yes	N/A		\$0.80
353	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A3 (Colour) - (per copy)	C	Yes	N/A		\$2.30
354	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A3 (Colour) - Double Sided - (per sheet)	C	Yes	N/A		\$2.30
355	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A0 - (per copy)	C	Yes	N/A		\$5.00



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356	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - B1 - (per copy)	C	Yes	N/A		\$4.20
357	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A1 - (per copy)	C	Yes	N/A		\$3.70
358	Photocopying/ Scanning/ Printing	Regional	Corporate Services	ICT	Chief Technology Officer	Regional	Finance, Corporate Services and Business Strategy	Photocopying/ Scanning/ Printing	Photocopying/Scanning/Printing - A2 - (per copy)	C	Yes	N/A		\$2.50
359	Plan Printing	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous - Plotting	Plan Plotting - A1 (per copy)	C	Yes	N/A		\$6.40
360	Plan Printing	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous - Plotting	Plan Plotting - A2 (per copy)	C	Yes	N/A		\$4.30
361	Plan Printing	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous - Plotting	Plan Plotting - A3 (per copy)	C	Yes	N/A		\$4.30
362	Plan Printing	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Miscellaneous	Plan Printing - Copy of Road Register	C	No	N/A		\$33.30
363	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Monetary Contributions - Car parking in lieu - Centre Zones (per space)	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	\$5,205.00
364	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Monetary Contributions - Car parking in lieu - All other zones (per space)	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	\$2,890.00
365	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Combined Applications (involving more than 1 type of development and/or multiple land uses): Fees for a combined application are to be the sum of those fees that would have been required in the event of a separate development application being lodged for each type (e.g. Material Change of Use, Reconfiguring a Lot, Building Work etc.). Where an application involves more than 1 type of land use, the fee is to be based on the highest land use fee plus 75% of the fee for each additional land use proposed as part of the application.	CR	No	LGA s.97(2)(a)	Section 51 Planning Act 2016	In accordance with description
366	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning - Refunds	Refund of Fees - Where a MCU or ROL application has an agreed pre-lodgement outcome, no request for information issued and no applicant appeal, a 40% refund is available.	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
367	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning - Refunds	<p>Withdrawn Applications - If an application is withdrawn, a refund of application fees is applicable as follows:</p> <p>(a) Part 1 (Application): 75%</p> <p>(b) Part 2 (Referral) and Part 3 (Information): 50%</p> <p>(c) Part 4 (Notification): 25%</p> <p>(d) Part 5 (Decision): No refund is applicable</p> <p>If an application lapses during the Development Application process, no refund is payable.</p>	CR	No	LGA s.97(2)(a)	Planning Act 2016	<p>Withdrawn Applications - If an application is withdrawn, a refund of application fees is applicable as follows:</p> <p>(a) Part 1 (Application): 75%</p> <p>(b) Part 2 (Referral) and Part 3 (Information): 50%</p> <p>(c) Part 4 (Notification): 25%</p> <p>(d) Part 5 (Decision): No refund is applicable.</p> <p>If an application lapses during the Development Application process, no refund is payable.</p>
368	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Request for application to be considered under a Superseded Planning Scheme. This fee is for Council to determine if the development application will or will not be considered under a superseded planning scheme. This fee applies in addition to the applicable development application fee.	CR	No	LGA s.97(2)(a)	Section 51 Planning Act 2016	\$1,040.00
369	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	<p>A use not specifically identified in the Fee Schedule and/or unusual circumstances:</p> <p>(a) where an application involves a use not specifically provided for and the use or application could not reasonably be included in a category that is provided in the Schedule of Fees, the General Manager Infrastructure Service or Planning Manager shall assess the relevant fee.</p> <p>This fee is to be based on an estimated fee to cover the actual cost for Council to cover the assessment and determination of the application.</p>	CR	No	LGA s.97(2)(a)	Planning Act 2016	Price on Application

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370	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Re-submission of a Lapsed Approval: Where the currency period of an approval has lapsed and a development application is: (a) resubmitted within 6 months of the approval lapsing, and (b) the proposal is generally in accordance with the former approved plans, and (c) there has been no change to the Planning Scheme provisions, the applicable fee will be 75% of the applicable current fee. Council will not accept the re-submission of an lapsed approval more than once.	CR	No	LGA s.97(2)(a)	Planning Act 2016	In accordance with description
371	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Re-submission of a Lapsed Application: Where a development application has lapsed and a new development application is: (a) resubmitted within 6 months of the application lapsing, and (b) the proposal is generally in accordance with the former proposal, and (c) there has been no change to the Planning Scheme provisions or relevant legislation, the applicable fee will be 75% of the applicable current fee. Council will not accept the re-submission of a lapsed application more than once.	CR	No	LGA s.97(2)(a)	Planning Act 2016	In accordance with description
372	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Preliminary Approval: Any application made for a preliminary approval defined in accordance with Section 49(2) of the Planning Act 2016 is subject to a fee of 75% of the fee applicable to a request for a development Permit. A subsequent Development Permit sought for development on land where the proposed development is in accordance with preliminary approval, is subject to 75% of the applicable current fee.	CR	No	LGA s.97(2)(a)	Section 51 Planning Act 2016	In accordance with description
373	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Variation Approval: Any application made for a variation approval defined in accordance with the Planning Act 2016 is subject to a fee of 125% of the fee applicable to a request for a development Permit. A subsequent Development Permit sought for development on land where the proposed development is in accordance with preliminary approval, is subject to 75% of the applicable current fee	CR	No	LGA s.97(2)(a)	Section 51 Planning Act 2016	In accordance with description
374	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Additional compliance inspections	Where any additional compliance inspection is required (i.e.. The first compliance inspection does not attract a charge)	CR	No	LGA s.97(2)(a)	Planning Act 2016	\$140.00

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375	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Negotiated Decision Notice	Request for a Negotiated Decision Notice	CR	No	LGA s.97(2)(a)		10% of the original application fee. Minimum fee: \$385
376	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Exemption Certificate	Request for an Exemption Certificate	CR	No	LGA s.97(2)(a)	Section 46, Planning Act 2016	\$120.00
377	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Concurrence Agency Response	Concurrence Agency Response for Building Work that is Assessable Development in the Planning Scheme	CR	No	LGA s.97(2)(a)	Planning Act 2016	\$580.00
378	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning Schemes - a copy of one planning scheme	Copy of Planning Scheme (electronic only)	CR	No	LGA s.97(2)(a)	Planning Act 2016	\$115.00
379	Planning Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Run a proposed bulk earthworks plan through flood model	Council engages Water Technology on behalf of developer to run a proposed subdivision through the flood model	C	Yes	N/A		P.O.A + Council administrative fee of 20% of the cost of flood assessment or \$1565, whichever is the lesser.
380	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Dalby Town Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	\$2,315 per charge unit associated with the Regulated Infrastructure Charges Schedule (Dalby). When not located in the Priority Infrastructure Area: Water Supply \$4,630; Sewer \$4,630; Stormwater \$4,630; Transport \$1,160 and Parks and Gardens \$595 per additional lot or corresponding EP demand.
381	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Tara Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	\$2,315 per charge unit associated with the Regulated Infrastructure Charges Schedule (Dalby). When not located in the Priority Infrastructure Area: Water Supply \$4,630; Sewer \$4,630; Stormwater \$4,630; Transport \$1,160 and Parks and Gardens \$595 per additional lot or corresponding EP demand.

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382	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Chinchilla Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	Water Supply \$4,630; Sewer \$4,630; Stormwater \$4,630; Transport \$1,160 and Parks and Gardens \$595 per additional lot or corresponding EP demand.
383	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Wambo Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	Sewerage Headworks Contribution \$2,400 per lot created; Water Headworks Contribution \$2,780 per lot created; Subdivision Roadworks Contribution - Gravel Rd \$2,000 per lot created; Subdivision Roadworks Contribution - Sealed Rd \$3,260 per lot created
384	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Murilla Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	Water Supply \$6,950; Sewer \$6,950; Transport \$1,160 and Parks and Gardens \$595
385	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Contributions (Taroom Planning Scheme Area) for applications made or approvals granted prior to 1 July, 2011	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	Water Supply \$6,950; Sewer \$6,950; Transport \$1,160 and Parks and Gardens \$595
386	Planning Application - Infrastructure Contributions	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Town Planning	Infrastructure Contributions	CR	No	LGA s.97(2)(a)	Chapter 3, Part 3, Division 3, Planning Act 2016	Refer to Council's Infrastructure Charges Resolution on Council's website.
387	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 1 to 2 lots	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
388	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 1 to 2 lots	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
389	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 3 -10 lots	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
390	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 3 -10 lots	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

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391	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 11 - 20 lots	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
392	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - 11 - 20 lots	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
393	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - more than 20 lots	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
394	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Reconfiguring a Lot - more than 20 lots	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
395	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Boundary Realignment	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
396	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Boundary Realignment	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
397	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Access Easement, Dividing Land into parts by Agreement (lease exceeding 10 years)	Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
398	Planning Application - ROL	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Access Easement, Dividing Land into parts by Agreement (lease exceeding 10 years)	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
399	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Where infrastructure will remain privately owned but is assessable development (including water, sewer, roads, drainage and landscaping) - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
400	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Where infrastructure will remain privately owned but is assessable development (including water, sewer, roads, drainage and landscaping) - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
401	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
402	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
403	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Where infrastructure will remain privately owned (including water, sewer, roads, drainage and landscaping) - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
404	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Where infrastructure will remain privately owned (including water, sewer, roads, drainage and landscaping) - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
405	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - up to \$500,000 - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.



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406	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - up to \$500,000 - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
407	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - \$500,001 - \$1,000,000 - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
408	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - \$500,001 - \$1,000,000 - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
409	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - over \$1,000,000 - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
410	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Civil works where infrastructure will become Council owned (including water, sewer, roads, drainage, landscaping) - over \$1,000,000 - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
411	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Reinspection Fee - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
412	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Inspection Fees	Reinspection Fee - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
413	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Advertising Device - Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
414	Planning Application - Op Works	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Operational Works - Application Fee	Advertising Device - Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
415		Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Material Change of Use - Residential Activities						
416	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dwelling House Caretaker's Accommodation Dwelling Unit Rural Workers' Accommodation	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
417	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dwelling House Caretaker's Accommodation Dwelling Unit Rural Workers' Accommodation	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
418	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Residential Outbuildings (where the area is larger than the area specified in the acceptable solutions of the relevant code)	All applications	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
419	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Home Based Business	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
420	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dual Occupancy Multiple Dwelling Relocatable Home Park Residential Care Facility Retirement Facility	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.



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421	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dual Occupancy Multiple Dwelling Relocatable Home Park Residential Care Facility Retirement Facility	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
422	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Community Residence Rooming Accommodation Short-Term Accommodation	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
423	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Community Residence Rooming Accommodation Short-Term Accommodation	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
424	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Nature-based Tourism Outstation Resort Complex Tourist Park	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
425	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Nature-based Tourism Outstation Resort Complex Tourist Park	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
426	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Non-Resident Workforce Accommodation	All applications	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
427	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Material Change of Use Business Activities						Stimulus Package - Fee/Charge waived for 2020-21.
428	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Adult Store Agricultural Supplies Store Brothel Bulk Landscape Supplies Food and Drink Outlet Garden Centre Hardware and Trade Supplies Office Outdoor Sales Sales Office Shop Shopping Centre Showroom Veterinary Services	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
429	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Adult Store Agricultural Supplies Store Brothel Bulk Landscape Supplies Food and Drink Outlet Garden Centre Hardware and Trade Supplies Office Outdoor Sales Sales Office Shop Shopping Centre Showroom Veterinary Services	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
430	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Market	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
431	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Market	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
432	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Car Wash Service Station	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
433	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Car Wash Service Station	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
434	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	<i>Material Change of Use - Community Activities</i>						Stimulus Package - Fee/Charge waived for 2020-21.
435	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Childcare Centre Community Care Centre Educational Establishment Emergency Services Hospital	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
436	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Childcare Centre Community Care Centre Educational Establishment Emergency Services Hospital	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
437	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Crematorium Community Use Funeral Parlour Health Care Services Place of Worship	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
438	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Crematorium Community Use Funeral Parlour Health Care Services Place of Worship	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
439	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Detention Facility	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
440	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Detention Facility	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
441	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Cemetery	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
442	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Cemetery	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
443	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	<i>Material Change of Use - Entertainment and Recreation Activities</i>						Stimulus Package - Fee/Charge waived for 2020-21.
444	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Bar Club Function Facility Hotel Indoor Sport and Recreation Nightclub Entertainment Facility Theatre	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
445	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Bar Club Function Facility Hotel Indoor Sport and Recreation Nightclub Entertainment Facility Theatre	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

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446	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Major Sport, Recreation and Entertainment Facility Motor Sport Facility Outdoor Sport and Recreation	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
447	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Major Sport, Recreation and Entertainment Facility Motor Sport Facility Outdoor Sport and Recreation	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
448	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environment Facility	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
449	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environment Facility	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
450	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Park	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
451	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Park	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
452	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Material Change of Use - Industry Activities						Stimulus Package - Fee/Charge waived for 2020-21.
453	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Low Impact Industry Marine Industry Medium Impact Industry Research and Technology Industry Service Industry Transport Depot Warehouse	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

Line No.	Facility/ Service/ Product Type	Scope/ Location	Division	Department	Manager with Lead Responsibility	Facility/ Location (where applicable)	Councillor Portfolio	Subject	Description	Commercial (C)/ Cost Recovery (CR)	GST applicable (Yes/No?)	Cost Recovery Fees - LGA - Section 97 (2) Reference - (a), (b), (c) or (d)	Cost Recovery Fees - Statutory Reference	2020/2021 Fee/Charge (GST inclusive where applicable)
454	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Low Impact Industry Marine Industry Medium Impact Industry Research and Technology Industry Service Industry Transport Depot Warehouse	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
455	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	High Impact Industry, Special Industry, Extractive Industry	Fast Track or Code Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
456	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	High Impact Industry, Special Industry, Extractive Industry	Impact Assessable Per square metre of Total Use Area (GFA + external use areas)	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
457	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Material Change of Use - Rural Activities						Stimulus Package - Fee/Charge waived for 2020-21.
458	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Keeping Intensive Animal Industry	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
459	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Keeping Intensive Animal Industry	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
460	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Aquaculture Intensive Horticulture	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
461	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Aquaculture Intensive Horticulture	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

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462	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Husbandry Cropping Permanent Plantation Rural Industry Wholesale Nursery Winery	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
463	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Animal Husbandry Cropping Permanent Plantation Rural Industry Wholesale Nursery Winery	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
464	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Roadside Stall	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
465	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Roadside Stall	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
466	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	<i>Material Change of Use - Other Activities</i>						
467	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Landing	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
468	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Landing	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
469	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Air Services Parking Station Port Services (per M2 of GFA, external use areas, storage and display areas)	Fast Track or Code Assessable Per square metre of GFA, external use areas, storage and display areas	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
470	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Air Services Parking Station Port Services (per M2 of GFA, external use areas, storage and display areas)	Impact Assessable Per square metre of GFA, external use areas, storage and display areas	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.

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471	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Major Electricity Infrastructure Renewable Energy Facility Substation Telecommunications Facility Utility Installation	Fast Track or Code Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
472	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Major Electricity Infrastructure Renewable Energy Facility Substation Telecommunications Facility Utility Installation	Impact Assessable	CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
473	Planning Application - MCU	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	All Development Applications						
474	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Minor Change	Making a Minor Change to an existing Development Approval	CR	No	LGA s.97(2)(a)	Section 81, Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
475	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Other Change	Making an Other Change to a Development Approval	CR	No	LGA s.97(2)(a)	Section 82, Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
476	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Request to Extend Relevant Period		CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
477	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Survey Plan Sealing						
478	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plan Sealing		CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.



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479	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Endorsement of Community Management Statement		CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
480	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Re-endorsement of Survey Plan		CR	No	LGA s.97(2)(a)	Planning Act 2016	Stimulus Package - Fee/Charge waived for 2020-21.
481	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	<i>Planning and Development Certificates</i>						
482	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Limited		CR	No	LGA s.97(2)(a)	Planning Act 2016	\$90.00
483	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Standard		CR	No	LGA s.97(2)(a)	Planning Act 2016	\$240.00
484	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Full		CR	No	LGA s.97(2)(a)	Planning Act 2016	\$955.00
485	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	<i>Other Approvals</i>						
486	Planning Application - General	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Notification Sign		CR	No	LGA s.97(2)(a)	Planning Act 2016	\$35.00
487	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Requested inspection		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
488	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Commercial/Industrial buildings - Plumbing work		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
489	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing work - New dwellings up to 9 fixtures		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
490	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Alterations and additions		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
491	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - On-site waste water system approval		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
492	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Registration Backflow Prevention Device One off Payment Payment at the time of Plumbing application		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
493	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Minor works		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
494	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Drainage design (sewered area only)		C	Yes	N/A		Stimulus Package - Fee/Charge waived for 2020-21.
495	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Application for building within the zones of influence of a Council sewer		CR	No	LGA s.97(2)(e)	Planning Act 2016 s54	Stimulus Package - Fee/Charge waived for 2020-21.
496	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Greywater installation in the sewered area		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.

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497	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Greywater installation in sewerred area (Inspections)		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
498	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Plumbing - Trade waste permit		CR	No	LGA s.97(2)(e)	Plumbing and Drainage 2002 s85(2)(c)	Stimulus Package - Fee/Charge waived for 2020-21.
499	Plumbing Application	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Solar/Heat Pump form 4 submission	Audit fee as set by State Government	CR	No	LGA s.97(2)(e)	Plumbing and Drainage Act2002s86(2)©	Stimulus Package - Fee/Charge waived for 2020-21.
500	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Health (Infection Control for Personal Appearance Services) Act	Application Fee	CR	No	LGA s.97(2)(a)	Public Health (Infection Control for Personal Appearance Services) Act	Stimulus Package - Fee/Charge waived for 2020-21.
501	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Health (Infection Control for Personal Appearance Services) Act	Licence Fee	CR	No	LGA s.97(2)(a)	Public Health (Infection Control for Personal Appearance Services) Act	Stimulus Package - Fee/Charge waived for 2020-21.
502	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Health (Infection Control for Personal Appearance Services) Act	Transfer of Licence	CR	No	LGA s.97(2)(a)	Public Health (Infection Control for Personal Appearance Services) Act	Stimulus Package - Fee/Charge waived for 2020-21.
503	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Health (Infection Control for Personal Appearance Services) Act	Review of Decision	CR	No	LGA s.262(3)	Public Health (Infection Control for Personal Appearance Services) Act	\$327.80
504	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Public Health (Infection Control for Personal Appearance Services) Act	Miscellaneous Inspection (for second or subsequent pre lodgement meeting, plan approval compliance inspection or compliance notice inspection)	CR	No	LGA s.97(2)(a)	Public Health (Infection Control for Personal Appearance Services) Act	\$171.50
505	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Health	Health Search or requested inspection report for licenced premises - records search and inspection (note: consent of current licensee may be required)	CR	Yes	LGA s.97(2)(c)	Varies	\$172, or \$348 for urgent (within 3 working days)
506	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Health	Urgent Health Search or requested inspection report for licenced premises - records search and inspection (note: consent of current licensee may be required) - within 3 working days of application	CR	Yes	LGA s.97(2)(c)	Varies	\$172, or \$348 for urgent (within 3 working days)
507	Public Health	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Environmental Health	Health Search or requested inspection report for licenced premises - Records search only (note: consent of current licensee may be required)	CR	No	LGA s.97(2)(c)	Varies	\$101.50
508	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Concrete Aggregate	AGG32 - 50mm - 22mm (1 1/4" - 7/8") (per tonne)	C	Yes	N/A		\$32.20
509	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Concrete Aggregate	SCR19 - 19mm Nominal (3/4") (per tonne)	C	Yes	N/A		\$32.80
510	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Screenings	SCR14 - 14mm Nominal (1/2") (per tonne)	C	Yes	N/A		\$38.50
511	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Screenings	SCR10 - 10mm Nominal (3/8") (per tonne)	C	Yes	N/A		\$38.50
512	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Screenings	SCR7 - 7mm Nominal (per tonne)	C	Yes	N/A		\$38.50
513	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Screenings	SCR5 - 5mm Nominal (3/16") (per tonne)	C	Yes	N/A		\$30.20
514	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Precoated Screenings	RP14 - 14mm Nominal (1/2") (per tonne)	C	Yes	N/A		\$51.00
515	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Precoated Screenings	PR10 - 10mm Nominal (3/8") (per tonne)	C	Yes	N/A		\$57.20
516	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Precoated Screenings	PR7 - 7mm Nominal (per tonne)	C	Yes	N/A		\$61.40
517	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Road Base	BASE - Base Gravel Road Base (per tonne)	C	Yes	N/A		\$23.90

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518	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Road Base	BASEM - Base Gravel - Moisture Added / Road Base Moisture Added (per tonne)	C	Yes	N/A		\$27.00
519	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Road Base	CROVER - Crushed Overburden	C	Yes	N/A		\$20.00
520	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Crusher Runs	SC22 - 22mm Scalping (Blue Scalp) (per tonne)	C	Yes	N/A		\$21.80
521	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Crusher Runs	RUN7 - 7mm - 0 (per tonne)	C	Yes	N/A		\$20.00
522	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Crusher Runs	RUN5 - 5mm - 0 (3/16" - 0) (per tonne)	C	Yes	N/A		\$16.20
523	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Crusher Runs	DUST - Crusher Dust (per tonne)	C	Yes	N/A		\$19.00
524	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Rock	ROCK - Rock (ex Crusher Floor - Blown) (per tonne)	C	Yes	N/A		\$23.90
525	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Rock	ROCK200 - 200mm - 75mm Rock (per tonne)	C	Yes	N/A		\$32.20
526	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Rock	ROCK300 - 300mm - 200mm Rock (per tonne)	C	Yes	N/A		\$32.20
527	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Rock	SC50C - 50mm Clay Scalp (per tonne)	C	Yes	N/A		\$21.80
528	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Miscellaneous	CONC - Concrete Blend (per tonne)	C	Yes	N/A		\$45.80
529	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Miscellaneous	CONCF - Concrete Blend - Fine (per tonne)	C	Yes	N/A		\$46.80
530	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Miscellaneous	LOAM - Loam (per tonne)	C	Yes	N/A		\$39.50
531	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Miscellaneous	SAND - Sand (per tonne)	C	Yes	N/A		\$55.10
532	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Miscellaneous	OVER - Crusher Overburden (per tonne)	C	Yes	N/A		\$16.80
533	Quarry	Jimbour	Infrastructure Services	Technical Services	Technical Services Manager	Jimbour Quarry	Works and Technical Services	Jimbour Quarry Weigh Bridge Charges	Truck	C	Yes	N/A		\$20.80
534	Regulated Parking	Dalby	Community & Liveability	Planning & Environment	Planning & Environment Manager	Dalby	Planning, Environment and Agribusiness	Regulated Parking - Dalby	Late payment of Parking Fine	CR	No	LGA s.97(2)(a)	LOCAL LAW NO. 5 (PARKING 2011)	\$29.40
535	Regulated Parking	Dalby	Community & Liveability	Planning & Environment	Planning & Environment Manager	Dalby	Planning, Environment and Agribusiness	Regulated Parking - Dalby	Reserve Parking - Per day or part thereof (In accordance with Council Policy)	CR	No	LGA s.97(2)(a)	LOCAL LAW NO. 5 (PARKING 2011)	\$12.70
536	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Property Search	Rate Search - Urgent (within a period of 2 business days) Note: Does not include special meter reading.	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$243.60
537	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Property Search	Rate Search - Written (normal clearance i.e. within 7 days of enquiry) Note: Does not include special meter reading	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$169.50
538	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Property Search	Rate Search - Partial	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$91.40
539	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Property Search	Rate Search - Counter / Telephone	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$58.90
540	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Rates Notice	Supply copy rates/water/gas notices for rating period other than the current financial year	C	Yes	LGA s.97(2)(c)	LGA S.1071A	\$10.40
541	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Meter Readings	Water meter Reading (outside regular bi-annual schedules)	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$46.80
542	Revenue Service	Regional	Corporate Services	Finance	Chief Financial Officer	Regional	Finance, Corporate Services and Business Strategy	Meter Readings	Urgent meter reading (within a period of 2 business days)	CR	No	LGA s.97(2)(c)	LGA S.1071A	\$69.00
543	Reward	Regional	Infrastructure Services	Technical Services	Technical Services Manager	Regional	Works and Technical Services	Reward for Vandalism Prosecution	A reward for information leading to the conviction of a person for an offence involving damage to, or theft of, property of the local government or under the local government's control.	C	Yes	N/A		\$1,070.50

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544	Right to Information	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Right to Information	Application Fee	CR	No	LGA s.97(2)(c)	Right to Information Act and Regulation	Set by Regulation - as amended by the Office of the Information Commissioner. Please refer to <a href="http://www.rti.qld.gov.au/fees-and-charges">http://www.rti.qld.gov.au/fees-and-charges</a>
545	Right to Information	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Right to Information	Processing Charge for non-personal applications (charge can include searching for documents, reviewing documents for release and making an officer available for inspection of released documents)	CR	No	LGA s.97(2)(c)	Right to Information Act and Regulation	Set by Regulation - as amended by the Office of the Information Commissioner. Please refer to <a href="http://www.rti.qld.gov.au/fees-and-charges">http://www.rti.qld.gov.au/fees-and-charges</a>
546	Right to Information	Regional	Corporate Services	Customer Support and Governance	Customer Support and Governance Manager	Regional	Finance, Corporate Services and Business Strategy	Right to Information and Information Privacy	Photocopying per A4 page (black and white) - Right to Information and Information Privacy applications only	CR	No	LGA s.97(2)(c)	Right to Information Act and Regulation; Information Privacy Act and Regulation	Set by Regulation - as amended by the Office of the Information Commissioner. Please refer to <a href="http://www.rti.qld.gov.au/fees-and-charges">http://www.rti.qld.gov.au/fees-and-charges</a>
547	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Horses (per head) (Sold)	C	Yes	N/A		\$9.50
548	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Horses (per head) (Unsold)	C	Yes	N/A		\$9.50
549	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Visual Appraisal Cattle (per head) (Sold)	C	Yes	N/A		\$7.10
550	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Visual Appraisal Cattle (per head) (Unsold)	C	Yes	N/A		\$7.10
551	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Scale Cattle - (per head) - Single Beast (Sold)	C	Yes	N/A		\$14.20
552	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Scale Cattle - per head - Multiple Beast (Sold )	C	Yes	N/A		\$12.40
553	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Scanning Fee (per head) (Sold)	C	Yes	N/A		\$1.80
554	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Scanning Fee (per head) (Unsold)	C	Yes	N/A		\$1.80
555	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Yard Fees for Stock at Sales	Calves (scanned with cows per head) (Sold )	C	Yes	N/A		\$1.80
556	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Weighing Charges	Cattle - plus scale operation (per head)	C	Yes	N/A		\$7.10
557	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Weighing Charges	Scale Operation Charge (per hour)	C	Yes	N/A		\$68.70
558	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Weighing Charges	Minimum Charge	C	Yes	N/A		\$139.50
559	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Weighing Charges	Scales "off peak" time	C	Yes	N/A		Price on Application
560	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities	* Note: The following fees do not apply to stock yarded for sale for four days before and four days after sale.	C	Yes	N/A		Refer description
561	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities	* Horses - per head - per day	C	Yes	N/A		\$2.40



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562	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities	* Cattle - per head - per day	C	Yes	N/A		\$0.70
563	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities	* Minimum Fee - per day	C	Yes	N/A		\$54.10
564	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities	Only hay accompanied by Supplier Declaration is to be used in the Dalby Regional Saleyards. If any Sorghum Stubble is used a surcharge of \$10 will be incurred	C	Yes	N/A		\$10.70
565	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Use of Yards and Facilities (Agistment)	* Cattle yarded but not for processing through yards - per head - per day	C	Yes	N/A		\$4.30
566	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Loading Ramp Charges	* All Stock - per head - per day	C	Yes	N/A		\$0.70
567	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Private Saleyards Licence	Annual/Restricted	C	Yes	N/A		\$1,499.20
568	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special and Stud Sales	Cattle - Booking Fees - per sale	C	Yes	N/A		\$772.00
569	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special and Stud Sales	Cattle - Plus Yard Dues - per head yarded	C	Yes	N/A		\$35.50
570	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special and Stud Sales	If applicable a Special Cleaning Fee (at cost) will be levied to cover any costs incurred to the Board out of working hours to prepare for sale).	C	Yes	N/A		Refer description
571	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Store Sales	Over 1000 head of cattle - Booking Fee - per sale	C	Yes	N/A		\$481.70
572	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Store Sales	Up to 1000 head of cattle - Booking Fee - per sale	C	Yes	N/A		\$385.00
573	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Special Store Sales	Up to 1000 head of cattle - Plus Yard Dues - fixed minimum charge	C	Yes	N/A		\$14,987.70
574	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Agents Fees	Permit Fee - per annum (to be invoiced half yearly)	C	Yes	N/A		\$13,060.90
575	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Agents Fees	Handling Fees - per head yarded	C	Yes	N/A		\$1.70
576	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Dead Stock in Yards	Disposal Fee - Cattle - per head	C	Yes	N/A		\$171.60
577	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Scale Fees Breakup	Single Beast - yard dues	C	Yes	N/A		\$7.10
578	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Scale Fees Breakup	Single Beast - scale fees	C	Yes	N/A		\$7.10
579	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Scale Fees Breakup	Multiple Beast - yard dues	C	Yes	N/A		\$7.10
580	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Scale Fees Breakup	Multiple Beast - scale fees	C	Yes	N/A		\$5.30
581	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	Tagging or Re-Tagging - per beast	C	Yes	N/A		\$39.00
582	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	Retagging - Non Readers	C	Yes	N/A		No Charge
583	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	Tagging or Re-Tagging - per beast (Bulls)	C	Yes	N/A		\$69.70
584	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	Agents Rescan Fee - per beast	C	Yes	N/A		\$4.70

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585	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	NLIS Transfer Fee	C	Yes	N/A		\$40.50
586	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - NLIS Charges	*Scanning Fee (to be added, where applicable - per head)	C	Yes	N/A		\$2.20
587	Saleyards	Wandoan	Community & Liveability	Planning & Environment	Planning & Environment Manager	Wandoan Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Wandoan - Carcass Removal	1 to 3 head (per head)	C	Yes	N/A		Private Works
588	Saleyards	Wandoan	Community & Liveability	Planning & Environment	Planning & Environment Manager	Wandoan Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Wandoan - Carcass Removal	4 to 10 head (per head)	C	Yes	N/A		Private Works
589	Saleyards	Wandoan	Community & Liveability	Planning & Environment	Planning & Environment Manager	Wandoan Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Wandoan - Carcass Removal	Over 10 head (lesser of per head or private works charges)	C	Yes	N/A		Private Works
590	Saleyards	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Saleyards	Finance, Corporate Services and Business Strategy	Saleyards - Dalby - Call Out Fee	After Hours Call Out Fee	C	Yes	N/A		\$304.50
591	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Whole Venue Hire	C	Yes	N/A		\$350.00
592	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Function Set up Fee	C	Yes	N/A		\$500.00
593	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Whole Venue - Not for Profit Organisations	C	Yes	N/A		\$175.00
594	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre	Whole Venue - includes cleaning - 50% reduction in Fees for NFP or less than 4 hours (excluding cleaning charges)		Yes	N/A		\$500.00
595	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Part Venue Hire - Veranda or Deck	C	Yes	N/A		\$150.00
596	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Dalby Event Centre - Veranda and Shared amenities - Not for Profit Organisations	C	Yes	N/A		\$75.00
597	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Dalby Event Centre - Veranda and Shared amenities - includes cleaning - 50% reduction in Fees for NFP or less than 4 hours (excluding cleaning charges)	A	Yes	N/A		\$300.00
598	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Knowles Room and shared amenities	A	Yes	N/A		\$200.00
599	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Knowles Room and shared amenities - Not for Profit Organisations	A	Yes	N/A		\$100.00
600	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Knowles Room and shared amenities - includes cleaning - 50% reduction in Fees for NFP or less than 4 hours (excluding cleaning charges)	A	Yes	N/A		\$350.00
601	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Deck and shared amenities - 50% reduction in Fees for (4 hours and less)	A	Yes	N/A		\$150.00
602	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Deck and shared amenities -Not for Profit Organisations	A	Yes	N/A		\$75.00
603	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby	Deck and shared amenities - includes cleaning - 50% reduction in Fees for NFP or less than 4 hours (excluding cleaning charges).	A	Yes	N/A		\$300.00



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604	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Community Members / Group Hire Rates (25% of Commercial)	Endorsed Showground User Group Members will pay 25% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users" (excluding cleaning charges).	C	Yes	N/A		As per description
605	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Community Members / Group Hire Rates (50% of Commercial)	Community Members/ Groups will pay 50% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users" (excluding cleaning charges).	C	Yes	N/A		As per description
606	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Dalby Event Centre - Dalby - Refundable Security Deposit - All Users	Security Deposit Dalby Event Centre	C	No	N/A		\$500.00
607	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Hire of Showground Carpark - Dalby - All Users	Showground Carpark Hire - per day	C	Yes	N/A		\$235.50
608	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Hire of Showground Carpark - Dalby - All users	Showground Carpark Hire - per hour (up to 4 hours)	C	Yes	N/A		\$30.50
609	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Regional Halls, Civic Centres, Showground Pavilions - Bump-In/Bump-Out Days	Set Up Charge either side of the event (for Bump-In/Bump-Out) - half the applicable day rate.	C	Yes	N/A		Half the applicable day rate
610	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showgrounds Open Grassed Areas 1,2,3,4 - Dalby	Open Grassed Areas 1,2,3,4,5- per day	C	Yes	N/A		\$246.70
611	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showgrounds Open Grassed Areas 1,2,3,4,5 - Dalby	Open Grassed Areas 1,2,3,4,5 - up to 4 hours	C	Yes	N/A		\$96.50
612	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showground Show Ring	Outdoor Show Ring Hire - per day	C	Yes	N/A		\$118.00
613	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showground Show Ring - Commercial	Show Ring Hire - up to 4 hours	C	Yes	N/A		\$55.00
614	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showground Sheep Dog Ring	Sheep Dog Ring Hire - per day	C	Yes	N/A		\$81.50
615	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showground Sheep Dog Ring - Commercial	Sheep Dog Ring Hire - up to 4 hours	C	Yes	N/A		\$41.00
616	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Showground Main Show Ring - Dalby - All Users	Outdoor Show Ring Flood Lights - All Users (per night, up to 8 hours)	C	Yes	N/A		\$32.50
617	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena (per hour) - All users	Covered Arena Floodlights (per hour) - All Users	C	Yes	N/A		\$32.50
618	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena/Ring - Dalby - Commercial	Covered Arena Hire - buildings and surface - Commercial - per day	C	Yes	N/A		\$598.80
619	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena - Commercial	Covered Arena Meeting Room Hire - Commercial - per day	C	Yes	N/A		\$247.00
620	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena Office/Food Area - Commercial	Covered Arena Meeting Room Hire - Commercial - up to 4 hours	C	Yes	N/A		\$101.50
621	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena - Commercial	Covered Arena Bar / Drinks Areas - Commercial - per day	C	Yes	N/A		\$247.00

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622	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena - Commercial	Covered Arena Surface only - Commercial - per day	C	Yes	N/A		\$247.00
623	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena - Commercial	Covered Arena Surface only - Commercial - per hour (up to 3)	C	Yes	N/A		\$37.00
624	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Covered Arena/Ring - Dalby - All Users	Security Deposit - Covered Arena	C	No	N/A		\$500.00
625	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Knox Pavilion	Private & Commercial - Pavilion Hire - >4 hours 50% reduction in Fees for (4 hours and less)	C	No	N/A		\$81.50
626	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Knox Pavilion	Pavilion Hire - Not for Profit (>4 hours) 50% reduction in Fees for (4 hours and less)	C	No	N/A		\$41.00
627	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Knox Pavilion	Security Deposit	C	No	N/A		\$500.00
628	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Camping - Dalby Showgrounds - All users	Dalby Showgrounds - non-powered - (per night / per site)	C	Yes	N/A		\$16.50
629	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Camping - Dalby Showgrounds - All users	Dalby Showgrounds - powered site - (per night / per site)	C	Yes	N/A		\$22.50
630	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Stabling - Dalby Showgrounds - All users	Dalby Showgrounds (per night / per stall)	C	Yes	N/A		\$16.50
631	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Entire Grounds - Dalby Showgrounds	Whole of Facility Hire - Commercial - per week	C	Yes	N/A		\$11,977.00
632	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Entire Grounds - Dalby Showgrounds	Whole of Facility Hire - Commercial - per day	C	Yes	N/A		\$1,715.50
633	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Community Members / Group Hire Rates (50% of Commercial)	Community Members/ Groups will pay 50% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		As per description
634	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Community Members / Group Hire Rates (25% of Commercial)	Endorsed Showground User Group Members will pay 25% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		As per description
635	Showgrounds	Dalby	Corporate Services	Facilities	Facilities Manager	Dalby Showgrounds	Strategic Communications and Council Facilities	Entire Grounds - Dalby Showgrounds - Commercial - Refundable Security Deposit	Security Deposit - Whole of Facility - Commercial	C	No	N/A		\$5,000.00
636	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Hire of Entire Facility - Per Day - Commercial	C	Yes	N/A		\$536.00
637	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Bar, Undercover Area, Luncheon Hall & Toilets/Showers Hire - Per Day - Commercial	C	Yes	N/A		\$323.00
638	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Powered Site per night	C	Yes	N/A		\$16.50
639	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Non-Powered Site per night	C	Yes	N/A		\$11.50

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640	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Endorsed Showground User Group Members will pay 25% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		As per description
641	Showgrounds	Tara	Corporate Services	Facilities	Facilities Manager	Tara Showgrounds	Strategic Communications and Council Facilities	Tara Showgrounds	Community Members/ Groups will pay 50% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		As per description
642	Showgrounds	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Showgrounds	Strategic Communications and Council Facilities	Camping - Jandowae Showgrounds	Powered Site - (per night / per site)	C	Yes	N/A		\$16.50
643	Showgrounds	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Showgrounds	Strategic Communications and Council Facilities	Camping - Jandowae Showgrounds	Non-Powered Site per night	C	Yes	N/A		\$11.50
644	Showgrounds	Bell	Corporate Services	Facilities	Facilities Manager	Bell Showgrounds	Strategic Communications and Council Facilities	Camping - Bell Showgrounds	Powered Site - (per night / per site)	C	Yes	N/A		\$16.50
645	Showgrounds	Bell	Corporate Services	Facilities	Facilities Manager	Bell Showgrounds	Strategic Communications and Council Facilities	Camping - Bell Showgrounds	Non-Powered Site per night	C	Yes	N/A		\$11.50
646	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Powered Site - (per night / per site)	C	Yes	N/A		\$22.50
647	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Non-Powered Site per night	C	Yes	N/A		\$16.50
648	Showgrounds	Miles	Corporate Services	Facilities	Facilities Manager	Miles Showgrounds	Strategic Communications and Council Facilities	Camping - Miles Showgrounds	Powered Site - (per night / per site)	C	Yes	N/A		\$22.50
649	Showgrounds	Miles	Corporate Services	Facilities	Facilities Manager	Miles Showgrounds	Strategic Communications and Council Facilities	Camping - Miles Showgrounds	Non-Powered Site per night	C	Yes	N/A		\$16.50
650	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Bar & BBQ Hire including Cold Room - Commercial	C	Yes	N/A		\$110.00
651	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Digger's Complex Kitchen / Cold Room Only - Commercial	C	Yes	N/A		\$110.00
652	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Digger's Complex, Bar & BBQ Hire - Commercial	C	Yes	N/A		\$484.50
653	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Use of Open Spaces (No Buildings) - Commercial	C	Yes	N/A		\$266.00
654	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Hire of Entire Facility - Per Day - Commercial	C	Yes	N/A		\$536.00
655	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Endorsed Showground User Group Members will pay 25% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		As per description
656	Showgrounds	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan War Memorial, Racing and Recreational Reserve	Strategic Communications and Council Facilities	Wandoan War Memorial, Racing and Recreational Reserve	Community Members/ Groups will pay 50% of the Commercial Rate payable, with the exception of fees indicated as payable be "All Users".	C	Yes	N/A		Refer description

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657	Sport & Recreation Facility	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Recreation Grounds	Strategic Communications and Council Facilities	Reserve/Facility Hire	Australian Rules (annual)	C	Yes	N/A		\$4,816.20
658	Sport & Recreation Facility	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Recreation Grounds	Strategic Communications and Council Facilities	Reserve/Facility Hire	Soccer (annual)	C	Yes	N/A		\$6,049.40
659	Sport & Recreation Facility	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Recreation Grounds	Strategic Communications and Council Facilities	Reserve/Facility Hire	Cricket (Annual)	C	Yes	N/A		\$7,389.20
660	Sport & Recreation Facility	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla Recreation Grounds	Strategic Communications and Council Facilities	Reserves Hire	Other Users (per hour)	C	Yes	N/A		\$16.20
661	Sport & Recreation Facility	Jandowae	Corporate Services	Facilities	Facilities Manager	Squash Court Jandowae	Strategic Communications and Council Facilities	Squash Court - Jandowae	Hire per hour	C	Yes	N/A		\$14.50
662	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Impounded Stock	Impounding of cattle, sheep, pigs, horses, goats or camels (per head for the first head only)	CR	No	LGA s.97(2)(d)	Stock Route Management Act	\$441, plus transport costs
663	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Impounded Stock	Impounding of cattle, sheep, pigs, horses, goats or camels (each additional head)	CR	No	LGA s.97(2)(d)	Stock Route Management Act	\$52 per head (cattle, horses), \$26 per head all other animals
664	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Impounded Stock	Sustenance of cattle, horses or camels (per head per day)	CR	No	LGA s.97(2)(d)	Stock Route Management Act	\$20.80
665	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Impounded Stock	Sustenance of sheep, pigs or goats, (per head per day)	CR	No	LGA s.97(2)(d)	Stock Route Management Act	\$10.40
666	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Impounded Stock	Cost of each notice placed in newspaper for the release of animal	CR	No	LGA s.97(2)(d)	Stock Route Management Act	At cost
667	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Stock Route Water	Use of Stock Route Water for Construction, Maintenance or other purposes	C	Yes	LGA s.97(2)(d)	Stock Route Management Act	\$1 per KL
668	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Agistment Fees - GRAZING	Agistment on Roads or Stock Routes	C	Yes	LGA s.97(2)(d)	Stock Route Management Act	\$3/hd/week (fee subject to change during periods of Drought Declaration [Individual and/or Regional])
669	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Agistment fees - TRAVEL	Travelling Stock on Roads or Stock Routes.	CR	No	LGA s.97(2)(a)	Stock Route Management Act	As per Act; where drought declared or grazing for fuel reduction, lowest fee under Act; where not drought declared, highest fee under Act.
670	Stock Routes	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Rural Services Equipment Hire	Rural Services Equipment for hire: 2 x portable cattle ramps and yards; 2 x quick sprays on trailer; small stock recovery trailer.	CR	No	LGA s.97(2)(a)	Stock Route Management Act	\$260 (refundable bond) + \$208/day hire rate
671	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles	Gym Session Fee - Children (14-18 years)	C	Yes	N/A		\$8.20
672	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles	Gym Session Fee - Adults (over 18 years)	C	Yes	N/A		\$11.20
673	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles	Gym 10 Session Tickets - Children (14 - 18 years)	C	Yes	N/A		\$65.00



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674	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles	Gym 10 Session Tickets - Adults (over 18 years)	C	Yes	N/A		\$96.40
675	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 3 month membership - Adults (over 18 years)	C	Yes	N/A		\$187.80
676	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 3 month membership - Children (14 - 18 years)	C	Yes	N/A		\$128.90
677	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 6 month membership - Adults (over 18 years)	C	Yes	N/A		\$314.60
678	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 6 month membership - Children (14 - 18 years)	C	Yes	N/A		\$197.90
679	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 12 month membership - Adult (over 18 years)	C	Yes	N/A		\$456.70
680	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles (With Instructor)	Gym 12 month membership - Children (14 - 18 years)	C	Yes	N/A		\$340.00
681	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Gym	Strategic Communications and Council Facilities	Gym Fees - Miles - Hall Hire	Hall Hire - Per hour session	C	Yes	N/A		\$27.40
682	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym Single entry – 16 years & over	C	Yes	N/A		\$10.10
683	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym Single entry – Under 16 years/concession. (under 16 years must be accompanied by a qualified trainer)	C	Yes	N/A		\$7.10
684	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 10 visit pass – 16 years & over	C	Yes	N/A		\$96.50
685	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 10 visit pass – Under 16 years/concession. (under 16 years must be accompanied by a qualified trainer)	C	Yes	N/A		\$70.00
686	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 30 visit pass – 16 years & over	C	Yes	N/A		\$267.00
687	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 30 visit pass – Under 16 years/ concession. (under 16 years must be accompanied by a qualified trainer)	C	Yes	N/A		\$209.50
688	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 6 months membership – 16 years & over	C	Yes	N/A		\$365.50
689	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 6 months membership – Under 16 years/ concession. (under 16 years must be accompanied by a qualified trainer)	C	Yes	N/A		\$355.30
690	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 12 months membership – 16 years & over	C	Yes	N/A		\$621.20
691	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swim/Gym Combo Fees - Chinchilla	Gym 12 months membership – Under 16 years/concession. (under 16 years must be accompanied by a qualified trainer)	C	Yes	N/A		\$605.00

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692	Swimming Pool/Fitness Centre	Chinchilla	Corporate Services	Facilities	Facilities Manager	Chinchilla	Strategic Communications and Council Facilities	Swimming Pool & Gym Fees - Chinchilla	Multi Ticket Discount	C	Yes	N/A		A 10% discount will apply on 3 or more season passes purchased together by the one family. In addition, a 10% and 20% discount will apply on any 10 visit card and 30 visit card respectively
693	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Regional	Strategic Communications and Council Facilities	Swimming Pool - Regional	General Admission - Children 0 to 2 years	C	Yes	N/A		No Charge
694	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	General Admission - Children 2 to 17 years and Concession	C	Yes	N/A		\$3.20
695	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	General Admission - Adult	C	Yes	N/A		\$3.80
696	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	School Entry - Primary School	C	Yes	N/A		\$2.50
697	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	School Entry - Secondary School	C	Yes	N/A		\$3.00
698	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	General Admission - Family (2 adults and 2 children)	C	Yes	N/A		\$13.80
699	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	General Admission - Additional Child	C	Yes	N/A		\$3.00
700	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	10 Visit Pass - Adult	C	Yes	N/A		\$36.00
701	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	10 Visit Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$31.00
702	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	10 Visit Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$130.00
703	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	10 Visit Pass - Additional Child for Family Pass	C	Yes	N/A		\$28.00
704	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	3 Month Pass - Adult	C	Yes	N/A		\$90.00
705	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	3 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$75.00
706	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	3 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$245.00
707	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	3 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$30.00
708	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	12 Month Pass - Adult	C	Yes	N/A		\$275.00



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709	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	12 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$220.00
710	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	12 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$595.00
711	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	12 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$100.00
712	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	Swimming instructor for school children sessions - (per hour)	C	Yes	N/A		\$41.60
713	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	Pool Hire - Full day	C	Yes	N/A		\$420.00
714	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	Pool Hire - Half day (morning or afternoon)	C	Yes	N/A		\$270.00
715	Swimming Pool/Fitness Centre	Dalby & Chinchilla	Corporate Services	Facilities	Facilities Manager	Dalby & Chinchilla Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Dalby and Chinchilla	Lane Hire per hour - Non Club member	C	Yes	N/A		\$20.00
716	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	General Admission - Children (2-17 years ) and Concession	C	Yes	N/A		\$2.40
717	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	General Admission - Adult	C	Yes	N/A		\$3.00
718	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	General Admission - Family (2 adults and 2 children)	C	Yes	N/A		\$11.40
719	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	General Admission - Additional Child	C	Yes	N/A		\$2.30
720	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	10 Visit Pass - Adult	C	Yes	N/A		\$27.00
721	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	10 Visit Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$23.00
722	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	10 Visit Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$100.00
723	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	10 Visit Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
724	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	3 Month Pass - Adult	C	Yes	N/A		\$60.00
725	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	3 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$45.00
726	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	3 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$160.00

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727	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	3 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
728	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Season Pass - Children (2-17 years) and Concession	C	Yes	N/A		\$75.00
729	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Season Pass - Adults	C	Yes	N/A		\$110.00
730	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Season Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$225.00
731	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Season Pass - Additional Child for Family Pass	C	Yes	N/A		\$41.00
732	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	School Entry - Primary & Secondary	C	Yes	N/A		\$1.60
733	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Pool Hire - Full Day	C	Yes	N/A		\$395.00
734	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Pool Hire - Half Day (morning or afternoon)	C	Yes	N/A		\$220.00
735	Swimming Pool/Fitness Centre	Jandowae	Corporate Services	Facilities	Facilities Manager	Jandowae Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Jandowae	Lane Hire - Non Club Member - Per Hour	C	Yes	N/A		\$16.50
736	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	General Admission - Children (2 to 17 years) and Concession	C	Yes	N/A		\$260.00
737	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	General Admission - Adult	C	Yes	N/A		\$3.40
738	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	General Admission - Family (2 adults and 2 children)	C	Yes	N/A		\$11.80
739	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	General Admission - Additional Child	C	Yes	N/A		\$2.50
740	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	10 Visit Pass - Adult	C	Yes	N/A		\$32.00
741	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	10 Visit Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$25.00
742	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	10 Visit Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$110.00
743	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	10 Visit Pass - Additional Child for Family Pass	C	Yes	N/A		\$22.00
744	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	3 Month Pass - Adult	C	Yes	N/A		\$75.00

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745	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	3 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$60.00
746	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	3 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$220.00
747	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	3 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$25.00
748	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Season Pass - Children (2 to 17 years) and Concession	C	Yes	N/A		\$85.00
749	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Season Pass - Adults	C	Yes	N/A		\$120.00
750	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Season Tickets - Family (2 adults and 2 children)	C	Yes	N/A		\$250.00
751	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Season Pass - Additional Child for Family Pass	C	Yes	N/A		\$41.00
752	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	School Entry - Primary School	C	Yes	N/A		\$2.00
753	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	School Entry - Secondary School	C	Yes	N/A		\$2.00
754	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Pool Hire - Half Day (morning or afternoon)	C	Yes	N/A		\$270.00
755	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Pool Hire- Full day	C	Yes	N/A		\$420.00
756	Swimming Pool/Fitness Centre	Miles	Corporate Services	Facilities	Facilities Manager	Miles Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Miles	Lane Hire - Non Club Member - Per Hour	C	Yes	N/A		\$17.00
757	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	General Admission - Children (2-17 years) and Concession	C	Yes	N/A		\$2.40
758	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	General Admission - Adult	C	Yes	N/A		\$3.00
759	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	General Admission - Family (2 adults and 2 children)	C	Yes	N/A		\$11.40
760	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	General Admission - Additional Child	C	Yes	N/A		\$2.30
761	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	10 Visit Pass - Adult	C	Yes	N/A		\$26.00
762	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	10 Visit Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$23.00

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763	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	10 Visit Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$100.00
764	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	10 Visit Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
765	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	3 Month Pass - Adult	C	Yes	N/A		\$60.00
766	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	3 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$45.00
767	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	3 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$160.00
768	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	3 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
769	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Season Pass - Children (2 to 17 years) and Concession	C	Yes	N/A		\$75.00
770	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Season Pass - Adults	C	Yes	N/A		\$110.00
771	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Season Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$225.00
772	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Season Pass - Additional Child for Family Pass	C	Yes	N/A		\$41.00
773	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	School Entry - Primary & Secondary	C	Yes	N/A		\$1.60
774	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Pool Hire - Half Day (morning or afternoon)	C	Yes	N/A		\$220.00
775	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Pool Hire- Full day	C	Yes	N/A		\$395.00
776	Swimming Pool/Fitness Centre	Tara	Corporate Services	Facilities	Facilities Manager	Tara Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Tara	Lane Hire - Non Club Member - Per Hour	C	Yes	N/A		\$16.50
777	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	General Admission - Adult	C	Yes	N/A		\$3.00
778	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	General Admission - Child (2 to 17 years) and Concession	C	Yes	N/A		\$2.40
779	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	General Admission - Family (2 adults and 2 children)	C	Yes	N/A		\$11.40
780	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	General Admission - Additional Child	C	Yes	N/A		\$2.30

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781	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	10 Visit Pass - Adult	C	Yes	N/A		\$28.00
782	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	10 Visit Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$23.00
783	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	10 Visit Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$100.00
784	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	10 Visit Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
785	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	3 Month Pass - Adult	C	Yes	N/A		\$60.00
786	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	3 Month Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$45.00
787	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	3 Month Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$160.00
788	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	3 Month Pass - Additional Child for Family Pass	C	Yes	N/A		\$20.00
789	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Season Pass - Adult	C	Yes	N/A		\$110.00
790	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Season Pass - Child (2 to 17 years) and Concession	C	Yes	N/A		\$75.00
791	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Season Pass - Family (2 adults and 2 children)	C	Yes	N/A		\$225.00
792	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Season Pass - Additional Child for Family Pass	C	Yes	N/A		\$41.00
793	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	School Entry - Primary & Secondary	C	Yes	N/A		\$1.60
794	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Pool Hire - Half Day (morning or afternoon)	C	Yes	N/A		\$220.00
795	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Pool Hire- Full day	C	Yes	N/A		\$395.00
796	Swimming Pool/Fitness Centre	Wandoan	Corporate Services	Facilities	Facilities Manager	Wandoan Swimming Pool	Strategic Communications and Council Facilities	Swimming Pool - Wandoan	Lane Hire - Non Club Member - Per Hour	C	Yes	N/A		\$16.50
797	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Standard Service - Domestic	C	No	N/A		As per Revenue Statement
798	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Wheel in -Wheel Out - Domestic	C	No	N/A		As per Revenue Statement
799	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Unscheduled Collection in Dalby or Chinchilla per Collection - Domestic	C	Yes	N/A		\$26.00



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800	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Unscheduled Collection located outside of Dalby or Chinchilla per Collection - Domestic, Commercial or Industrial	C	Yes	N/A		\$263.20
801	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Standard Service - Commercial or Industrial	C	Yes	N/A		As per Revenue Statement
802	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Wheel in -Wheel Out (per annum) in addition to standard service - Commercial or Industrial	C	Yes	N/A		\$401.60
803	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	On property collection (per annum) in addition to standard service - Commercial or Industrial	C	Yes	N/A		\$401.60
804	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Garbage/Recycling	Unscheduled Collection within Dalby or Chinchilla per collection - Commercial or Industrial	C	Yes	N/A		\$26.00
805	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dead Animal Collection	Small Animal on day of service or when truck is in area (dog, cat, poultry or similar sized) per collection	C	Yes	N/A		\$25.00
806	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dead Animal Collection	Medium Animal on day of service or when truck is in area (goat, calf, foal, sheep, kangaroo or similar sized) per collection	C	Yes	N/A		\$138.30
807	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Dead Animal Collection	Removal of Large Animals	C	Yes	N/A		Price on application
808	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Special Event Garbage/Recycling Service	Per Garbage Mobile Garbage Bin Service (bins available for collection from and return to Council) per collection	C	Yes	N/A		\$7.30
809	Waste Collection	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Special Event Garbage/Recycling Service	Per Recyclables Mobile Garbage Bin Service (bins available for collection from and return to Council) per collection	C	Yes	N/A		\$8.30
810	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Commercial and Industrial General Waste (mixed). Does not including Domestic general waste	C	Yes	N/A		\$195 per tonne or \$56 per m3 (or part thereof)
811	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Commercial Construction & Demolition	C	Yes	N/A		\$192 per tonne or \$57.50 up to 1m3, \$115 per m3 or part thereof thereafter
812	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Domestic Construction & Demolition (Self-Haul by vehicles no larger than Car/Utility/SUV & Trailer. No charge <240 litres)	C	Yes	N/A		\$110.60 per tonne or \$33.20 up to 1 m3, \$66.40 per m3 or part thereof thereafter
813	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Special Burial - Asbestos	C	Yes	N/A		\$620 per tonne for up to 175 kg (Minimum Charge- \$62) (Regulated waste transport regulations cap quantities to 175kg for non-licenced transporters). Bulk Asbestos to Winfields Road Landfill \$250 per tonne
814	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Special Burial - Contaminated Soil	C	Yes	N/A		Price on application
815	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal	Special Burial - Large Dead Animals, Confidential papers etc.	C	Yes	N/A		\$195 per tonne or \$56 per m3 (or part thereof)



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816	Waste Disposal	Chinchilla, Dalby, Miles and Tara	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Untamated, Clean Soil (with prior consent)	C	Yes	N/A		No charge (where operational need exists for this material)
817	Waste Disposal	Chinchilla, Dalby, Miles and Tara	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Clean Crushed Concrete Waste - <= 40 mm	C	Yes	N/A		No charge
818	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Clean Concrete Waste - >40mm	C	Yes	N/A		\$75.00 per tonne or \$86 per m3 (or part thereof)
819	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Greenwaste or Clean Untreated Timber - Domestic customers only	C	Yes	N/A		No charge
820	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Greenwaste and Timber Waste - Commercial (excludes minor quantities of non-woody waste, and must be contaminant free, including any treatment chemicals)	C	Yes	N/A		\$23 per m3 (or part thereof) or \$67 per tonne
821	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Scrap steel, waste motor oil, batteries, useable appliances or devices, etc. placed at appropriate recycling positions	C	Yes	N/A		No charge
822	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Dalby	Planning, Environment and Agribusiness	Registration Purposes Weighing	Use of weighbridge for Registration Purpose Weighing - each weighing	C	Yes	N/A		\$25.00
823	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Recyclable Materials (separated and contaminate free)	Commercial & Industrial- Paper Cardboard (does not include domestic)	C	Yes	N/A		\$23 per m3 (or part thereof) or \$86 per tonne
824	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Tyres from Non-Commercial Sources	Tyres (without rims and uncontaminated) from non-commercial sources only. Disposal charges to apply in addition to charges for other waste which may be in the same load.	C	Yes	N/A		Tyres- Motorbike/Car- \$8.00 each. Tyres- Light truck/4WD- \$15.00 each. Tyres Heavy Truck- \$25.00 each. Tyres Super Single (wide)- \$43.00 each. Tyres Tractor/Grader- \$162.00 each
825	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal - Mattresses from both Domestic or Commercial Sources	Mattresses from domestic or commercial sources. Limit of 1 mattress for free. Fee does not apply for ensemble bases (which crush up), blow-up or thin camp mattresses.	C	Yes	N/A		First mattress- no charge. \$15 each thereafter.
826	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal	Sale of Second Hand Goods (Council property) from 'The Recycling Market'.	C	Yes	N/A		Prices to be set by Waste Coordinator or Delegate.
827	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	As per conditions of use	Planning, Environment and Agribusiness	Waste Disposal	Sale of processed timber and / or green waste	C	Yes	N/A		No Charge where hand loaded by domestic recipient (no machine loading). For sales to commercial recipients, prices to be set by Waste Coordinator or Delegate.
828	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal	Waste Disposed in contravention of legislation, Council policy or displayed site signage	C	Yes	N/A		Actual Cost for disposal and/or transport of waste to an appropriate facility, minimum \$322 per m3 (or part thereof) or \$1,712 per tonne

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829	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal	Minimum Charge for all Chargeable Categories	C	Yes	N/A		\$14.40
830	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal - Not for Profit	Waste Disposal Fee Relief is provided in the following categories: • Contamination within charity bins (St Vincent de Paul etc.) • Public Place Clean Ups (e.g. Clean Up Australia Day) • Major Non Profit Events (e.g. Delicious & Delightful) • Not for Profit Community Events. Please note that Manager's Approval is required for requests not neatly fitting within these categories.	C	No	N/A		\$82.50 per tonne or \$24 per m3 (or part thereof)
831	Waste Disposal	Regional	Community & Liveability	Planning & Environment	Planning & Environment Manager	Regional	Planning, Environment and Agribusiness	Waste Disposal - Not for Profit and exempt from State Levy	Eligible for Council Waste Disposal Fee Relief as well State Govt Waste Levy.	C	No	N/A		No charge
832	Waste Water	Chinchilla, Miles, Tara, Wandoan	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Liquid Waste Disposal - Chinchilla, Tara, Miles and Wandoan. Not available at Dalby Jandowae or Meandarra	Disposal into sewerage per kilolitre. Subject to written application and prior agreement only.	C	Yes	N/A		\$59 per kl for individual loads of up to 3 kl; \$116 per kl for individual loads in excess of 3 kl
833	Waste Water	Chinchilla, Miles, Tara, Wandoan	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Liquid Waste Disposal - Chinchilla, Tara, Miles and Wandoan. Not available at Dalby Jandowae or Meandarra	Concession available upon application from Liquid Waste Disposal carriers where they can demonstrate that any load in excess of 3 kl is the result of the collection of waste from multiple customers (other than work camps) situated within the Western Downs Region, for the portions of the load collected in quantities from 0 to 3kl.	C	Yes	N/A		\$59 per kl for individual loads in excess of 3 kl for the portions of the load collected in quantities from 0 to 3kl (other than from work camps)
834	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Liquid Waste Disposal	Liquid waste - after hours, Weekends, Public Holidays - call out to open facility (in addition to above disposal charges) per callout	C	Yes	N/A		\$406.80
835	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All schemes	Clearing blocked house drains - During working hours. - Will be redone free of charge if problem recurs with 30 days up to maximum of 2 times..	C	Yes	N/A		\$389.10
836	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All schemes	Clearing blocked house drains - After hours, weekends - will be redone free of charge if problem recurs within 30 days up to maximum of 2 times.	C	Yes	N/A		\$586.70
837	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All Schemes	Disconnection of Sewerage (Sealing of existing service)	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$293.30
838	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All schemes	New Jump Up Construction (including service connection) - Max Depth 1.5m	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$1,103.80
839	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All schemes	New Jump Up Construction (including service connection) - Depth Greater Than (>) 1.5m	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At quoted cost
840	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All Schemes	Sewerage Disconnection Fee - Council only inspects actual disconnection & sealing by qualified Plumber/DRAINER	CR	No	LGA s.97(2)(a)	LGA S.1071A(a) Water Act 2000 Chap 3 Prt 4 S454	\$84.20
841	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sewerage - All schemes	Locate and approve connection to existing jump up	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$265.90
842	Waste Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water, Sewerage and Gas - All schemes	Plan Assessment and service location for utility providers	C	Yes	N/A		\$348.10

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843	Water	Bell, Warra	Infrastructure Services	Utilities	Utilities Manager	Bell and Warra	Utilities	Sale of Water - all other standpipes - Bell and Warra	*Note: all water standpipe requests out of normal business hours will incur a call out fee based on the equivalent wages incurred by Council for a call out. STRICTLY FOR DOMESTIC PURPOSES	C	No	N/A		\$17.90per kl with a minimum charge of \$10.00 per load
844	Water	Chinchilla, Dalby, Jandowae, Miles, Tara, Wandoan	Infrastructure Services	Utilities	Utilities Manager	Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae	Utilities	Sale of Water Standpipe - Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae	Sale of Water from Standpipes at Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae:- *Note: All water standpipe requests out of normal business hours will incur a call out fee based on the equivalent wages incurred by Council for a call out. Sales in excess of 1,000 kl per annum subject to written application and approval by Engineering Services General Manager. STRICTLY FOR DOMESTIC AND STOCK WATERING USE ONLY.	C	No	N/A		\$17.90per kL with a minimum charge of \$10.00 per load for manual systems. \$17.90 per kL for AVDATA systems
845	Water	Chinchilla, Dalby, Jandowae, Miles, Tara, Wandoan	Infrastructure Services	Utilities	Utilities Manager	Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae	Utilities	Sale of Water Standpipe - Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae for development approved Accommodation Camps up to approved Potable (treated) water entitlement	Sale of Water from Standpipe at Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae for Accommodation Camps that have paid Infrastructure Charges to access Council Water network up to their approved water entitlement.	C	No	N/A		\$4.50 discount per kL on Charge Sale of Water from Standpipe at Chinchilla, Miles, Tara, Dalby, Wandoan and Jandowae (i.e. \$17.90 - \$4.50 = \$13.40 charge per KL for manual and AVDATA systems with a minimum charge of \$10.00 for manual systems)
846	Water	Chinchilla, Dalby, Jandowae, Miles, Tara, Wandoan	Infrastructure Services	Utilities	Utilities Manager	Chinchilla, Miles, Tara, Dalby, Wandoan, Bell, Warra and Jandowae	Utilities	Sale of Water Standpipe - Chinchilla, Miles, Tara, Dalby, Wandoan, Bell, Warra and Jandowae	Concessions available upon application from Rural and Rural Residential Ratepayers where their property is contained within a Drought Declaration area, and in cases of genuine emergency as approved by the Infrastructure Services General Manager and where the water is used for domestic and stock watering purposes only.	C	No	N/A		50% reduction per kl rate% (no reduction in minimum charge for manual systems)
847	Water	Miles, The Gums, Wandoan	Infrastructure Services	Utilities	Utilities Manager	The Gums	Utilities	Sale of Non-potable (raw) Water - The Gums	Commercial Standpipe water - Raw/Bore per kl. Sales in excess on 1,000 kl per annum subject to written application	C	No	N/A		\$7.40 per kl with a minimum charge of \$10.00 per load
848	Water	Miles, Meandarra, Tara, The Gums	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Sale of Non-potable (raw) Water - Meandarra, The Gums (Individually Drought affected Properties)	Commercial Standpipe water - Raw/Bore per kl. Sales in excess on 1,000 kl per annum subject to written application (Individually Drought affected Properties) (per kl)	C	No	N/A		\$1.90
849	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Water Services and Meters - Standard 20mm water service connection	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$1,092.10
850	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Water Services and Meters - NON STANDARD water service connection (subject to approval) meters above 20mm & connections outside service area. Larger meters not available to single residence connections.	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At quoted cost

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851	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Supply only of sub meters to multi occupancy sites - cost of meter only - no other fittings.	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$269.40
852	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Installation of meters in underground box	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At quoted cost
853	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Disconnection of STANDARD Water Services excludes under pavement) - Normally for redevelopment sites only	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$197.90
854	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Disconnection of NON STANDARD Water Services including water services under pavements - Normally for redevelopment sites only.	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At quoted cost
855	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	ON-SITE standard water meter test (20mm meter only) meter tested on site	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$39.50
856	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	OFF-SITE standard water meter accuracy test (20mm meter only) meter removed	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	\$210.10
857	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	NON standard water meter accuracy test (above 20mm meter)	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At quoted cost
858	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water - Regional	Replace damaged water meter (not faulty)	CR	No	LGA s.97(2)(a)	Water Supply (Safety and Reliability) Act	At actual cost
859	Water	Regional	Infrastructure Services	Utilities	Utilities Manager	Regional	Utilities	Water Supply - Water Tower Sites	Water tower site rentals. Subject to availability of space and formal lease agreements as approved by DES (price per antenna/transmitter/receiver)	C	Yes	N/A		Fee to be negotiated as part of the Contract
860	Water	Tara	Infrastructure Services	Utilities	Utilities Manager	Tara	Utilities	Water Supply - Tara	Search of "Register of Water Agreements"	CR	No	LGA s.97(2)(c)	LGA S. 1071A9(a)	\$13.50

# 2020-21 Rates and Charges Collection- Council Policy

<b>Effective Date</b>	1 July 2020
<b>Policy Owner</b>	Chief Financial Officer
<b>Link to Corporate Plan</b>	Strategic Theme 1: Effective and Inclusive Governance
<b>Review Date</b>	June 2021
<b>Related Legislation</b>	<ul style="list-style-type: none"> <li>• Qld Local Government Act 2009</li> <li>• Local Government Regulation 2012</li> <li>• Fire &amp; Rescue Service Act 1990</li> <li>• Fire and Rescue Service Regulation 2011</li> <li>• Australian Competition and Consumer Commission Debt Collection Guidelines</li> <li>• Information Privacy Act 2009</li> </ul>
<b>Related Documents</b>	<ul style="list-style-type: none"> <li>• Western Downs Regional Council - Register of Delegations</li> <li>• Revenue - Council Policy</li> <li>• Revenue Statement</li> </ul>

Policy Version	Approval Date	Adopted/Approved
1	13/06/2016	Special Meeting of Council Adopt 2016/2017 Budget - 13 June 2016
2	19/06/2017	Special Meeting of Council Adopt 2016/2017 Budget - 19 June 2017
3	20/06/2018	Special Meeting of Council Adopt 2016/2017 Budget - 20 June 2018

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### POLICY OBJECTIVES/PURPOSE:

The objectives of this Policy are to:

- provide transparency by defining the obligations of the ratepayers and the processes utilised by Council in assisting them to meet their financial obligations
- make the processes used to recover overdue property rates and charges clear, simple to administer and cost effective
- ensure equality by providing the same processes to ratepayers with similar circumstances
- adhere to the debt collection guidelines developed by the Australian Competition and Consumer Commission, and
- comply with all relevant legislation including the Queensland *Local Government Act 2009* and *Local Government Regulation 2012* and *Information Privacy Act 2009*.

### ORGANISATIONAL SCOPE:

- This Policy applies to all ratepayers of the Western Downs Regional Council.
- All overdue rates and charges are subject to the actions contained in this Policy.

### POLICY:

Council is committed to the collection of overdue rates and charges and water consumption charges in a fair, equitable and timely manner but with due concern for any financial hardship faced by individual ratepayers. Council employees will be diligent in the application of administrative procedures relating to payment arrangements and the selection of various actions for the recovery of overdue rates and charges.

#### Initial Recovery Action

Where a rate and/or charge becomes overdue after the due date of the notice, Council will take the following action:

1. Fourteen (14) days after the due date of the notice, property owners who have rates and charges outstanding for which no payment arrangement has been negotiated, will be issued with a "First Reminder Notice". This notice will be in the form of a letter advising the ratepayer(s) they have fourteen (14) days from the date of the letter to satisfy the outstanding amount and, if the debt remains unpaid after that period, recovery action will proceed.
2. Twenty-eight (28) days after the due date of the notice, property owners who have rates and charges outstanding for which no payment arrangement has been negotiated, will be issued with a "Second Reminder Notice". This notice will be in the form of a letter advising that:
  - i. The ratepayer will have a further fourteen (14) days from the date of the letter to satisfy the outstanding amount and will advise that if the debt remains unpaid after that period, further recovery action will be taken by a debt collection agency.
  - ii. If the debt exceeds the Magistrates Court recovery action threshold of \$749.99, the "Second Reminder Notice" will be issued to the rate payer, along with a copy of the "Notice of Intention to Commence Proceedings".
3. Should the ratepayer(s) fail to satisfy the outstanding balance as shown on the "Second Reminder Notice", the account may be passed to Council's Debt Collection Agency for collection of amounts above the Advanced Recovery Action Threshold of \$50.

#### Advanced Recovery Action

Where a rate and/or charge remains overdue after the initial recovery actions have been completed, the account and any relevant "Notice of Intention to Commence Proceedings" will be referred to Council's appointed Debt Collection Agency which shall follow the processes as follows:



1. A letter will be sent to the ratepayer on the appointed Solicitor's letterhead (from Council's appointed debt recovery agency) requesting full payment of the overdue rates and charges within fourteen (14) days.
2. Should the ratepayer fail to respond to the Solicitor's letter, Council will authorise the Debt Collection Agency to commence legal action for recovery of outstanding rates and charges through the Magistrates Court for debts above the Magistrates Court recovery action threshold of \$749.99.
3. If the debt remains unpaid following service of a claim in the Magistrates Court, Council will authorise the debt collection agency to apply for judgement through the Magistrates Court and proceed with further recovery action.

### Sale of Land

At any stage, if any part of the overdue rates and charges remain unpaid for three (3) or more years or for one (1) or more years for vacant land or land used only for commercial purposes, Council may decide by resolution of Council, to proceed with the sale of land under *Section 140 of the Local Government Regulation 2012*. The sale will proceed in accordance with *Chapter 4, Part 12, Division 3* of the *Local Government Regulation 2012*.

Council will select properties that have any part of their overdue rates and charges remaining unpaid for three (3) or more years or for one (1) or more years for vacant land or land used only for commercial purposes, and shall issue the ratepayer(s) of those properties a "Potential Sale of Land Warning Notice". This notice will be in the form of a letter requesting the ratepayer(s) to finalise the outstanding arrears, or arrange a suitable payment plan within twenty-eight (28) days of the date of that letter.

Should the ratepayer(s) fail to satisfy the outstanding balance as shown on the "Potential Sale of Land Warning Notice", it may be decided by resolution of Council, to sell the property for arrears of rates and charges to recover costs.

Should it be resolved by Council to sell a property for arrears of rates and charges and costs, the ratepayer(s) will be issued a "Notice of Intention to Sell Land", in accordance with the provisions of *Section 140* of the *Local Government Regulation 2012*. This notice will be in the form of a letter advising the ratepayer(s) of the resolution made by Council to sell the property at public auction, without further reference to the property owner. This letter will further advise, if the arrears of rates and charges and costs remain unpaid for three (3) months after the date of the "Notice of Intention Sell Land", the proceeds of the auction will be used to discharge all overdue rates and charges including costs.

The Mortgagee(s) listed on the current Certificate of Title for the property, will be advised of the auctioning of the property in the form of a letter ("Mortgagee Letter"), including a copy of the "Notice of Intention Sell Land".

Should the ratepayer(s) fail to satisfy the "Notice of Intention to Sell Land" and the overdue rates and charges and costs remain unpaid for three (3) months after the date of the notice, the ratepayer(s) will be issued a "Sale of Land Auction Notice". The Sale of Land Auction Notice must be provided at least 14 days but not more than 35 days before the day of the auction. This Sale of Land Auction Notice will be in the form of a letter advising the ratepayer(s) of the details of the auction (time, place and full description) and further that the sale proceedings will only be discontinued if the amount of all rates and charges levied on the land, including interest calculated up to the date of final payment and all costs incurred by Council for the intended sale, are paid prior to the auction.

An "Auction Notice" will be produced and displayed in public view at the proposed property for sale, at all Western Downs Regional Council Customer Service Centres, on Council's website as well as being advertised in selected Newspapers relevant to the Western Downs Regional Council area. The "Auction Notice" must advise of the date, time and location of the auction and a full description of the land. Other details can be set at the discretion of the Chief Executive Officer.

An "Auction Listing" (list of properties for potential sale), will be included as part of the "Auction Notice" on Council's website and Newspapers. The "Auction Listing" will be updated each day (up to and including the day of the auction) on Council's website.

Prior to the public auction, a reserve price must be set by the Chief Executive Officer of the Western Downs Regional Council. In accordance with *section 143 of the Local Government Regulation 2012*, Council must set a reserve price for the auction that is at least -

- a. the market value of the land; or
- b. the higher of the following -
  - i. the amount of the overdue rates or charges on the land;
  - ii. the Unimproved capital value of the land.

All proceeds from the sale of land for arrears of rates and charges and costs will be held in a trust by Council. The balance of outstanding arrears of rates and charges, including costs, will be discharged to finalise the rates and/or water accounts and the remainder, if any, will remain in trust until it is released to the previous property owner(s) and/or mortgagee(s), with approved written notification and/or identification.

### Payment Arrangements

At any stage of the recovery process, except for the sale of land, Council will accept applications for payment arrangements on the approved Payment Plan form.

Only delegated officers, in accordance with the Delegations Authority approved by Council, may agree to the recovery of debts by periodic part payment. Council will not agree to the periodic repayment of debt where the term of repayment of outstanding rates and charges, including the next levy, extends beyond the end of the following rating period. Payment arrangements will be reviewed on a regular basis to confirm compliance with Council Policy. Exceptions to this policy may be applied under certain circumstances. Refer to *Deferment of Recovery Action* below.

If a payment plan meets the criteria set by Council and an application for periodic part payment is approved, the ratepayer(s) will be notified by correspondence from Council. This correspondence will advise that the outstanding account may be referred to Council's Debt Recovery Agency, if the approved arrangement is not adhered to.

If a payment plan is requested and the criteria set by Council is not met, the ratepayer(s) will be requested to increase their proposed periodic payment amount to satisfy the terms of an approved arrangement. The ratepayer will further be advised that failure to respond to Council's request for increase, within fourteen (14) days from the date of the correspondence, will result in the outstanding account being referred to Council's Debt Collection Agency.

### Payment Arrangements in Default

Where payments have not been received in accordance with an approved payment plan a "Default Notice" will be issued. It will advise the ratepayer(s) that the payment arrangement is in default and that the outstanding account will be passed to Council's Debt Collection Agency should the default not be rectified within fourteen (14) days of the date of the "Default Notice".

Where a default on an approved payment arrangement has not been rectified within fourteen (14) days of the date of the "Default Notice", a "Notice of Cancellation" will be issued to the ratepayer(s) and will advise that the outstanding rates and charges will be referred to Council's Debt Recovery Agency.

A payment arrangement may be reinstated when the arrears of the payment plan instalments are brought up to date.

A payment arrangement may be renegotiated where the ratepayer(s) have demonstrated substantial compliance with the original arrangement.

If a payment arrangement has defaulted more than once in the past financial year, a direct debit shall be the only payment method acceptable in order to have the agreement reinstated.

### Direct Debits

## Rates and Charges Collection - COUNCIL POLICY

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Applications for Direct Debit shall be in writing on the approved "Direct Debit Form".

Where there is a balance outstanding and a Direct Debit dishonours on two (2) consecutive occasions, the Direct Debit will be cancelled with written advice issued in the form of a letter. This letter will advise the ratepayer(s) that the Direct Debit has been cancelled and the account may be referred to Council's Debt Recovery Agency. Reinstatement of a Direct Debit will be considered on a case by case basis, taking into account the frequency of the dishonour and the circumstances of the dishonour.

### Deferment of Recovery Action

Recovery action may be deferred for the following reasons:

- deceased estates in probate
- receivership/administration
- bankruptcy liquidations
- approved hardship\*
- property sale where an unconditional contract has been signed, or
- special circumstances\*\*.

\*. Delegate power, under Section 157 (1) b of the Local Government Act 2009, to the CEO to grant hardship relief on a case by case basis, in relation to the following:

- a. Payment Plans
- b. Discount Periods
- c. Interest on Overdue Rates

\*\*Special circumstances can be approved at the discretion of a delegated officer, for any overdue rates and charges not falling into any of the above categories that may benefit from the deferment of recovery action.

### RELATED LEGISLATION:

- *Qld Local Government Act 2009*
- *Local Government Regulation 2012*
- *Fire & Rescue Service Act 1990*
- *Fire and Rescue Service Regulation 2011*
- *Australian Competition And Consumer Commission Debt Collection Guidelines*
- *Information Privacy Act 2009*

### RELATED DOCUMENTS (LOCAL LAWS, POLICIES, DELEGATIONS ETC):

- Western Downs Regional Council - Register of Delegations
- Revenue Policy
- Revenue Statement
- LARMAQ Sale of Land Best Practice Guide 2017
- Western Downs Regional Council - Sale of Land Process Workflow

### ATTACHMENTS:

Nil

### DEFINITIONS:

#### Rates and Charges:

Rates and charges are levies that a local government imposes;

- a) on land; and
- b) for a service, facility or activity that is supplied or undertaken by -
  - i. the local government;
  - ii. someone on behalf of the local government (including a garbage contractor, for example).

There are several types of rates and charges as defined by *section 92* of the *Local Government Act 2009*:

- General rates (including differential rates); and
- Special rates and charges; and
- Utility charges; and
- Separate rates and charges; and
- As advised in *section 105* of the *Local Government Regulation 2012*

A **Rate Notice** may also include an amount, other than an amount for rates and charges, payable to the local government.

A Charge on Land may also be included in the debt recovery actions included in this Policy.

**Overdue Rates and Charges** or costs include:

- Rates and charges that are not paid by the due date for payment stated on the rates notice.
- Court awarded costs; and
- Interest on rates and/or charges.

#### Water Consumption Charges

Water consumption charges are charges that a local government imposes for each property connected to a water supply scheme and shall be charged for each kilolitre of water consumed, separate to the access charge.

#### Interest

It is Council Policy to charge 8.53 percent (%) interest per annum, compounding daily on any amounts outstanding, thirty (30) days after the due date, pursuant to *Section 133* of the *Local Government Regulation 2012*.

#### Initial Recovery Action Threshold

An action carried out by Council's delegated officers following Council's policies in an effort to recover overdue rates and charges.

The total debt amount above which initial recovery actions will be triggered is \$5.00.

#### Advanced Recovery Action Threshold

An action carried out by Council's appointed Debt Recovery Agency following the agreed terms and conditions of the appointment in the effort to recover overdue rates and charges on behalf of Council.

The total debt amount above which advanced recovery actions will be triggered following unsuccessful completion of Initial Recovery Action is \$50.00.

### Magistrates Court Action Recovery Threshold

The total debt amount above which Magistrates Court recovery actions will be triggered following unsuccessful completion of Advanced Recovery Action is above \$749.99.

Council may also use the Magistrates Court to obtain warrants for Authorised Persons, Categorisation Officers and Local Government Workers, to enter private property. These warrants can be used to exercise disconnection, restriction and/or removal of Council infrastructure, for non-payment of accounts or non-compliance with service agreements. This is pursuant to *Chapter 5* of the *Local Government Act 2009*, and the *Gas Supply Act 2003* and also, but not limited to, investigation of matters related to categorisation as set out in *Section 85* of the *Local Government Regulation 2012* and in accordance with the *Water Supply (Safety and Reliability) Act 2008*.

### Sale of Land

Sale of Land refers to the process, compliant with the *Local Government Regulation 2012*, where Council resolves to auction a property for the recovery of overdue rates and charges on that property, when some or all of the rates and charges have been overdue for at least three (3) years in the case of residential property and (1) year for all other property.

### Payment Plan

An agreement between a ratepayer and Council to pay overdue rates and charges by regular payments over an agreed period, or by a lump sum deferment of full payment by a defined date.

### Direct Debit

An arrangement made with a bank that allows Council to transfer monies from a person's account on an agreed date.

### Default on Arrangement

Failure to repay overdue rates and charges when due, defined by an Approved Payment Plan.

### Approved Hardship

A circumstance where a ratepayer fails to meet the obligation of paying rates and charges by the due date as a result of severe suffering or privation and Council agrees there is no course of action available to be taken to improve the financial position of the ratepayer.

### REVIEW TRIGGER:

List of factors which require the policy to be reviewed e.g.: -

- Periodic review.
- Change in Legislation; Corporate Plan, Planning Scheme etc affecting this policy.
- Change in community priorities or circumstances relating to this policy; and
- Natural Disaster.

# 2020-21 Dividend Payment - Council Policy

Effective Date	22 July 2020
Policy Owner	Finance
Link to Corporate Plan	Financial Sustainability
Review Date	June 2021
Related Legislation	Nil
Related Documents	Recommended Adoption of National Competition Policy Compliance for 2020-21

Policy Version	Approval Date	Adopted/Approved
1	19/06/2017	Special Meeting of Council Adopt 2017/2018 Budget - 19 June 2017
2	20/06/2018	Special Meeting of Council Adopt 2018/2019 Budget - 20 June 2018
3	19/06/2019	Special Meeting of Council Adopt 2019/20 Budget - 19 June 2019

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**1. PURPOSE**

To apply the principles of the Code of Competitive Conduct to Council's business and to ensure the businesses are financially sound.

**2. POLICY**

The Dividend policy to apply to the various Council businesses is:

1. Where an Operating Profit is forecast, a Dividend will be paid to Council after adjusting for any loan redemptions and net funding for capital works.
2. Where an Operating Deficit is forecast, a Community Service Obligation will be provided to the business unit after adjusting for loan redemptions and net funding of capital works.

Net funding of capital works is defined as budgeted capital works less budgeted capital revenue less funded depreciation.

**RELATED LEGISLATION:**

Nil



## 2020-21 Debt - Council Policy

Effective Date	22 July 2020
Policy Owner	Finance
Link to Corporate Plan	Financial Sustainability
Review Date	June 2021
Related Legislation	<i>Local Government Regulation 2012</i> <i>Statutory Bodies Financial Arrangements Act 1982</i>
Related Documents	Nil

Policy Version	Approval Date	Adopted/Approved
1	19/06/2017	Special Meeting of Council Adopt 2017/2018 Budget - 19 June 2017
2	20/06/2018	Special Meeting of Council Adopt 2018/2019 Budget - 20 June 2018
3	19/06/2019	Special Meeting of Council Adopt 2019/20 Budget - 19 June 2019

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## 1. PURPOSE

The purpose of this policy is to ensure sound financial management through, where necessary, the judicious use of debt.

## 2. SCOPE

Section 192 of the *Local Government Regulation 2012* requires a local government to prepare and adopt a debt policy each financial year. Furthermore, Council's borrowing activities are governed by the *Statutory Bodies Financial Arrangements Act 1982*.

### 3. POLICY

Council will utilise debt funding (other than a working capital facility) to fund capital works only. Council will:

- only use debt where it has adequate capacity to meet debt service obligations arising from the drawdown of this debt funding.
- as a general rule, only borrow to fund new or upgrades to revenue producing capital infrastructure.
- only use debt to fund new or upgrades to social infrastructure in exceptional circumstances. Under no circumstances will debt be used to fund the replacement of social infrastructure.

### ***Borrowing Purposes***

When seeking funding for capital works, Council will, wherever possible, use its existing cash reserves after giving due consideration to its liquidity requirements. At a minimum, Council will hold adequate cash reserves to meet both its capital and operational funding obligations for at least one month after the sooner of 31 October or 30 April. These dates correspond with the end of the discount period for the collection of rates and utility charges (other than volumetric charges for water).

The use of debt will be subject to maintaining financial ratios and measures within adopted targets including the Net Financial Liabilities Ratio and the Operating Surplus Ratio.

Refer also to Council's Financial Management Strategy.

### ***Repayments and Repayment Ability***

Borrowings will be undertaken for new capital works or capital works upgrades where the interest and debt principal repayments can be serviced and the Net Financial Liabilities Ratio and the Operating Surplus Ratio are maintained within the approved benchmark. The benchmarks are either set by Council in its Financial Management Strategy (see Financial Management Strategy) or by the Department of Local Government, Racing and Multicultural Affairs in its Financial Management (Sustainability) Guideline 2013. These benchmarks are utilised by the Queensland Audit Office and Queensland Treasury Corporation in considering the financial sustainability of a local government.

Council will discharge debts in the shortest possible time subject to overall budgetary constraints.

**Debt Term**

The debt term shall not exceed the lesser of 20 years or the finite life of the related asset.

**Interest Rate**

In instances where it has the capacity to do so, Council should carefully consider the current and expected interest rate environment before making a decision as to how long interest rates should be set. For example, if current interest rates are considered high, consideration should be given to setting interest rates for a shorter term than the length of the loan. Conversely if interest rates are considered low, consideration should be given to more closely matching the interest rate to the term of the loan.



***Borrowing Sources***

Council shall raise all external borrowings at the most competitive rates available and from sources as defined by legislation. As a principle, this will be Queensland Treasury Corporation.

***Proposed Borrowings***

Council proposes no new borrowings for the 2020-21 financial year and subsequent nine (9) years.

***Current Borrowings***

NIL

**RELATED LEGISLATION:**

*Local Government Regulation 2012*

*Statutory Bodies Financial Arrangements Act 1982*

**RELATED DOCUMENTS:**

- Financial Management Strategy
- Liquidity Management Policy

Authority in respect of this policy is delegated to the Chief Executive Officer





Western Downs Regional Council  
One Page Result  
2020-21 Proposed Budget  
Adopt Budget Meeting 22 July 2020


	Council Consolidated					Council Net					Commercial Works				
	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget
<b>Operating Revenue</b>															
Rates and Utility Charges	(88,811,615)	(88,811,615)	(88,086,019)	(88,083,588)	(91,355,089)	(68,981,313)	(68,981,313)	(68,114,628)	(68,114,628)	(70,892,507)	-	-	-	-	-
Volumetric	(7,227,791)	(7,227,791)	(4,167,531)	(7,723,086)	(6,723,086)	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	4,924,373	4,924,373	4,914,582	4,951,962	5,317,113	3,645,841	3,645,841	3,866,611	3,669,105	3,955,125	-	-	-	-	-
Net Rates and Utility Charges	(91,115,033)	(91,115,033)	(87,338,968)	(90,854,712)	(92,761,062)	(65,335,472)	(65,335,472)	(64,248,018)	(64,445,523)	(66,937,382)	-	-	-	-	-
Fees and Charges	(6,787,310)	(6,787,310)	(6,599,801)	(7,379,968)	(5,559,170)	(3,245,310)	(3,245,310)	(3,365,043)	(3,729,157)	(2,642,810)	-	-	-	-	-
Rental and Levies	(1,672,589)	(1,672,589)	(1,615,448)	(1,695,292)	(1,588,400)	(1,582,589)	(1,582,589)	(1,546,068)	(1,619,605)	(1,513,400)	-	-	-	-	-
Sales of Major Services	(18,980,642)	(18,980,642)	(17,488,353)	(23,559,371)	(26,558,756)	-	-	-	(21,000)	-	(5,435,000)	(5,435,000)	(5,870,013)	(9,331,374)	(12,050,000)
Operating Grants & Subsidies	(25,177,684)	(25,177,684)	(25,870,676)	(26,295,832)	(21,451,589)	(22,073,013)	(22,073,013)	(22,654,141)	(23,079,296)	(21,451,589)	(3,104,671)	(3,104,671)	(3,200,000)	(3,200,000)	-
Interest	(3,645,978)	(3,645,978)	(2,301,059)	(2,598,438)	(1,615,000)	(3,645,978)	(3,645,978)	(2,200,288)	(2,494,183)	(1,615,000)	-	-	-	-	-
Other Income	(1,602,500)	(1,602,500)	(930,154)	(950,717)	(1,601,075)	(1,552,500)	(1,552,500)	(901,768)	(916,592)	(1,561,075)	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	(148,981,736)	(148,981,736)	(142,144,458)	(153,334,330)	(151,135,052)	(97,434,862)	(97,434,862)	(94,915,325)	(96,305,356)	(95,721,256)	(8,539,671)	(8,539,671)	(9,070,013)	(12,531,374)	(12,050,000)
<b>Operating Expenses</b>															
Employee Benefits	56,922,638	56,922,638	50,253,578	53,963,435	57,255,425	45,880,292	45,880,292	40,813,591	44,070,328	46,999,291	2,554,938	2,554,938	2,126,358	2,228,423	2,076,057
Less Capitalised Employee Benefits	(5,317,506)	(5,317,506)	(4,007,579)	(4,273,653)	(4,728,745)	(4,586,925)	(4,586,925)	(3,495,696)	(3,737,200)	(4,256,418)	-	-	-	-	-
Net Employee Benefits	51,605,132	51,605,132	46,245,999	49,689,782	52,526,680	41,293,367	41,293,367	37,317,895	40,333,128	42,742,873	2,554,938	2,554,938	2,126,358	2,228,423	2,076,057
Materials and Services	53,079,460	53,079,460	41,853,971	54,582,581	58,360,000	26,733,036	26,733,036	18,210,394	26,676,000	27,442,493	5,312,776	5,312,776	7,391,515	7,752,274	8,691,790
Depreciation and Amortisation	41,863,459	41,863,459	39,324,047	42,757,000	43,869,076	34,053,592	34,053,592	32,685,099	35,639,146	36,544,733	-	-	-	-	-
Finance Costs	580,110	580,110	118,364	652,123	593,055	549,110	549,110	120,994	621,211	480,878	-	-	-	-	-
Corporate Overhead	-	-	-	-	-	(4,417,445)	(4,417,445)	(4,049,331)	(4,417,445)	(4,208,017)	479,299	479,299	439,362	479,299	456,576
<b>TOTAL OPERATING EXPENSES</b>	147,128,161	147,128,161	127,542,381	147,681,485	155,348,811	98,211,660	98,211,660	84,285,051	98,852,040	103,002,960	8,347,013	8,347,013	9,957,235	10,459,996	11,224,423
<b>Operating (surplus)/deficit</b>	(1,853,575)	(1,853,575)	(14,602,077)	(5,652,845)	4,213,759	776,798	776,798	(10,630,274)	2,546,684	7,281,704	(192,658)	(192,658)	887,222	(2,071,378)	(825,577)
<b>Capital Revenue</b>															
Capital Grants & Subsidies	(6,434,700)	(9,265,833)	(7,547,360)	(8,987,952)	(18,903,093)	(6,424,700)	(9,265,833)	(7,537,360)	(8,977,952)	(18,903,093)	-	-	-	-	-
Contributions	(4,295,658)	(3,832,129)	(2,997)	(5,567,865)	-	(4,295,658)	(3,832,129)	(1,834)	(5,566,702)	-	-	-	-	-	-
Contributions - Contributed Assets	(1,980,000)	(1,980,000)	(1,086,080)	(1,086,080)	(1,000,000)	(1,980,000)	(1,980,000)	(853,872)	(853,872)	(1,000,000)	-	-	-	-	-
Contributions from Developers - Cash	-	-	(670,919)	(767,951)	(700,000)	-	-	(673,729)	(719,960)	(700,000)	-	-	-	-	-
Disposal of Non-Current Assets	(804,500)	(804,500)	(479,964)	(479,964)	(850,000)	(804,500)	(804,500)	(479,964)	(479,964)	(850,000)	-	-	-	-	-
<b>TOTAL CAPITAL REVENUE</b>	(13,514,858)	(15,882,462)	(9,787,320)	(16,889,812)	(21,453,093)	(13,504,858)	(15,882,462)	(9,546,759)	(16,598,450)	(21,453,093)	-	-	-	-	-
<b>Capital Expenses</b>															
Loss of Revaluation of Inventory	-	-	3,830	3,830	-	-	-	3,830	3,830	-	-	-	-	-	-
Restoration of Land Provision	-	-	20,628	20,628	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	8,500,000	8,500,000	12,581,487	13,530,678	9,200,000	7,500,000	7,500,000	8,137,482	9,086,673	8,200,000	-	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	8,500,000	8,500,000	12,605,944	13,555,135	9,200,000	7,500,000	7,500,000	8,141,312	9,090,503	8,200,000	-	-	-	-	-
<b>Net Result (surplus)/deficit</b>	(6,868,433)	(9,236,037)	(11,783,452)	(8,138,983)	(8,039,334)	(5,228,060)	(7,605,664)	(12,035,721)	(4,961,264)	(5,971,389)	(192,658)	(192,658)	887,222	(2,071,378)	(825,577)
<b>Capital Funding Applications</b>															
Capital Expenditure - New Assets	6,828,177	7,584,331	4,208,347	6,243,817	15,024,931	6,728,177	7,459,796	4,154,652	6,190,122	14,524,931	-	-	-	-	-
Capital Expenditure - Upgrade Assets	6,293,719	6,736,348	3,217,673	5,061,774	6,215,842	5,262,286	5,477,414	2,799,001	4,473,880	5,775,842	-	-	-	-	-
Capital Expenditure - Replacement Assets	34,183,320	34,493,957	21,520,390	27,115,601	43,561,520	26,279,583	26,792,721	18,023,735	21,881,264	38,350,768	-	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	47,305,216	48,814,636	28,946,410	38,421,192	64,802,293	38,270,046	39,729,931	24,977,388	32,545,266	58,651,541	-	-	-	-	-



Western Downs Regional Council  
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	Gas					Water					Sewerage				
	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget
<b>Operating Revenue</b>															
Rates and Utility Charges	-	-	-	-	-	(5,772,380)	(5,772,380)	(5,764,081)	(5,761,650)	(5,923,280)	(8,866,302)	(8,866,302)	(8,821,781)	(8,821,781)	(9,008,465)
Volumetric	-	-	-	-	-	(7,227,791)	(7,227,791)	(4,167,531)	(7,723,086)	(6,723,086)	-	-	-	-	-
Less: Discounts & Pensioner Remissions	-	-	37,871	-	-	614,999	614,999	406,734	674,237	635,023	418,489	418,489	377,441	380,937	450,423
Net Rates and Utility Charges	-	-	37,871	-	-	(12,385,172)	(12,385,172)	(9,524,877)	(12,810,499)	(12,011,343)	(8,447,813)	(8,447,813)	(8,444,340)	(8,440,844)	(8,558,042)
Fees and Charges	(27,000)	(27,000)	(32,366)	(35,308)	(31,000)	(1,010,000)	(1,010,000)	(1,198,953)	(1,297,100)	(770,000)	(5,000)	(5,000)	(14,389)	(17,229)	-
Rental and Levies	-	-	-	-	-	(90,000)	(90,000)	(69,380)	(75,687)	(75,000)	-	-	-	-	-
Sales of Major Services	(3,042,497)	(3,042,497)	(2,055,484)	(2,950,162)	(3,132,662)	(104,888)	(104,888)	(34,438)	(44,538)	(12,070)	(17,094)	(17,094)	(35,510)	(35,510)	(12,070)
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	(45,784)	(49,268)	-	-	-	(40,495)	(40,495)	-
Other Income	-	-	-	-	-	-	-	(1,646)	(1,646)	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>(3,069,497)</b>	<b>(3,069,497)</b>	<b>(2,049,979)</b>	<b>(2,985,470)</b>	<b>(3,163,662)</b>	<b>(13,590,060)</b>	<b>(13,590,060)</b>	<b>(10,875,079)</b>	<b>(14,278,739)</b>	<b>(12,868,413)</b>	<b>(8,469,907)</b>	<b>(8,469,907)</b>	<b>(8,534,733)</b>	<b>(8,534,077)</b>	<b>(8,570,112)</b>
<b>Operating Expenses</b>															
Employee Benefits	357,956	357,956	314,310	329,397	365,279	4,522,532	4,522,532	3,895,135	4,082,101	4,178,985	1,513,261	1,513,261	1,234,061	1,293,296	1,367,262
Less Capitalised Employee Benefits	-	-	-	-	-	(194,299)	(194,299)	(84,009)	(88,041)	-	(17,500)	(17,500)	(14,745)	(15,453)	-
Net Employee Benefits	357,956	357,956	314,310	329,397	365,279	4,328,233	4,328,233	3,811,126	3,994,060	4,178,985	1,495,761	1,495,761	1,219,316	1,277,843	1,367,262
Materials and Services	1,193,739	1,193,739	722,108	1,192,076	1,179,815	4,169,810	4,169,810	4,067,200	4,490,246	4,167,079	1,501,890	1,501,890	1,457,281	1,545,145	1,419,217
Depreciation and Amortisation	270,778	270,778	250,097	271,407	276,836	3,880,384	3,880,384	3,689,184	3,928,910	4,036,243	2,847,925	2,847,925	1,900,207	2,050,983	2,116,623
Finance Costs	31,000	31,000	(2,543)	31,000	45,650	-	-	-	-	28,490	-	-	-	-	-
Corporate Overhead	313,052	313,052	286,968	313,052	298,210	1,542,032	1,542,032	1,413,511	1,542,032	1,468,926	883,472	883,472	809,853	883,472	841,587
<b>TOTAL OPERATING EXPENSES</b>	<b>2,166,525</b>	<b>2,166,525</b>	<b>1,570,941</b>	<b>2,136,932</b>	<b>2,165,790</b>	<b>13,920,459</b>	<b>13,920,459</b>	<b>12,981,021</b>	<b>13,955,248</b>	<b>13,879,723</b>	<b>6,729,048</b>	<b>6,729,048</b>	<b>5,386,657</b>	<b>5,757,444</b>	<b>5,744,689</b>
<b>Operating (surplus)/deficit</b>	<b>(902,972)</b>	<b>(902,972)</b>	<b>(479,038)</b>	<b>(848,538)</b>	<b>(997,872)</b>	<b>330,399</b>	<b>330,399</b>	<b>2,105,942</b>	<b>(323,491)</b>	<b>1,011,310</b>	<b>(1,740,859)</b>	<b>(1,740,859)</b>	<b>(3,148,076)</b>	<b>(2,776,634)</b>	<b>(2,825,423)</b>
<b>Capital Revenue</b>															
Capital Grants & Subsidies	-	-	-	-	-	(10,000)	-	(10,000)	(10,000)	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	(290)	(290)	-	-	-	(873)	(873)	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	(114,496)	(114,496)	-	-	-	(117,712)	(117,712)	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	(1,115)	(28,450)	-	-	-	3,925	(19,541)	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(10,000)</b>	<b>-</b>	<b>(125,901)</b>	<b>(153,236)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(114,659)</b>	<b>(138,125)</b>	<b>-</b>
<b>Capital Expenses</b>															
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	-	-	-	600,000	600,000	4,339,033	4,339,033	800,000	200,000	200,000	104,972	104,972	100,000
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>600,000</b>	<b>4,339,033</b>	<b>4,339,033</b>	<b>800,000</b>	<b>200,000</b>	<b>200,000</b>	<b>104,972</b>	<b>104,972</b>	<b>100,000</b>
<b>Net Result (surplus)/deficit</b>	<b>(902,972)</b>	<b>(902,972)</b>	<b>(479,038)</b>	<b>-</b>	<b>(997,872)</b>	<b>920,399</b>	<b>930,399</b>	<b>6,319,074</b>	<b>3,862,306</b>	<b>1,811,310</b>	<b>(1,540,859)</b>	<b>(1,540,859)</b>	<b>(3,157,763)</b>	<b>(2,809,787)</b>	<b>(2,725,423)</b>
<b>Capital Funding Applications</b>															
Capital Expenditure - New Assets	-	-	-	-	-	-	24,535	24,535	24,535	-	-	-	-	-	-
Capital Expenditure - Upgrade Assets	-	-	-	-	-	700,000	818,337	200,482	253,866	370,000	210,000	319,164	125,290	234,727	70,000
Capital Expenditure - Replacement Assets	-	-	-	-	-	3,612,335	3,518,998	1,460,910	2,267,949	2,765,000	3,734,381	3,625,217	1,815,930	2,556,535	2,280,000
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,312,335</b>	<b>4,361,870</b>	<b>1,685,927</b>	<b>2,546,350</b>	<b>3,135,000</b>	<b>3,944,381</b>	<b>3,944,381</b>	<b>1,941,220</b>	<b>2,791,263</b>	<b>2,350,000</b>



<div>  <div> <div>Western Downs Regional Council</div> <div>One Page Result</div> <div>2020-21 Proposed Budget</div> <div>Adopt Budget Meeting 22 July 2020</div> </div> </div>																			
Quarry					Waste					Saleyards					Washdown Bays				
Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget	Original Budget	Revised Budget	YTD Actuals 31/05/20	Estimated Position	Next Year Budget
<b>Operating Revenue</b>																			
Rates and Utility Charges	-	-	-	-	(5,191,620)	(5,191,620)	(5,385,529)	(5,385,529)	(5,530,837)	-	-	-	-	-	-	-	-	-	-
Volumetric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	-	-	-	-	245,044	245,044	225,925	227,683	276,542	-	-	-	-	-	-	-	-	-	-
Net Rates and Utility Charges	-	-	-	-	(4,946,576)	(4,946,576)	(5,159,603)	(5,157,846)	(5,254,295)	-	-	-	-	-	-	-	-	-	-
Fees and Charges	-	-	(468)	(468)	(2,040,000)	(2,040,000)	(1,348,906)	(1,567,829)	(1,715,360)	-	-	-	-	-	(460,000)	(460,000)	(639,676)	(732,878)	(400,000)
Rental and Levies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Major Services	(7,612,463)	(7,612,463)	(6,133,427)	(7,586,053)	-	-	-	-	-	(2,768,700)	(2,768,700)	(3,359,481)	(3,590,735)	(2,800,000)	-	-	-	-	-
Operating Grants & Subsidies	-	-	-	-	-	-	(16,536)	(16,536)	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	(14,492)	(14,492)	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	(50,000)	(50,000)	(26,740)	(32,479)	(40,000)	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>(7,612,463)</b>	<b>(7,612,463)</b>	<b>(6,133,895)</b>	<b>(7,586,521)</b>	<b>(7,036,576)</b>	<b>(7,036,576)</b>	<b>(6,566,277)</b>	<b>(6,789,181)</b>	<b>(7,009,655)</b>	<b>(2,768,700)</b>	<b>(2,768,700)</b>	<b>(3,359,481)</b>	<b>(3,590,735)</b>	<b>(2,800,000)</b>	<b>(460,000)</b>	<b>(460,000)</b>	<b>(639,676)</b>	<b>(732,878)</b>	<b>(400,000)</b>
<b>Operating Expenses</b>																			
Employee Benefits	1,102,720	1,102,720	903,748	947,128	401,786	401,786	427,445	447,962	478,263	479,490	479,490	421,648	441,887	500,045	109,663	109,663	117,282	122,912	133,749
Less Capitalised Employee Benefits	(503,782)	(503,782)	(413,129)	(432,959)	-	-	-	-	-	(15,000)	(15,000)	-	-	-	-	-	-	-	-
Net Employee Benefits	598,938	598,938	490,619	514,169	401,786	401,786	427,445	447,962	478,263	464,490	464,490	421,648	441,887	500,045	109,663	109,663	117,282	122,912	133,749
Materials and Services	4,597,152	4,597,152	3,573,026	4,147,235	7,922,904	7,922,904	4,952,624	7,101,155	8,011,672	1,243,924	1,243,924	1,120,618	1,211,247	1,448,399	404,229	404,229	359,205	467,203	491,074
Depreciation and Amortisation	19,714	19,714	19,157	20,819	339,428	339,428	377,025	406,876	424,371	418,428	418,428	377,449	410,753	419,208	33,210	33,210	25,830	28,106	28,668
Finance Costs	-	-	-	-	-	-	(37)	(37)	14,636	-	-	-	-	2,991	-	-	(51)	(51)	18,943
Corporate Overhead	370,001	370,001	339,174	370,001	553,378	553,378	507,265	553,378	527,143	219,695	219,695	201,388	219,695	209,279	56,516	56,516	51,810	56,516	53,836
<b>TOTAL OPERATING EXPENSES</b>	<b>5,585,805</b>	<b>5,585,805</b>	<b>4,421,976</b>	<b>5,052,223</b>	<b>9,217,496</b>	<b>9,217,496</b>	<b>6,264,322</b>	<b>8,509,334</b>	<b>9,456,085</b>	<b>2,346,537</b>	<b>2,346,537</b>	<b>2,121,103</b>	<b>2,283,582</b>	<b>2,579,922</b>	<b>603,618</b>	<b>603,618</b>	<b>554,076</b>	<b>674,686</b>	<b>726,270</b>
<b>Operating (surplus)/deficit</b>	<b>(2,026,658)</b>	<b>(2,026,658)</b>	<b>(1,711,919)</b>	<b>(2,534,297)</b>	<b>(2,180,920)</b>	<b>(2,180,920)</b>	<b>(301,955)</b>	<b>(1,720,153)</b>	<b>(2,446,430)</b>	<b>(422,163)</b>	<b>(422,163)</b>	<b>(1,238,378)</b>	<b>(1,307,152)</b>	<b>(220,078)</b>	<b>143,618</b>	<b>143,618</b>	<b>(85,601)</b>	<b>(58,192)</b>	<b>326,270</b>
<b>Capital Revenue</b>																			
Capital Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Expenses</b>																			
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	948	948	-	-	19,679	19,679	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	-	-	-	-	-	-	-	200,000	200,000	-	-	100,000	-	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>-</b>	<b>-</b>	<b>948</b>	<b>948</b>	<b>-</b>	<b>-</b>	<b>19,679</b>	<b>19,679</b>	<b>-</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result (surplus)/deficit</b>	<b>(2,026,658)</b>	<b>(2,026,658)</b>	<b>(1,710,971)</b>	<b>(2,533,349)</b>	<b>(2,180,920)</b>	<b>(2,180,920)</b>	<b>(282,276)</b>	<b>(1,739,832)</b>	<b>(2,446,430)</b>	<b>(222,163)</b>	<b>(222,163)</b>	<b>(1,238,378)</b>	<b>(1,307,152)</b>	<b>(120,078)</b>	<b>143,618</b>	<b>143,618</b>	<b>(85,601)</b>	<b>(58,192)</b>	<b>326,270</b>
<b>Capital Funding Applications</b>																			
Capital Expenditure - New Assets	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-	100,000	100,000	29,160	29,160	-
Capital Expenditure - Upgrade Assets	60,000	60,000	51,500	51,500	-	61,433	61,433	41,400	47,800	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	-	-	-	-	-	315,000	315,000	210,236	214,274	242,021	242,021	9,579	195,579	50,000	-	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	60,000	60,000	51,500	51,500	-	376,433	376,433	251,636	262,074	242,021	242,021	9,579	195,579	50,000	100,000	100,000	29,160	29,160	-



**Statement of Financial Position**  
**Estimated Position**  
**Adopt Budget Meeting 22 July 2020**

All Outputs are in thousand (\$'000)

Jun-20A

**Assets**

**Current assets**

Cash and cash equivalents	Internally restricted component	-
	Externally restricted component	-
	Unrestricted component	173,000
		173,000
Trade and other receivables	General trade and other receivables	23,345
	Internal loans outstanding	-
		23,345
Inventories	Inventories held for sale	-
	Inventories held for distribution	4,700
	Land held for development or sale	-
		4,700
Other current assets	Tax equivalent assets	-
	Prepayments	100
	Other current assets	-
		100
Non-current assets held for sale		-
Total current assets		201,145

**Non-current assets**

Inventories	Land held for development for sale	-
		-
Trade and other receivables	General trade and other receivables	-
	Internal loans outstanding	-
		-
Investments	Joint ventures & associates	-
	Controlled entities	-
	Other investments	-
	Investment property	-
		-
Property, plant & equipment	Land	36,793
	Land improvements	30,087
	Buildings	124,360
	Plant & equipment	41,273
	Furniture & fittings	227
	Roads, drainage & bridge network	975,721
	Water	146,397
	Sewerage	109,003
	Miscellaneous	16,161
	Work in progress	23,868
		1,503,889
Other non-current assets	Intangible assets	1,260
	Other non-current assets	-
		1,260

**Total non-current assets**

1,505,149

**Total assets**

1,706,294



**Statement of Financial Position  
Estimated Position  
Adopt Budget Meeting 22 July 2020**

All Outputs are in thousand (\$'000)

Jun-20A

**Liabilities**

**Current liabilities**

Overdraft		-
Trade and other payables	Employee payables	4,100
	Other payables	12,400
		16,500
Borrowings	Loans	-
	Finance leases	-
		-
Provisions	Employee	6,100
	Restoration & rehabilitation	466
	Restructuring	-
	Other	-
		6,566
Other current liabilities	Tax equivalent liabilities	-
	Other	-
		-
Total current liabilities		23,066

**Non-current liabilities**

Trade and other payables		-
Borrowings	Loans	-
	Finance leases	-
		-
Provisions	Employee	2,100
	Restoration & rehabilitation	6,247
	Restructuring	-
	Other	-
		8,347
Other non-current liabilities		-

**Total non-current liabilities** 8,347

**Total liabilities** 31,413

**Net community assets** 1,674,881

**Community equity**

Asset revaluation surplus	689,710
Retained surplus	985,171

**Total community equity** 1,674,881

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Income</b>															
<b>Revenue</b>															
<b>Operating revenue</b>															
General rates	58,975	64,200	66,982	69,915	67,966	70,567	72,614	74,719	76,886	79,116	81,410	83,771	86,200	88,700	91,273
Separate rates	68	87	87	74	74	110	113	116	119	122	125	128	131	135	138
Levies	(169)	(149)	73	58	75	215	220	226	231	237	243	249	255	262	268
Water	4,122	4,748	5,385	5,472	5,762	5,923	6,095	6,272	6,454	6,641	6,833	7,032	7,236	7,445	7,661
Water consumption, rental and sundries	6,076	6,387	6,724	7,043	7,723	6,723	6,918	7,119	7,325	7,538	7,756	7,981	8,213	8,451	8,696
Sewerage	6,991	7,663	8,341	8,360	8,822	9,008	9,270	9,539	9,815	10,100	10,393	10,694	11,004	11,323	11,652
Sewerage trade waste	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Waste management	4,088	4,564	4,914	5,004	5,386	5,531	5,691	5,856	6,026	6,201	6,381	6,566	6,756	6,952	7,154
Garbage charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other rates, levies and charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: discounts	(7,213)	(4,028)	(4,072)	(4,324)	(4,502)	(4,907)	(5,049)	(5,196)	(5,347)	(5,502)	(5,661)	(5,825)	(5,994)	(6,168)	(6,347)
Less: pensioner remissions	(410)	(426)	(399)	(439)	(450)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)
Net rates, levies and charges	72,528	83,046	88,035	91,163	90,855	92,761	95,462	98,241	101,100	104,043	107,070	110,186	113,391	116,690	120,084
Building and development fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infringements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licences and registrations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other fees and charges	10,228	8,801	8,170	7,980	7,380	5,559	6,196	6,376	6,561	6,751	6,947	7,149	7,356	7,569	7,789
Fees and charges	10,228	8,801	8,170	7,980	7,380	5,559	6,196	6,376	6,561	6,751	6,947	7,149	7,356	7,569	7,789
Other rental income	1,755	1,908	1,650	1,715	1,695	1,588	1,634	1,682	1,731	1,781	1,832	1,886	1,940	1,997	2,054
Rental income	1,755	1,908	1,650	1,715	1,695	1,588	1,634	1,682	1,731	1,781	1,832	1,886	1,940	1,997	2,054
Interest from overdue rates, levies and charges	336	-	415	427	203	100	103	106	109	112	115	119	122	126	129
Interest received from investments	3,066	2,663	2,825	3,276	2,318	1,509	2,882	4,206	4,395	4,674	4,941	5,226	5,528	5,863	6,219
Other interest received	176	-	172	144	77	6	6	6	6	6	6	6	6	6	6
Interest received	3,577	2,663	3,412	3,847	2,598	1,615	2,991	4,318	4,510	4,792	5,062	5,351	5,656	5,994	6,354
Contract and recoverable works	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of inventory held for sale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of non-current assets held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other sales revenue	23,119	21,498	21,655	27,752	23,559	26,559	27,329	28,121	28,937	29,776	30,640	31,528	32,443	33,383	34,352
Sales revenue	23,119	21,498	21,655	27,752	23,559	26,559	27,329	28,121	28,937	29,776	30,640	31,528	32,443	33,383	34,352
Profit (loss) from joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit (loss) from controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit (loss) from other investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit from investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
External dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Internal charges received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other income	1,394	999	1,136	1,232	951	1,601	1,648	1,695	1,744	1,795	1,847	1,901	1,956	2,012	2,071
Other income	1,394	999	1,136	1,232	951	1,601	1,648	1,695	1,744	1,795	1,847	1,901	1,956	2,012	2,071
General purpose grants	17,772	26,380	17,028	16,352	16,600	16,293	15,893	15,493	15,093	14,693	14,293	13,893	13,493	13,093	12,693
State subsidies and grants—operating	6,386	5,854	6,193	7,129	9,586	5,104	5,252	5,404	5,561	5,722	5,888	6,058	6,234	6,415	6,601
Commonwealth subsidies and grants—operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other non-government subsidies and grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Donations—operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions—operating	8,364	1,789	181	299	110	55	56	58	60	61	63	65	67	69	71
Grants, subsidies, contributions and donations	32,522	34,023	23,402	23,780	26,296	21,452	21,201	20,955	20,714	20,476	20,244	20,017	19,794	19,577	19,365
Total operating revenue	145,122	152,938	147,460	157,469	153,334	151,135	156,461	161,389	165,297	169,414	173,643	178,016	182,536	187,223	192,069
<b>Capital revenue</b>															
Government subsidies and grants—capital	16,253	15,067	16,390	9,442	8,022	18,903	10,903	8,805	3,732	-	-	-	-	-	-
Donations—capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions—capital	12,481	13,404	6,906	5,291	3,729	-	-	-	-	-	-	-	-	-	-
Other capital contributions	5,234	5,497	1,316	-	1,086	-	-	-	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	33,968	33,968	24,612	14,733	12,837	18,903	10,903	8,805	3,732	-	-	-	-	-	-
<b>Total revenue</b>	179,090	186,906	172,072	172,202	166,171	170,038	167,364	170,193	169,029	169,414	173,643	178,016	182,536	187,223	192,069
<b>Capital income</b>															
Profit/(loss) on disposal of property, plant & equipment	(158)	438	199	194	50	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of other investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of investment property	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of property, plant & equipment reversing previous revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation of investment property	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other capital income	110	452	112	(59)	1	-	-	-	-	-	-	-	-	-	-
Total capital income	(48)	890	311	135	51	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	179,042	187,796	172,383	172,337	166,222	170,038	167,364	170,193	169,029	169,414	173,643	178,016	182,536	187,223	192,069

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Expenses</b>															
<b>Operating expenses</b>															
Total staff wages and salaries	40,964	41,619	37,883	39,738	38,940	35,538	35,700	36,271	36,851	37,441	38,040	38,649	39,267	39,895	40,534
Councillors' remuneration	816	685	668	683	698	712	726	741	755	770	786	802	818	834	851
Employee provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other employee related expenses	15,122	14,153	13,772	13,585	14,324	16,277	16,542	16,811	17,085	17,363	17,645	17,932	18,224	18,520	18,822
Less: capitalised employee expenses	(7,134)	(7,091)	(6,460)	(5,084)	(4,274)	-	-	-	-	-	-	-	-	-	-
Employee benefits	49,768	49,367	45,863	48,922	49,689	52,527	52,968	53,823	54,691	55,574	56,471	57,382	58,308	59,249	60,206
M&S—administration supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—audit services	207	192	190	178	208	204	209	214	219	225	231	236	242	248	254
M&S—communication & IT	121	116	488	453	445	580	595	610	625	640	656	673	690	707	725
M&S—consultants	2,096	1,652	1,013	946	716	670	687	704	722	740	758	777	797	816	837
M&S—contractors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—electricity	2,978	3,705	3,196	3,635	4,966	4,812	4,933	5,056	5,182	5,312	5,445	5,581	5,720	5,863	6,010
M&S—council maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—travel	3,416	2,854	3,089	3,511	2,964	3,239	3,320	3,403	3,488	3,575	3,665	3,756	3,850	3,947	4,045
M&S—other	34,517	32,600	34,750	40,749	45,108	48,694	48,240	49,446	50,682	51,949	53,248	54,579	55,944	57,343	58,776
Materials and services	43,335	41,119	42,726	49,472	54,407	58,200	57,984	59,433	60,919	62,442	64,003	65,603	67,243	68,924	70,647
Finance costs charged by QTC	8,461	1,008	2,217	753	-	4	4	3	3	2	1	1	0	0	0
Interest paid on overdraft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank charges	204	213	277	126	130	124	127	130	134	137	140	144	147	151	155
Interest on finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other finance costs	145	116	104	130	-	-	-	-	-	-	-	-	-	-	-
Finance costs	8,810	1,337	2,598	1,009	130	128	131	134	136	139	142	145	148	151	155
Land improvements	1,400	1,251	1,306	1,345	1,490	1,529	2,163	2,010	2,162	2,264	2,338	2,422	2,547	2,633	2,758
Buildings	2,313	2,710	2,765	2,850	4,480	4,597	4,944	5,150	5,322	5,498	5,682	5,840	6,034	6,247	6,471
Plant & equipment	5,635	5,441	4,911	4,894	4,726	4,848	5,144	5,283	5,440	5,588	5,730	5,862	5,881	5,980	6,063
Furniture & fittings	47	49	54	69	52	54	54	54	54	13	-	-	-	-	-
Roads, drainage & bridge network	26,224	26,130	24,941	24,542	25,919	26,577	27,197	27,713	28,279	28,850	29,430	30,052	30,710	31,405	32,129
Water	3,903	3,961	3,891	3,634	3,791	3,890	4,023	4,204	4,440	4,570	4,828	4,868	5,030	5,082	5,841
Sewerage	2,667	2,719	2,718	2,722	1,978	2,029	2,121	2,248	2,258	2,322	2,389	2,436	2,507	2,580	2,657
Miscellaneous	291	310	259	264	273	295	303	310	318	327	336	345	337	347	357
Amortisation of intangible assets	148	155	103	67	49	50	70	70	70	91	71	71	71	71	50
Depreciation and amortisation	42,627	42,726	40,948	40,387	42,757	43,869	46,018	47,040	48,343	49,524	50,805	51,895	53,116	54,346	56,326
Bad and doubtful debts	(180)	852	207	555	522	465	412	424	437	449	462	476	489	503	518
Rentals & operating leases	645	808	753	280	176	160	164	168	172	177	181	186	190	195	200
Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restructuring provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenses	465	1,660	960	835	698	625	576	592	609	626	643	661	680	698	718
Total operating expenses	145,005	136,209	133,095	140,625	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052



**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Capital expenses</b>															
Loss on impairment	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-
Restoration & rehabilitation provision expense	(290)	19	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement	-	-	-	1,781	-	-	-	-	-	-	-	-	-	-	-
Other capital expenses	14,250	14,031	19,122	9,157	-	-	-	-	-	-	-	-	-	-	-
Total capital expenses	13,960	14,050	19,122	11,020	-	-	-	-	-	-	-	-	-	-	-
<b>Total expenses</b>	158,965	150,259	152,217	151,645	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052
<b>Net result</b>	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Tax equivalents</b>															
Net result before tax equivalents	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
Tax equivalents payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net result after tax equivalents</b>	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Other comprehensive income</b>															
<b>Items that will not be reclassified to net result</b>															
Increase (decrease) in asset revaluation surplus	124,085	(9,898)	63,262	(59,626)	13,060	-	-	-	-	-	-	-	-	-	-
Miscellaneous comprehensive income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total other comprehensive income for the year</b>	124,085	(9,898)	63,262	(59,626)	13,060	-	-	-	-	-	-	-	-	-	-
<b>Total comprehensive income for the year</b>	144,163	27,639	83,428	(38,934)	31,602	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Operating result</b>															
Operating revenue	145,122	152,938	147,460	157,469	153,334	151,135	156,461	161,389	165,297	169,414	173,643	178,016	182,536	187,223	192,069
Operating expenses	145,005	136,209	133,095	140,625	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052
Operating result	117	16,729	14,365	16,844	5,654	(4,214)	(1,215)	367	599	1,110	1,579	2,330	3,041	3,854	4,018



## Statement of Financial Position Estimated Position

All Outputs are in thousand (\$'000)

	Jun-20A	Jun-21B	Jun-22F	Jun-23F
<b>Assets</b>				
<b>Current assets</b>				
Internally restricted component	-	-	-	-
Externally restricted component	-	-	-	-
Unrestricted component	173,000	167,662	165,407	173,375
Cash and cash equivalents	173,000	167,662	165,407	173,375
General trade and other receivables	23,345	12,289	12,614	12,910
Internal loans outstanding	-	-	-	-
Trade and other receivables	23,345	12,289	12,614	12,910
Inventories held for sale	-	-	-	-
Inventories held for distribution	4,700	4,700	4,700	4,700
Land held for development or sale	-	-	-	-
Inventories	4,700	4,700	4,700	4,700
Tax equivalent assets	-	-	-	-
Prepayments	100	100	100	100
Other current assets	-	-	-	-
Other current assets	100	100	100	100
Non-current assets held for sale	-	-	-	-
Total current assets	201,145	184,752	182,821	191,085
<b>Non-current assets</b>				
Land held for development for sale	-	-	-	-
Inventories	-	-	-	-
General trade and other receivables	-	-	-	-
Internal loans outstanding	-	-	-	-
Trade and other receivables	-	-	-	-
Joint ventures & associates	-	-	-	-
Controlled entities	-	-	-	-
Other investments	-	-	-	-
Investment property	-	-	-	-
Investments	-	-	-	-
Land	36,793	36,793	36,793	36,793
Land improvements	30,087	30,359	44,811	56,945
Buildings	124,360	127,619	131,682	133,487
Plant & equipment	41,273	36,425	37,195	37,499
Furniture & fittings	227	173	120	66
Roads, drainage & bridge network	975,721	989,866	1,020,521	1,045,146
Water	146,397	147,401	150,326	156,542
Sewerage	109,003	110,791	113,858	117,628
Miscellaneous	16,161	16,381	16,494	16,610
Work in progress	23,868	64,802	57,232	47,829
Property, plant & equipment	1,503,889	1,560,610	1,609,032	1,648,546
Intangible assets	1,260	1,210	1,220	1,151
Other non-current assets	-	-	-	-
Other non-current assets	1,260	1,210	1,220	1,151
Total non-current assets	1,505,149	1,561,820	1,610,252	1,649,696
<b>Total assets</b>	<b>1,706,294</b>	<b>1,746,572</b>	<b>1,793,074</b>	<b>1,840,781</b>



## Statement of Financial Position Estimated Position

All Outputs are in thousand (\$'000)

	Jun-20A	Jun-21B	Jun-22F	Jun-23F
<b>Liabilities</b>				
<b>Current liabilities</b>				
Overdraft	-	-	-	-
Employee payables	4,100	2,015	2,032	2,064
Other payables	12,400	4,807	4,790	4,909
Trade and other payables	16,500	6,822	6,821	6,974
Loans	-	14	15	15
Finance leases	-	-	-	-
Borrowings	-	14	15	15
Employee	6,100	6,100	6,100	6,100
Restoration & rehabilitation	466	390	257	1,012
Restructuring	-	-	-	-
Other	-	-	-	-
Provisions	6,566	6,490	6,357	7,112
Tax equivalent liabilities	-	-	-	-
Other	-	-	-	-
Other current liabilities	-	-	-	-
Total current liabilities	23,066	13,326	13,193	14,101
<b>Non-current liabilities</b>				
Trade and other payables	-	-	-	-
Loans	-	90	75	60
Finance leases	-	-	-	-
Borrowings	-	90	75	60
Employee	2,100	2,100	2,100	2,100
Restoration & rehabilitation	6,247	5,857	5,600	4,588
Restructuring	-	-	-	-
Other	-	-	-	-
Provisions	8,347	7,957	7,700	6,688
Other non-current liabilities	-	-	-	-
Total non-current liabilities	8,347	8,047	7,775	6,748
<b>Total liabilities</b>	31,413	21,372	20,968	20,849
<b>Net community assets</b>	1,674,881	1,725,199	1,772,106	1,819,932
<b>Community equity</b>				
Asset revaluation surplus	689,710	725,339	762,558	801,213
Retained surplus	985,171	999,860	1,009,548	1,018,719
<b>Total community equity</b>	1,674,881	1,725,199	1,772,106	1,819,932

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Cash Flows**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Cash flows from operating activities</b>															
Receipts from customers	111,907	111,039	119,504	127,047	124,506	135,367	129,881	133,697	137,616	141,554	145,702	149,938	154,331	158,746	163,396
Payments to suppliers and employees	- 93,963 -	85,121 -	90,031 -	98,523 -	98,917 -	120,689 -	111,243 -	113,402 -	115,780 -	118,150 -	120,632 -	123,148 -	125,739 -	128,324 -	131,029
Payments for land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividend received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest received	3,577	2,663	3,412	3,847	2,597	1,615	2,991	4,318	4,510	4,792	5,062	5,351	5,656	5,994	6,354
Rental income	-	-	-	-	-	1,706	1,631	1,678	1,727	1,776	1,828	1,881	1,936	1,992	2,050
Non-capital grants and contributions	32,522	34,023	23,402	23,780	25,318	23,038	21,222	20,975	20,738	20,491	20,263	20,035	19,817	19,591	19,383
Borrowing costs	- 8,485 -	1,221 -	2,494 -	879 -	-	4 -	4 -	3 -	3 -	2 -	1 -	1 -	0 -	0 -	0
Tax equivalents paid to General	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividend paid to General	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Payment of provision	-	-	-	-	-	466 -	390 -	257 -	1,012 -	1,032 -	216 -	321 -	223 -	111 -	111
Other cash flows from operating activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from operating activities</b>	<b>45,558</b>	<b>61,383</b>	<b>53,793</b>	<b>55,272</b>	<b>53,504</b>	<b>40,566</b>	<b>44,088</b>	<b>47,007</b>	<b>47,797</b>	<b>49,430</b>	<b>52,006</b>	<b>53,736</b>	<b>55,777</b>	<b>57,888</b>	<b>60,043</b>
<b>Cash flows from investing activities</b>															
Payments for property, plant and equipment	- 69,017 -	69,326 -	48,222 -	50,832 -	39,592 -	64,831 -	57,232 -	47,829 -	39,497 -	38,649 -	39,910 -	41,091 -	41,630 -	42,838 -	42,930
Payments for intangible assets	125 -	120	-	-	-	80	-	-	108	-	-	-	-	-	-
Net movement in loans and advances	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, plant and equipment	1,276	3,637	1,960	908	700	-	-	-	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	33,968	33,968	24,612	14,733	16,137	18,903	10,903	8,805	3,732	-	-	-	-	-	-
Other cash flows from investing activities	15,000 -	19,000	19,000 -	46	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from investing activities</b>	<b>- 18,648 -</b>	<b>50,841 -</b>	<b>2,650 -</b>	<b>35,237 -</b>	<b>22,755 -</b>	<b>46,008 -</b>	<b>46,329 -</b>	<b>39,025 -</b>	<b>35,873 -</b>	<b>38,649 -</b>	<b>39,910 -</b>	<b>41,091 -</b>	<b>41,630 -</b>	<b>42,838 -</b>	<b>42,930</b>
<b>Cash flows from financing activities</b>															
Proceeds from borrowings	-	-	-	-	-	108	-	-	-	-	-	-	-	-	-
Repayment of borrowings	- 37,263 -	1,192 -	13,074 -	4,995 -	-	5 -	14 -	15 -	15 -	16 -	16 -	17 -	9 -	0 -	0
Repayments made on finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from financing activities</b>	<b>- 37,263 -</b>	<b>1,192 -</b>	<b>13,074 -</b>	<b>4,995 -</b>	<b>-</b>	<b>104 -</b>	<b>14 -</b>	<b>15 -</b>	<b>15 -</b>	<b>16 -</b>	<b>16 -</b>	<b>17 -</b>	<b>9 -</b>	<b>0 -</b>	<b>0</b>
<b>Total cash flows</b>															
<b>Net increase in cash and cash equivalent held</b>	<b>- 10,353</b>	<b>9,350</b>	<b>38,069</b>	<b>15,040</b>	<b>30,749</b>	<b>- 5,338 -</b>	<b>2,255</b>	<b>7,968</b>	<b>11,909</b>	<b>10,764</b>	<b>12,079</b>	<b>12,628</b>	<b>14,139</b>	<b>15,050</b>	<b>17,112</b>
<b>Opening cash and cash equivalents</b>	<b>90,145</b>	<b>79,792</b>	<b>89,142</b>	<b>127,211</b>	<b>142,251</b>	<b>173,000</b>	<b>167,662</b>	<b>165,407</b>	<b>173,375</b>	<b>185,284</b>	<b>196,048</b>	<b>208,127</b>	<b>220,755</b>	<b>234,894</b>	<b>249,944</b>
<b>Closing cash and cash equivalents</b>	<b>79,792</b>	<b>89,142</b>	<b>127,211</b>	<b>142,251</b>	<b>173,000</b>	<b>167,662</b>	<b>165,407</b>	<b>173,375</b>	<b>185,284</b>	<b>196,048</b>	<b>208,127</b>	<b>220,755</b>	<b>234,894</b>	<b>249,944</b>	<b>267,056</b>

## Statement of Changes in Equity Estimated Position

All Outputs are in thousand (\$'000)

	Jun-20A	Jun-21B	Jun-22F	Jun-23F
<b>Asset revaluation surplus</b>				
Opening balance		689,710	725,339	762,558
Net result		na	na	na
Increase in asset revaluation surplus		35,629	37,219	38,655
Internal payments made		na	na	na
Closing balance	689,710	725,339	762,558	801,213
<b>Retained surplus</b>				
Opening balance		985,171	999,860	1,009,548
Net result		14,689	9,688	9,171
Increase in asset revaluation surplus		na	na	na
Internal payments made		-	-	-
Closing balance	985,171	999,860	1,009,548	1,018,719
<b>Total</b>				
Opening balance		1,674,881	1,725,199	1,772,106
Net result		14,689	9,688	9,171
Increase in asset revaluation surplus		35,629	37,219	38,655
Internal payments made		-	-	-
Closing balance	1,674,881	1,725,199	1,772,106	1,819,932



**Western Downs Regional Council  
Capital Works Program  
Summary  
Adopt Budget Meeting 22 July 2020**

	<b>Jun-21B</b>	<b>Jun-22F</b>	<b>Jun-23F</b>
<b>Total Capital Expenditure</b>	<b>64,802,293</b>	<b>58,072,031</b>	<b>45,524,385</b>
<b>Total Capital Income</b>	<b>(18,903,093)</b>	<b>(11,754,958)</b>	<b>(8,380,309)</b>



**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Income</b>															
<b>Revenue</b>															
<b>Operating revenue</b>															
General rates	58,975	64,200	66,982	69,915	67,966	70,567	72,614	74,719	76,886	79,116	81,410	83,771	86,200	88,700	91,273
Separate rates	68	87	87	74	74	110	113	116	119	122	125	128	131	135	138
Levies	(169)	(149)	73	58	75	215	220	226	231	237	243	249	255	262	268
Water	4,122	4,748	5,385	5,472	5,762	5,923	6,095	6,272	6,454	6,641	6,833	7,032	7,236	7,445	7,661
Water consumption, rental and sundries	6,076	6,387	6,724	7,043	7,723	6,723	6,918	7,119	7,325	7,538	7,756	7,981	8,213	8,451	8,696
Sewerage	6,991	7,663	8,341	8,360	8,822	9,008	9,270	9,539	9,815	10,100	10,393	10,694	11,004	11,323	11,652
Sewerage trade waste	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Waste management	4,088	4,564	4,914	5,004	5,386	5,531	5,691	5,856	6,026	6,201	6,381	6,566	6,756	6,952	7,154
Garbage charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other rates, levies and charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: discounts	(7,213)	(4,028)	(4,072)	(4,324)	(4,502)	(4,907)	(5,049)	(5,196)	(5,347)	(5,502)	(5,661)	(5,825)	(5,994)	(6,168)	(6,347)
Less: pensioner remissions	(410)	(426)	(399)	(439)	(450)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)	(410)
Net rates, levies and charges	72,528	83,046	88,035	91,163	90,855	92,761	95,462	98,241	101,100	104,043	107,070	110,186	113,391	116,690	120,084
Building and development fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infringements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licences and registrations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other fees and charges	10,228	8,801	8,170	7,980	7,380	5,559	6,196	6,376	6,561	6,751	6,947	7,149	7,356	7,569	7,789
Fees and charges	10,228	8,801	8,170	7,980	7,380	5,559	6,196	6,376	6,561	6,751	6,947	7,149	7,356	7,569	7,789
Other rental income	1,755	1,908	1,650	1,715	1,695	1,588	1,634	1,682	1,731	1,781	1,832	1,886	1,940	1,997	2,054
Rental income	1,755	1,908	1,650	1,715	1,695	1,588	1,634	1,682	1,731	1,781	1,832	1,886	1,940	1,997	2,054
Interest from overdue rates, levies and charges	336	-	415	427	203	100	103	106	109	112	115	119	122	126	129
Interest received from investments	3,066	2,663	2,825	3,276	2,318	1,509	2,882	4,206	4,395	4,674	4,941	5,226	5,528	5,863	6,219
Other interest received	176	-	172	144	77	6	6	6	6	6	6	6	6	6	6
Interest received	3,577	2,663	3,412	3,847	2,598	1,615	2,991	4,318	4,510	4,792	5,062	5,351	5,656	5,994	6,354
Contract and recoverable works	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of inventory held for sale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/(loss) on sale of non-current assets held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other sales revenue	23,119	21,498	21,655	27,752	23,559	26,559	27,329	28,121	28,937	29,776	30,640	31,528	32,443	33,383	34,352
Sales revenue	23,119	21,498	21,655	27,752	23,559	26,559	27,329	28,121	28,937	29,776	30,640	31,528	32,443	33,383	34,352
Profit (loss) from joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit (loss) from controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit (loss) from other investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit from investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
External dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Internal charges received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other income	1,394	999	1,136	1,232	951	1,601	1,648	1,695	1,744	1,795	1,847	1,901	1,956	2,012	2,071
Other income	1,394	999	1,136	1,232	951	1,601	1,648	1,695	1,744	1,795	1,847	1,901	1,956	2,012	2,071
General purpose grants	17,772	26,380	17,028	16,352	16,600	16,293	15,893	15,493	15,093	14,693	14,293	13,893	13,493	13,093	12,693
State subsidies and grants—operating	6,386	5,854	6,193	7,129	9,586	5,104	5,252	5,404	5,561	5,722	5,888	6,058	6,234	6,415	6,601
Commonwealth subsidies and grants—operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other non-government subsidies and grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Donations—operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions—operating	8,364	1,789	181	299	110	55	56	58	60	61	63	65	67	69	71
Grants, subsidies, contributions and donations	32,522	34,023	23,402	23,780	26,296	21,452	21,201	20,955	20,714	20,476	20,244	20,017	19,794	19,577	19,365
Total operating revenue	145,122	152,938	147,460	157,469	153,334	151,135	156,461	161,389	165,297	169,414	173,643	178,016	182,536	187,223	192,069
<b>Capital revenue</b>															
Government subsidies and grants—capital	16,253	15,067	16,390	9,442	8,022	18,903	10,903	8,805	3,732	-	-	-	-	-	-
Donations—capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions—capital	12,481	13,404	6,906	5,291	3,729	-	-	-	-	-	-	-	-	-	-
Other capital contributions	5,234	5,497	1,316	-	1,086	-	-	-	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	33,968	33,968	24,612	14,733	12,837	18,903	10,903	8,805	3,732	-	-	-	-	-	-
<b>Total revenue</b>	179,090	186,906	172,072	172,202	166,171	170,038	167,364	170,193	169,029	169,414	173,643	178,016	182,536	187,223	192,069
<b>Capital income</b>															
Profit/(loss) on disposal of property, plant & equipment	(158)	438	199	194	50	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of other investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit/(loss) on sale of investment property	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of property, plant & equipment reversing previous revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation of investment property	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of joint ventures & associates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation up of controlled entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other capital income	110	452	112	(59)	1	-	-	-	-	-	-	-	-	-	-
Total capital income	(48)	890	311	135	51	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	179,042	187,796	172,383	172,337	166,222	170,038	167,364	170,193	169,029	169,414	173,643	178,016	182,536	187,223	192,069

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Expenses</b>															
<b>Operating expenses</b>															
Total staff wages and salaries	40,964	41,619	37,883	39,738	38,940	35,538	35,700	36,271	36,851	37,441	38,040	38,649	39,267	39,895	40,534
Councillors' remuneration	816	685	668	683	698	712	726	741	755	770	786	802	818	834	851
Employee provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other employee related expenses	15,122	14,153	13,772	13,585	14,324	16,277	16,542	16,811	17,085	17,363	17,645	17,932	18,224	18,520	18,822
Less: capitalised employee expenses	(7,134)	(7,091)	(6,460)	(5,084)	(4,274)	-	-	-	-	-	-	-	-	-	-
Employee benefits	49,768	49,367	45,863	48,922	49,689	52,527	52,968	53,823	54,691	55,574	56,471	57,382	58,308	59,249	60,206
M&S—administration supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—audit services	207	192	190	178	208	204	209	214	219	225	231	236	242	248	254
M&S—communication & IT	121	116	488	453	445	580	595	610	625	640	656	673	690	707	725
M&S—consultants	2,096	1,652	1,013	946	716	670	687	704	722	740	758	777	797	816	837
M&S—contractors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—electricity	2,978	3,705	3,196	3,635	4,966	4,812	4,933	5,056	5,182	5,312	5,445	5,581	5,720	5,863	6,010
M&S—council maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
M&S—travel	3,416	2,854	3,089	3,511	2,964	3,239	3,320	3,403	3,488	3,575	3,665	3,756	3,850	3,947	4,045
M&S—other	34,517	32,600	34,750	40,749	45,108	48,694	48,240	49,446	50,682	51,949	53,248	54,579	55,944	57,343	58,776
Materials and services	43,335	41,119	42,726	49,472	54,407	58,200	57,984	59,433	60,919	62,442	64,003	65,603	67,243	68,924	70,647
Finance costs charged by QTC	8,461	1,008	2,217	753	-	4	4	3	3	2	1	1	0	0	0
Interest paid on overdraft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank charges	204	213	277	126	130	124	127	130	134	137	140	144	147	151	155
Interest on finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other finance costs	145	116	104	130	-	-	-	-	-	-	-	-	-	-	-
Finance costs	8,810	1,337	2,598	1,009	130	128	131	134	136	139	142	145	148	151	155
Land improvements	1,400	1,251	1,306	1,345	1,490	1,529	2,163	2,010	2,162	2,264	2,338	2,422	2,547	2,633	2,758
Buildings	2,313	2,710	2,765	2,850	4,480	4,597	4,944	5,150	5,322	5,498	5,682	5,840	6,034	6,247	6,471
Plant & equipment	5,635	5,441	4,911	4,894	4,726	4,848	5,144	5,283	5,440	5,588	5,730	5,862	5,881	5,980	6,063
Furniture & fittings	47	49	54	69	52	54	54	54	54	13	-	-	-	-	-
Roads, drainage & bridge network	26,224	26,130	24,941	24,542	25,919	26,577	27,197	27,713	28,279	28,850	29,430	30,052	30,710	31,405	32,129
Water	3,903	3,961	3,891	3,634	3,791	3,890	4,023	4,204	4,440	4,570	4,828	4,868	5,030	5,082	5,841
Sewerage	2,667	2,719	2,718	2,722	1,978	2,029	2,121	2,248	2,258	2,322	2,389	2,436	2,507	2,580	2,657
Miscellaneous	291	310	259	264	273	295	303	310	318	327	336	345	337	347	357
Amortisation of intangible assets	148	155	103	67	49	50	70	70	70	91	71	71	71	71	50
Depreciation and amortisation	42,627	42,726	40,948	40,387	42,757	43,869	46,018	47,040	48,343	49,524	50,805	51,895	53,116	54,346	56,326
Bad and doubtful debts	(180)	852	207	555	522	465	412	424	437	449	462	476	489	503	518
Rentals & operating leases	645	808	753	280	176	160	164	168	172	177	181	186	190	195	200
Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restructuring provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other provision expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenses	465	1,660	960	835	698	625	576	592	609	626	643	661	680	698	718
Total operating expenses	145,005	136,209	133,095	140,625	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Comprehensive Income**

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Capital expenses</b>															
Loss on impairment	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-
Restoration & rehabilitation provision expense	(290)	19	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement	-	-	-	1,781	-	-	-	-	-	-	-	-	-	-	-
Other capital expenses	14,250	14,031	19,122	9,157	-	-	-	-	-	-	-	-	-	-	-
Total capital expenses	13,960	14,050	19,122	11,020	-	-	-	-	-	-	-	-	-	-	-
<b>Total expenses</b>	158,965	150,259	152,217	151,645	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052
<b>Net result</b>	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Tax equivalents</b>															
Net result before tax equivalents	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
Tax equivalents payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net result after tax equivalents</b>	20,077	37,537	20,166	20,692	18,542	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Other comprehensive income</b>															
<b>Items that will not be reclassified to net result</b>															
Increase (decrease) in asset revaluation surplus	124,085	(9,898)	63,262	(59,626)	13,060	-	-	-	-	-	-	-	-	-	-
Miscellaneous comprehensive income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total other comprehensive income for the year</b>	124,085	(9,898)	63,262	(59,626)	13,060	-	-	-	-	-	-	-	-	-	-
<b>Total comprehensive income for the year</b>	144,163	27,639	83,428	(38,934)	31,602	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
<b>Operating result</b>															
Operating revenue	145,122	152,938	147,460	157,469	153,334	151,135	156,461	161,389	165,297	169,414	173,643	178,016	182,536	187,223	192,069
Operating expenses	145,005	136,209	133,095	140,625	147,681	155,349	157,676	161,022	164,698	168,305	172,064	175,686	179,495	183,369	188,052
Operating result	117	16,729	14,365	16,844	5,654	(4,214)	(1,215)	367	599	1,110	1,579	2,330	3,041	3,854	4,018

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Financial Position**

Line item	Annual result														
	Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Assets</b>															
<b>Current assets</b>															
Internally restricted component	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Externally restricted component	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unrestricted component	79,792	89,142	127,211	142,251	173,000	167,662	165,407	173,375	185,284	196,048	208,127	220,755	234,894	249,944	267,056
Cash and cash equivalents	79,792	89,142	127,211	142,251	173,000	167,662	165,407	173,375	185,284	196,048	208,127	220,755	234,894	249,944	267,056
General trade and other receivables	13,389	35,556	14,292	17,996	23,345	12,289	12,614	12,910	13,179	13,531	13,856	14,192	14,498	14,896	15,264
Internal loans outstanding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trade and other receivables	13,389	35,556	14,292	17,996	23,345	12,289	12,614	12,910	13,179	13,531	13,856	14,192	14,498	14,896	15,264
Inventories held for sale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventories held for distribution	6,065	4,537	4,296	4,736	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700
Land held for development or sale	2,568	1,999	1,937	-	-	-	-	-	-	-	-	-	-	-	-
Inventories	8,633	6,536	6,233	4,736	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700	4,700
Tax equivalent assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prepayments	684	915	834	-	100	100	100	100	100	100	100	100	100	100	100
Other current assets	62	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other current assets	746	915	834	-	100	100	100	100	100	100	100	100	100	100	100
Non-current assets held for sale	-	-	-	-	-	-	-	-	-	-	-	7	7	7	7
Total current assets	102,560	132,148	148,570	164,983	201,145	184,752	182,821	191,085	203,263	214,379	226,783	239,754	254,200	269,647	287,127
<b>Non-current assets</b>															
Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trade and other receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land	57,658	46,312	44,816	36,793	36,793	36,793	36,793	36,793	36,793	36,793	36,793	36,793	36,793	36,793	36,793
Land improvements	30,991	35,266	34,707	26,488	30,087	30,359	44,811	56,945	64,120	64,311	63,946	63,566	63,772	63,125	62,612
Buildings	157,311	157,754	158,302	122,965	124,360	127,619	131,682	133,487	132,565	131,377	130,215	128,663	127,020	125,526	123,663
Plant & equipment	42,315	38,911	37,766	38,143	41,273	36,425	37,195	37,499	37,370	37,043	36,521	35,874	35,497	34,867	34,287
Furniture & fittings	324	309	256	214	227	173	120	66	13	-	-	-	-	-	-
Roads, drainage & bridge network	887,463	884,810	938,013	973,367	975,721	989,866	1,020,521	1,045,146	1,071,590	1,097,873	1,123,590	1,150,705	1,178,826	1,208,090	1,237,732
Water	156,662	155,089	164,295	148,494	146,397	147,401	150,326	156,542	160,474	163,430	166,450	169,709	172,142	174,715	177,333
Sewerage	114,550	113,305	114,691	106,413	109,003	110,791	113,858	117,628	120,497	123,438	126,453	129,566	132,756	136,023	139,369
Miscellaneous	17,074	19,673	19,634	16,010	16,161	16,381	16,494	16,610	16,728	16,848	16,970	17,093	17,236	17,382	17,529
Work in progress	41,363	53,736	42,440	27,029	23,868	64,802	57,232	47,829	39,605	38,649	39,910	41,091	41,630	42,838	42,930
Property, plant & equipment	1,505,711	1,505,165	1,554,921	1,495,916	1,503,889	1,560,610	1,609,032	1,648,546	1,679,754	1,709,763	1,740,847	1,773,061	1,805,673	1,839,359	1,872,249
Intangible assets	1,357	1,478	1,375	1,308	1,260	1,210	1,220	1,151	1,081	1,097	1,026	954	883	812	762
Other non-current assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other non-current assets	1,357	1,478	1,375	1,308	1,260	1,210	1,220	1,151	1,081	1,097	1,026	954	883	812	762
Total non-current assets	1,507,068	1,506,643	1,556,296	1,497,224	1,505,149	1,561,820	1,610,252	1,649,696	1,680,835	1,710,861	1,741,873	1,774,015	1,806,556	1,840,171	1,873,011
<b>Total assets</b>	1,609,627	1,638,791	1,704,866	1,662,207	1,706,294	1,746,572	1,793,074	1,840,781	1,884,097	1,925,239	1,968,656	2,013,769	2,060,756	2,109,818	2,160,138
<b>Liabilities</b>															

**QTC Local Government Forecasting Model—Example Regional Council**  
**Statement of Financial Position**

Line item	Annual result														
	Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Current liabilities</b>															
Overdraft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee payables	-	4,096	4,107	4,295	4,100	2,015	2,032	2,064	2,092	2,132	2,166	2,201	2,230	2,273	2,309
Other payables	13,001	13,830	10,456	12,459	12,400	4,807	4,790	4,909	5,018	5,158	5,287	5,419	5,539	5,693	5,836
Trade and other payables	13,001	17,926	14,563	16,754	16,500	6,822	6,821	6,974	7,110	7,290	7,453	7,620	7,770	7,966	8,145
Loans	1,232	1,292	354	-	-	14	15	15	16	16	17	9	0	0	0
Finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	1,232	1,292	354	-	-	14	15	15	16	16	17	9	0	0	0
Employee	5,371	5,061	5,888	6,084	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100
Restoration & rehabilitation	452	246	3,731	390	466	390	257	1,012	1,032	216	321	223	111	111	108
Restructuring	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Provisions	5,822	5,307	9,619	6,474	6,566	6,490	6,357	7,112	7,132	6,316	6,421	6,323	6,211	6,211	6,208
Tax equivalent liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	3,077	1,815	1,000	-	-	-	-	-	-	-	-	-	-	-	-
Other current liabilities	3,077	1,815	1,000	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total current liabilities</b>	<b>23,132</b>	<b>26,340</b>	<b>25,536</b>	<b>23,228</b>	<b>23,066</b>	<b>13,326</b>	<b>13,193</b>	<b>14,101</b>	<b>14,258</b>	<b>13,622</b>	<b>13,891</b>	<b>13,952</b>	<b>13,981</b>	<b>14,177</b>	<b>14,353</b>
<b>Non-current liabilities</b>															
Trade and other payables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans	18,029	16,777	4,641	-	-	90	75	60	44	28	11	2	2	1	1
Finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	18,029	16,777	4,641	-	-	90	75	60	44	28	11	2	2	1	1
Employee	3,301	3,005	2,104	2,047	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Restoration & rehabilitation	6,875	6,741	3,228	6,713	6,247	5,857	5,600	4,588	3,556	3,340	3,019	2,796	2,685	2,574	2,466
Restructuring	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Provisions	10,176	9,746	5,332	8,760	8,347	7,957	7,700	6,688	5,656	5,440	5,119	4,896	4,785	4,674	4,566
Other non-current liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total non-current liabilities</b>	<b>28,205</b>	<b>26,523</b>	<b>9,973</b>	<b>8,760</b>	<b>8,347</b>	<b>8,047</b>	<b>7,775</b>	<b>6,748</b>	<b>5,700</b>	<b>5,468</b>	<b>5,130</b>	<b>4,898</b>	<b>4,787</b>	<b>4,675</b>	<b>4,567</b>
<b>Total liabilities</b>	<b>51,338</b>	<b>52,863</b>	<b>35,509</b>	<b>31,988</b>	<b>31,413</b>	<b>21,372</b>	<b>20,968</b>	<b>20,849</b>	<b>19,958</b>	<b>19,090</b>	<b>19,021</b>	<b>18,850</b>	<b>18,768</b>	<b>18,853</b>	<b>18,920</b>
<b>Net community assets</b>	<b>1,558,290</b>	<b>1,585,928</b>	<b>1,669,357</b>	<b>1,630,219</b>	<b>1,674,881</b>	<b>1,725,199</b>	<b>1,772,106</b>	<b>1,819,932</b>	<b>1,864,139</b>	<b>1,906,149</b>	<b>1,949,636</b>	<b>1,994,920</b>	<b>2,041,988</b>	<b>2,090,965</b>	<b>2,141,218</b>
<b>Community equity</b>															
Asset revaluation surplus	682,911	673,013	736,276	676,650	689,710	725,339	762,558	801,213	841,089	881,990	923,898	966,852	1,010,879	1,056,002	1,102,237
Retained surplus	875,379	912,916	933,081	953,569	985,171	999,860	1,009,548	1,018,719	1,023,050	1,024,159	1,025,738	1,028,068	1,031,109	1,034,963	1,038,980
<b>Total community equity</b>	<b>1,558,290</b>	<b>1,585,928</b>	<b>1,669,357</b>	<b>1,630,219</b>	<b>1,674,881</b>	<b>1,725,199</b>	<b>1,772,106</b>	<b>1,819,932</b>	<b>1,864,139</b>	<b>1,906,149</b>	<b>1,949,636</b>	<b>1,994,920</b>	<b>2,041,988</b>	<b>2,090,965</b>	<b>2,141,218</b>



## QTC Local Government Forecasting Model—Example Regional Council

### Statement of Cash Flows

Line item	Annual result Jun-16A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F
<b>Cash flows from operating activities</b>															
Receipts from customers	111,907	111,039	119,504	127,047	124,506	135,367	129,881	133,697	137,616	141,554	145,702	149,938	154,331	158,746	163,396
Payments to suppliers and employees	- 93,963 -	85,121 -	90,031 -	98,523 -	98,917 -	120,689 -	111,243 -	113,402 -	115,780 -	118,150 -	120,632 -	123,148 -	125,739 -	128,324 -	131,029
Payments for land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of land held as inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividend received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest received	3,577	2,663	3,412	3,847	2,597	1,615	2,991	4,318	4,510	4,792	5,062	5,351	5,656	5,994	6,354
Rental income	-	-	-	-	-	1,706	1,631	1,678	1,727	1,776	1,828	1,881	1,936	1,992	2,050
Non-capital grants and contributions	32,522	34,023	23,402	23,780	25,318	23,038	21,222	20,975	20,738	20,491	20,263	20,035	19,817	19,591	19,383
Borrowing costs	- 8,485 -	1,221 -	2,494 -	879	-	4 -	4 -	3 -	3 -	2 -	1 -	1 -	0 -	0 -	0
Tax equivalents paid to General	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividend paid to General	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Payment of provision	-	-	-	-	-	466 -	390 -	257 -	1,012 -	1,032 -	216 -	321 -	223 -	111 -	111
Other cash flows from operating activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from operating activities</b>	<b>45,558</b>	<b>61,383</b>	<b>53,793</b>	<b>55,272</b>	<b>53,504</b>	<b>40,566</b>	<b>44,088</b>	<b>47,007</b>	<b>47,797</b>	<b>49,430</b>	<b>52,006</b>	<b>53,736</b>	<b>55,777</b>	<b>57,888</b>	<b>60,043</b>
<b>Cash flows from investing activities</b>															
Payments for property, plant and equipment	- 69,017 -	69,326 -	48,222 -	50,832 -	39,592 -	64,831 -	57,232 -	47,829 -	39,497 -	38,649 -	39,910 -	41,091 -	41,630 -	42,838 -	42,930
Payments for intangible assets	125 -	120	-	-	-	80	-	-	108	-	-	-	-	-	-
Net movement in loans and advances	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, plant and equipment	1,276	3,637	1,960	908	700	-	-	-	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	33,968	33,968	24,612	14,733	16,137	18,903	10,903	8,805	3,732	-	-	-	-	-	-
Other cash flows from investing activities	15,000 -	19,000	19,000 -	46	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from investing activities</b>	<b>- 18,648 -</b>	<b>50,841 -</b>	<b>2,650 -</b>	<b>35,237 -</b>	<b>22,755 -</b>	<b>46,008 -</b>	<b>46,329 -</b>	<b>39,025 -</b>	<b>35,873 -</b>	<b>38,649 -</b>	<b>39,910 -</b>	<b>41,091 -</b>	<b>41,630 -</b>	<b>42,838 -</b>	<b>42,930</b>
<b>Cash flows from financing activities</b>															
Proceeds from borrowings	-	-	-	-	-	108	-	-	-	-	-	-	-	-	-
Repayment of borrowings	- 37,263 -	1,192 -	13,074 -	4,995	-	5 -	14 -	15 -	15 -	16 -	16 -	17 -	9 -	0 -	0
Repayments made on finance leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from financing activities</b>	<b>- 37,263 -</b>	<b>1,192 -</b>	<b>13,074 -</b>	<b>4,995</b>	<b>-</b>	<b>104 -</b>	<b>14 -</b>	<b>15 -</b>	<b>15 -</b>	<b>16 -</b>	<b>16 -</b>	<b>17 -</b>	<b>9 -</b>	<b>0 -</b>	<b>0</b>
<b>Total cash flows</b>															
<b>Net increase in cash and cash equivalent held</b>	<b>- 10,353</b>	<b>9,350</b>	<b>38,069</b>	<b>15,040</b>	<b>30,749</b>	<b>- 5,338 -</b>	<b>2,255</b>	<b>7,968</b>	<b>11,909</b>	<b>10,764</b>	<b>12,079</b>	<b>12,628</b>	<b>14,139</b>	<b>15,050</b>	<b>17,112</b>
<b>Opening cash and cash equivalents</b>	<b>90,145</b>	<b>79,792</b>	<b>89,142</b>	<b>127,211</b>	<b>142,251</b>	<b>173,000</b>	<b>167,662</b>	<b>165,407</b>	<b>173,375</b>	<b>185,284</b>	<b>196,048</b>	<b>208,127</b>	<b>220,755</b>	<b>234,894</b>	<b>249,944</b>
<b>Closing cash and cash equivalents</b>	<b>79,792</b>	<b>89,142</b>	<b>127,211</b>	<b>142,251</b>	<b>173,000</b>	<b>167,662</b>	<b>165,407</b>	<b>173,375</b>	<b>185,284</b>	<b>196,048</b>	<b>208,127</b>	<b>220,755</b>	<b>234,894</b>	<b>249,944</b>	<b>267,056</b>

## QTC Local Government Forecasting Model—Example Regional Council

### Statement of Changes in Equity

Line item

Jun-20A    Jun-21B    Jun-22F    Jun-23F    Jun-24F    Jun-25F    Jun-26F    Jun-27F    Jun-28F    Jun-29F    Jun-30F

### Statement of Changes in Equity

#### Asset revaluation surplus

Opening balance	689,710	725,339	762,558	801,213	841,089	881,990	923,898	966,852	1,010,879	1,056,002
Net result	na	na	na	na	na	na	na	na	na	na
Increase in asset revaluation surplus	35,629	37,219	38,655	39,876	40,901	41,908	42,954	44,027	45,123	46,235
Internal payments made	na	na	na	na	na	na	na	na	na	na
Closing balance	689,710	725,339	762,558	801,213	841,089	881,990	923,898	966,852	1,010,879	1,102,237

#### Retained surplus

Opening balance	985,171	999,860	1,009,548	1,018,719	1,023,050	1,024,159	1,025,738	1,028,068	1,031,109	1,034,963
Net result	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
Increase in asset revaluation surplus	na	na	na	na	na	na	na	na	na	na
Internal payments made	-	-	-	-	-	-	-	-	-	-
Closing balance	985,171	999,860	1,009,548	1,018,719	1,023,050	1,024,159	1,025,738	1,028,068	1,031,109	1,038,980

#### Total

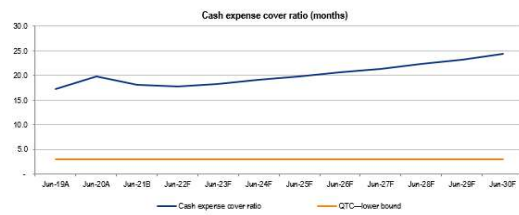
Opening balance	1,674,881	1,725,199	1,772,106	1,819,932	1,864,139	1,906,149	1,949,636	1,994,920	2,041,988	2,090,965
Net result	14,689	9,688	9,171	4,331	1,110	1,579	2,330	3,041	3,854	4,018
Increase in asset revaluation surplus	35,629	37,219	38,655	39,876	40,901	41,908	42,954	44,027	45,123	46,235
Internal payments made	-	-	-	-	-	-	-	-	-	-
Closing balance	1,674,881	1,725,199	1,772,106	1,819,932	1,864,139	1,906,149	1,949,636	1,994,920	2,041,988	2,141,218

Key Financial Sustainability Metrics

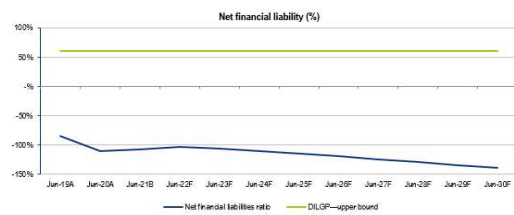
Operating Performance



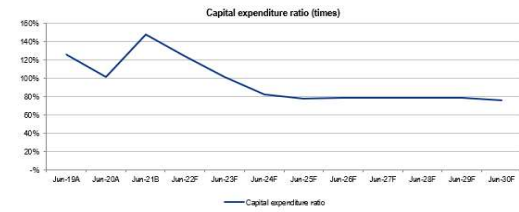
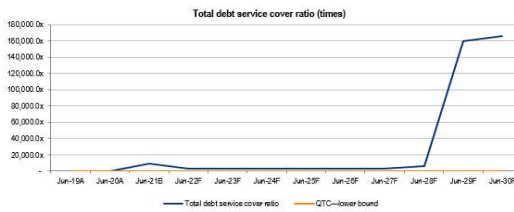
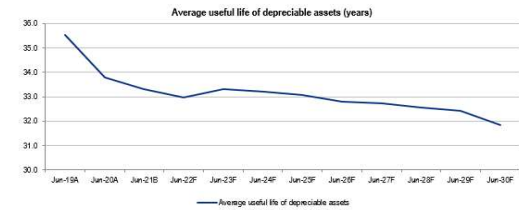
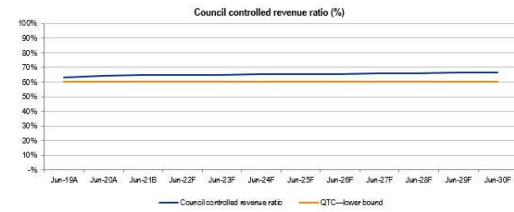
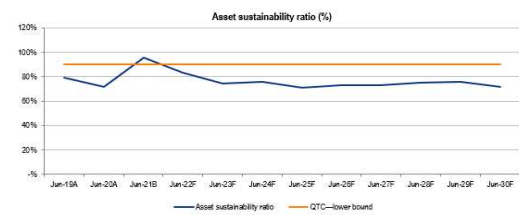
Liquidity



Fiscal Flexibility



Asset Sustainability



Key financial sustainability metrics	Target	Actual					Budget	Forecast											
		Jun-15A	Jun-17A	Jun-18A	Jun-19A	Jun-20A	Jun-21B	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F			
Operating surplus ratio	0% to 10%	0.1%	10.9%	9.7%	10.7%	3.7%	-2.8%	-0.8%	0.2%	0.4%	0.7%	0.9%	1.3%	1.7%	2.1%	2.1%			
Cash expense cover ratio	> 3 months	10.2	11.6	17.0	17.2	19.8	18.0	17.8	18.3	19.1	19.8	20.6	21.4	22.3	23.2	24.3			
Asset sustainability ratio	> 90%	84.0%	98.5%	70.6%	79.0%	71.6%	95.4%	83.3%	74.1%	75.8%	71.3%	72.7%	73.1%	74.7%	76.0%	71.3%			
Average useful life of depreciable assets		33.1	33.0	35.9	35.5	33.8	33.3	33.0	33.3	33.2	33.1	32.8	32.7	32.6	32.4	31.9			
Net financial liabilities ratio	<= 60%	-35.3%	-51.8%	-78.7%	-84.5%	-110.7%	-108.1%	-103.4%	-105.5%	-110.9%	-115.3%	-119.6%	-124.1%	-129.0%	-134.0%	-139.6%			
Council controlled revenue ratio	> 60%	57.0%	60.1%	65.2%	63.0%	64.1%	65.1%	65.0%	64.8%	65.1%	65.4%	65.7%	65.9%	66.1%	66.4%	66.6%			
Total debt service cover ratio	> 2 times	6.0x	25.7x	16.0x	47.0x	na	9,244.1x	2,505.7x	2,651.3x	2,737.0x	2,831.7x	2,929.5x	3,032.4x	6,398.0x	159,796.6x	165,681.4x			
Capital expenditure ratio		1.5x	1.5x	1.1x	1.3x	1.0x	1.5x	1.2x	1.0x	0.8x	0.8x	0.8x	0.8x	0.8x	0.8x	0.8x			



# SIGN THE PETITION

IN AUSTRALIA WE DRIVE ON THE  
LEFT OF THE ROAD, WE SHOULDN'T  
HAVE TO DRIVE ON WHAT'S LEFT  
OF THE ROAD.

We, the rate paying citizens of Warra and surrounding areas,  
petition for Warra Canaga Creek Road to be upgraded.

This road, is in desperate need of improvement. The road, which has questionable safety issues, is littered with potholes and washboarding bumps covering long stretches of the gravel section.

The bitumen portion of the road heading out of Warra, is in such a defective state, that after several complaints about the treacherous road, an "80km/h" sign was placed by local council in a bid to warn drivers of the roads risks, and to slow down. We all agree going any faster could be a serious safety concern for anyone, and in particular someone who does not know the road.

A sign fixes nothing, they go missing, get blown over or knocked down while vehicles are passing one another.

This road has the potential to cause a serious motor vehicle accident, with smaller vehicles forced to share the road with heavy machinery also accessing the road. Many of us local farmers are forced to use that road to access properties. Our machinery is expensive and on a hazardous road like this, damage to our vehicles and machinery is all too common.

We demand action be taken immediately for the upgrade of Warra Canaga Creek Road. We wish to see this dangerous road taken into priority to ensure the safety of our local community.

NAME	NUMBER	SIGNATURE
Jenna Meyer	0415 1122 56	J. Meyer
HELEN MORGAN	0417 575 004	H. Morgan
JAMES BAYLIS	0427 194 675	J. Baylis
Mike Norris	0488 488 141	M. Norris
Nicole Polzin	0427 654 118	N. Polzin
Brent Wegener	0427 681 146	B. Wegener
RUTH HERBERT	0414 881 5958	R. Herbert
P. MURRAY	04202 12551	P. Murray
D. MURRAY	04202 12551	D. Murray
H Meyer	0428 712 579	H. Meyer
Julian Lucht	0414 350 718	J. Lucht



NAME	NUMBER	SIGNATURE
Peter Lucht	042881620	P Lucht
Louise Donegan	0428411168	L Donegan
Anthia Creen	0409892404	Anthia Creen
Amanda Taylor	0407632671	A Taylor
MARANN BENOCK	0428654170	M Benock
Mary Barrigan	0428961508	M Barrigan
Patricia Muller	46657150	P Muller
Lynette Reimers	0407656304	L Reimers
BRAO REIMERS	0428681191	B Reimers
TERIK MOON	0438653777	T Moon
Nat Taylor	0428452902	N Taylor
Marilyn Didstrup	0427681118	M Didstrup
JANET COX	0427681240	J Cox
ROSLYN WEEENER	0427742012	R Weener
JAN CORDON	466811285	J Cordon
Quidre Schostakowski	46681285	Q Schostakowski
Anne Wunsch	0746681130	A Wunsch
Steve Wunsch	0427991585	S Wunsch
Maree Taylor	0429634159	M Taylor
JACQUELINE TAYLOR	0488753245	J Taylor
Russell Taylor	0428999671	R Taylor
Paul Schoff	0429692123	P Schoff
Role Green	0427681736	R Green
36. Charles Green	0437681736	Charles Green
Hamish Green	0499657126	H Green



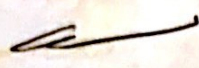
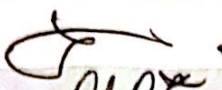





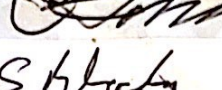


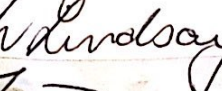

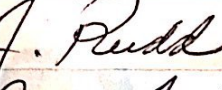

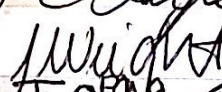
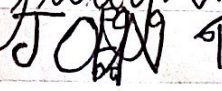
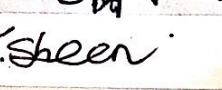
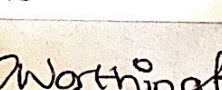

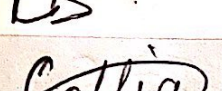
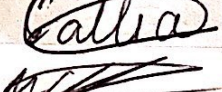

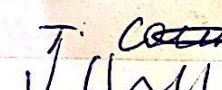
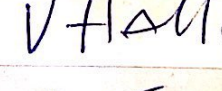
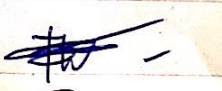
NAME	NUMBER	SIGNATURE
Daniel Wegener	0429692615	<i>[Signature]</i>
Melissa Wegener	0401535081	<i>[Signature]</i>
Jan-Cen	46681240	<i>[Signature]</i>
Neil Wegener	0427112297	<i>[Signature]</i>
Cathy Wegener	46652193	<i>[Signature]</i>
Jake Jones	0428652208	<i>[Signature]</i>
Neila Jones	46652208	<i>[Signature]</i>
Andrew Homewood	46681162	<i>[Signature]</i>
DRIL MUEB4	042758287	<i>[Signature]</i>
John Barron	0427335569	<i>[Signature]</i>
Loren Barron	0488747771	<i>[Signature]</i>
Terry Carrigan	0427961508	<i>[Signature]</i>
DARNEN WORSKI	04128262406	<i>[Signature]</i>
Charley Wegener	04294462409	<i>[Signature]</i>
Jeff PIDSTRUP	0427063270	<i>[Signature]</i>
GRAB BENDON	042978864	<i>[Signature]</i>
MAURIE POLZIN	0427635218	<i>[Signature]</i>
Daniel Ryan	0409444001	<i>[Signature]</i>
Dick Gordon	0429446909	<i>[Signature]</i>
Greg Harf	011626177	<i>[Signature]</i>
SHARON MCKENNA	0429665613	<i>[Signature]</i>
Alannah McKenna	0421202775	<i>[Signature]</i>
Colin Bince		<i>[Signature]</i>
SHARON MCKENNA	0427063332	<i>[Signature]</i>
Brendy J Taylor	46681240	<i>[Signature]</i>

61.



NAME	NUMBER	SIGNATURE
EDITH HENDERSON	0427035167	E. Henderson
RHONDA ALEXANDER	0448202192	Rhonda Alexander
Aosley Wolski	0488681140	Aosley Wolski
Denny Polzin	0427118176	Denny Polzin
Chenae Thorne	0428106266	Chenae Thorne
Bradley Pott	0427127366	Bradley Pott
John Green	0428779817	John Green
ANDREW JOHNSON	0428626199	Andrew Johnson
STEVEN MULLER	0439626002	Steven Muller
COLIN MULLER	0427635190	Colin Muller
Blenda Taylor	0429347434	Blenda Taylor
Malcolm Salisbury	0412802904	Malcolm Salisbury
74. Stuart Schostakowski	0427833393	Stuart Schostakowski
Terry Mierfield	0427376211	Terry Mierfield
Tracy Lockett	0406780338	Tracy Lockett
Edgar Towers	0405606194	Edgar Towers
Robert Henderson	0428718035	Robert Henderson
DALE COOPER	0428681109	Dale Cooper
CHARLEE	0422200892	Charlee
BRIDGETT TREDREA	0422200892	Bridgett Tredrea
Stacy Trill	0400909252	Stacy Trill
Amanda Cooper	0439380361	Amanda Cooper
WARNE CARTER	0438155507	Warne Carter
B. CORTES	46681225	B. Cortes
MARGARET HAYWARD	0428457641	Margaret Hayward



NAME	NUMBER	SIGNATURE
Scott Wilson	0400748791	
GREG STARK	0438081733	
Ellie Richards	0488660097	
Clare Richards	0402540459	
Judy Angel	0427600910	
Jodie Vunio	0412119513	
SOCK Mclellan	0458011669	
S Muls	0422828262	
Samie Blane.	0475192850	
Keeleer Lindsay.	0457196886	
Jacob Wunsch	0418450482	
J. Rudd	0439695552	
J Taylor	0427681220	
SHARIE WRIGHT	0429936985	
John Tredrea	0437659386	
Torni Sheen	0422200892	
Madison Worthington	0402058345	
Kylie Bell	0410300853	
Callia Court	0422011225	
Matt Court	0419653976	
Tina Court	0422011225	
Vicky Worthington	0499844156	
Tyrone worthington	0466112801	
Ln. Briskey	0429896211	
WENDY TAYLOR	0428288206	





**Title** Executive Services Mayoral Report July 2020

**Date** 1 August 2019

**Responsible Manager** R. Musgrove, CHIEF EXECUTIVE OFFICER

## Summary

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of July 2020.

## Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

NIL

## Officer's Recommendation

That this Report be received and noted

## Background Information

Nil

## Report

Meetings, delegations and forums attended by the Mayor during the month of July 2020:

Date	Who/Where	Details
2 July 2020	<ul style="list-style-type: none"> <li>• Toowoomba Surat Basin Enterprise Dinner</li> </ul>	Toowoomba
3 July 2020	<ul style="list-style-type: none"> <li>• Meeting with Toowoomba Mayor</li> <li>• Meeting with the Southern Queensland Country Tourism - CEO Peter Homan</li> <li>• Toowoomba Surat Basin Enterprise Political Leaders Lunch</li> </ul>	Toowoomba Toowoomba Toowoomba
6 July 2020	<ul style="list-style-type: none"> <li>• Meeting with local Government Association Queensland, Acting Chief Executive Office</li> <li>• Councilor Information Sessions</li> </ul>	Dalby Dalby
7 July 2020	<ul style="list-style-type: none"> <li>• Dalby Rotary Club Annual Changeover Dinner</li> </ul>	Dalby

8 July 2020	<ul style="list-style-type: none"> <li>Special Meeting of Council DRAFT 2020-21 Budget</li> </ul>	Dalby
9 July 2020	<ul style="list-style-type: none"> <li>Meeting with Toowoomba Regional Council</li> </ul>	Toowoomba
14 July 2020	<ul style="list-style-type: none"> <li>Development Assessment Panel Meeting</li> <li>Meeting with Traffic &amp; Main Roads</li> <li>2020 Shell QGC's Emerging Exporters program</li> </ul>	Dalby Dalby Dalby
20 July 2020	<ul style="list-style-type: none"> <li>Planning and Pre-Agenda Meeting</li> <li>Councillor Information Sessions</li> </ul>	Dalby Dalby
21 July 2020	<ul style="list-style-type: none"> <li>ONE Basin CRC Bid - All Partners Forum</li> <li>Developer's Forum</li> </ul>	Phone Chinchilla
22 July 2020	<ul style="list-style-type: none"> <li>Ordinary Meeting of Council</li> <li>Special Meeting of Council ADOPT 2020-21 Budget</li> <li>Councillor Information Sessions</li> </ul>	Miles Miles Miles
23 July 2020	<ul style="list-style-type: none"> <li>Toowoomba Surat Basin Evening - State of the Region</li> </ul>	Dalby
24 July 2020	<ul style="list-style-type: none"> <li>Meeting with Heart Australia - Dr Rolf Gomes – Cardiologist</li> <li>Meeting with the Darling Downs &amp; South West Queensland Council of Mayors</li> </ul>	Dalby Zoom Meeting
30 July 2020	<ul style="list-style-type: none"> <li>Meeting with Senator Susan McDonald</li> </ul>	Dalby

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

**Conclusion**

The forgoing represents activities undertaken by the Mayor during the month of July 2020.

**Attachments**

1. Nil

**Authored by:** Leisa Paine, Executive Services Administration Officer

**Title** (030.2020.119.001) Community and Liveability Report Development Application Material Change of Use High Impact Industry and ERA 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation at 18-20 Emmerson Street Chinchilla Veolia Environmental Ser

**Date** 3 August 2020

**Responsible Manager** T. Summerville, PLANNING AND ENVIRONMENT MANAGER

## Summary

The purpose of this Report is for Council to decide the application for a Material Change of Use to establish a High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation on land described as Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512 and situated at 18-20 Emmerson Street, Chinchilla

## Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that:

1. The application for Material Change of Use to establish a High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation on land described as Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512 and situated at 18-20 Emmerson Street, Chinchilla, be approved, subject to the following conditions:

### APPROVED PLANS

1. The development shall be carried out generally in accordance with the Approved Plans listed below, subject to and modified by the conditions of this approval:

**Plan No:** SK401, Rev B  
**Description:** Waste Transfer Facility Concept, prepared by ATC Williams, dated 26/02/20  
**Amendment:** As amended in red by Council on 31/7/2020

**Plan No:** P10452  
**Description:** AV Right- in Right-Out, prepared by Christopher Wight, dated 12/02/2020  
**Amendment:** As amended in red by Council on 31/7/2020

**Plan No:** SK402, Rev A  
**Description:** Existing Structure, Proposed Structure and Existing Hardstand, prepared by ATC Williams, dated Oct 2019

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans, the conditions of this development approval must prevail.
3. The following further Development Permits must be obtained prior to commencement of any work associated with the process:
  - 3.1 Building Works.

#### **APPROVED DEVELOPMENT**

4. The approved development is a Material Change of Use for a High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation on land described as Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512 and situated at 18-20 Emmerson Street, Chinchilla as shown on the Approved Plans.

#### **COMPLIANCE, TIMING AND COSTS**

5. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

#### **INFRASTRUCTURE CHARGES**

6. All infrastructure charges including those associated with Council's Water, Stormwater, Transport and Parks Networks are now levied under the *Planning Act 2016*. As required under Section 119 of the *Planning Act 2016*, a separate **Infrastructure Charges Notice** is attached.

#### **HOURS OF OPERATION AND LOADING AND UNLOADING OF GOODS**

7. Unless otherwise approved in writing by Council, the approved development must only operate between the following hours:  
Operating Hours: 5:00am and 6:00pm

#### **VISUAL AND GENERAL AMENITY**

8. Any graffiti on buildings or structures associated with the development must be immediately removed.
9. The buildings and the site must be maintained in a clean and tidy manner at all times.
10. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

#### **LIGHTING**

11. All lighting is to enhance the security of the site and surrounds without creating unnecessary glare or overspill to the detriment of surrounding activities. Direct lighting or lighting must not exceed 8.0 lux at 1.5 metres beyond the boundary of the site.

#### **ACOUSTIC AMENITY - NOISE LIMITS**

12. Noise from activities associated with the use of the site must not exceed the Acoustic Quality Objectives listed in the *Environmental Protection (Noise) Policy 2008* when measured at any sensitive place or commercial place.
13. In the event that a bona fide complaint is received by Council in relation to noise emissions produced from the site, and the use is not being carried out in accordance with the conditions



of this approval, Council reserves the right to require the applicant to re-assess site management procedures already in place. In this instance, the applicant may be required to undertake a further assessment on noise impacts through a third party, and implement any recommendations by a date agreed to by Council.

#### **AIR EMISSIONS**

14. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.
15. In the event that a bona fide complaint is received by Council in relation to odour emissions produced from the site, and the use is not being carried out in accordance with the conditions of this approval, Council reserves the right to require the applicant to re-assess waste and odour management procedures already in place. In this instance, the applicant may be required to undertake a further assessment on waste and odour management through a third party, and implement any recommendations by a date agreed to by Council.

#### **SCREEN FENCING**

16. Any security or screen fencing erected on the subject site shall present an attractive visual appearance to adjoining properties.
17. The applicant shall submit a concept plan of the proposed screen fencing arrangements for the development, for endorsement by Council's Planning and Environment Manager or an authorised delegate prior to commencement of the use. Once the concept plan is formally endorsed by Council, the approved fencing arrangements are to be constructed prior to commencement of the use.

#### **REFUSE STORAGE AREA**

18. Refuse bin storage areas shall be provided on the premises within an enclosed structure so that they are screened to the satisfaction of Council.
19. The size and capacity of the refuse storage areas shall be sufficient to accommodate:
  - 19.1 the level of waste likely to be generated from the development having regard to the frequency of refuse collection; and
  - 19.2 general refuse bins of an industrial type appropriate to the nature and scale of the use.
20. Waste collection shall be undertaken in a manner that complies with the following requirements:
  - 20.1 the bins shall be located in a manner that allows the refuse vehicle to pick them up automatically without the driver or any other person having to relocate them;
  - 20.2 the collection of putrescible waste arising from the activities undertaken on this development shall be collected and removed at periods not exceeding 7 days;
  - 20.3 the collection of waste shall be undertaken so as to minimise, so far as reasonable and practical, excessive noise to neighbouring occupants; and
  - 20.4 the collection method shall ensure that waste is adequately managed to prevent the escape of contamination.
21. Refuse bin collection areas shall be maintained in a manner that complies with the following requirements:
  - 21.1 waste containers shall be kept in a clean state and in good repair;
  - 21.2 waste containers are to be provided with tight-fitting lid assemblies designed to prevent ingress of pests and water;



- 21.3 the occupier of the serviced premises shall ensure that all waste containers supplied are kept within the boundaries of the premises; and
- 21.4 the occupier shall ensure that there is unobstructed access to the container for the removal of waste.

#### **ENGINEERING WORKS**

- 22. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.
- 23. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

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

- 24. 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.
- 25. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

#### **SERVICES CONNECTIONS**

- 26. Connect the development to Council's reticulated water supply system via a single connection.
- 27. Connect the development to Council's existing reticulated sewerage system via a single connection.

#### **ELECTRICITY AND TELECOMMUNICATIONS**

- 28. Connect the development to electricity and telecommunication services.

#### **STORMWATER MANAGEMENT**

- 29. Design and construct stormwater drainage to ensure that there is no nuisance or interference to the current use or potential future use of all downstream properties including road reserves and the like, for design storms of ARI 2, ARI 5, ARI 10, ARI 20 and ARI 50.
- 30. Discharge stormwater runoff from sealed areas and overflow pipes from the development to the kerb and channel in Emmerson Street, and the existing stormwater easement at the rear of the lot, as per the existing arrangement.
- 31. The existing stormwater easement shall be kept free from obstructions and blockages at all times.

#### **WASH DOWN AND HARDSTAND AREAS**

- 32. The business must ensure that:
  - 32.1 maintenance and cleaning of equipment (including vehicles and plant) are carried out in Wash Down Bays, or an area where contaminants cannot be released into stormwater drainage, a roadside gutter, a water course or onto unsealed ground;

- 32.2 any spillage of contaminants is cleaned up immediately by a method other than hosing, sweeping or otherwise releasing the contaminants into stormwater drainage, a roadside gutter or a water course; and
  - 32.3 incidental rainfall and overland flow of stormwater do not contact contaminants (for example, areas with contaminants should be roofed or protected by diversion drains).
33. Do not release contaminants or contaminated water directly or indirectly from the premises or to the ground or groundwater at the premises, except for:
- 33.1 uncontaminated overland stormwater flow;
  - 33.2 uncontaminated stormwater to the stormwater system;
  - 33.3 contaminants released to the sewer under and in accordance with a Trade Waste Permit granted by the Local Government under the *Sewerage and Water Supply Act 1949*; or
  - 33.4 other water following treatment through an oil/silt interceptor trap or separator.
34. Spillage of all chemicals and other liquid contaminants must be contained within an on-site containment system and controlled in a manner that prevents environmental harm.
35. Where regulated waste is removed from the premises, records must be kept of the following:
- 35.1 the date, quantity and type of waste removed;
  - 35.2 the name of the waste transporter and/or disposal operator who removed the waste; and
  - 35.3 the intended treatment/disposal destination of the waste.

#### **HAZARDOUS CHEMICAL STORAGE**

36. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.

#### **PARKING AND ACCESS - GENERAL**

- 37. Provide a minimum of five (5) car parking spaces including a minimum of one (1) person with disability (PWD) car parking space for the development.
- 38. Line mark or otherwise delineate the car park aisles and driveways within the development with directional arrows on the pavement to enable all vehicles to enter and leave the site in a forward gear.
- 39. Ensure access to car parking spaces, vehicle loading, and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
- 40. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.
- 41. Vehicles associated with the operation of the development are not to use the Emmerson Street road reserve for parking at any time.

#### **VEHICLE ACCESS**

42. Construct two (2) new concrete commercial crossovers between the property boundary and the edge of the Emmerson Street road pavement, at the locations generally illustrated by Council's amendment to the Approved Plans. The crossovers shall have a minimum width of five (5) metres, generally in accordance with Council's Standard Drawing No. R-006, Revision A. Ensure that crossover splay is designed to accommodate turning movements of an Articulated Vehicle.
43. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure (eg power pole, telecommunications pit) or road infrastructure (eg street sign, street tree, etc).

#### **REDUNDANT CROSSEVERS**

44. Remove all redundant crossovers and reinstate the kerb and channel, road pavement, services, verge and any footpath to the standard immediately adjacent the frontage of the site.

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

45. Install signage for all work on or near roadways in accordance with the Manual for Uniform Traffic Control Devices – Part 3, Works on Roads.
46. Submit to Council, an application for any footpath, road or lane closures, and ensure all conditions of that approval are complied with during construction of the work.
47. Maintain safe pedestrian access along Council's footpaths at all times.

#### **DRAINAGE EASEMENT**

48. The Drainage Easement identified as Easement E on SP109512 at the rear of the property is to remain unobstructed at all times.

#### **RIGHT OF WAY EASEMENTS**

49. The use of registered easements R and Q on SP258563 is to be consistent with the terms of the registered easement document at all times.

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

50. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
51. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

#### **ENVIRONMENTAL HEALTH**

52. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
  - 52.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
  - 52.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
  - 52.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

53. Do not release contaminants or contaminated water directly or indirectly from the land subject to this approval, or to the ground or groundwater at the land subject to this approval, except for:
- 53.1. uncontaminated overland stormwater flow; and
  - 53.2. uncontaminated stormwater to the stormwater system.

## REFERRAL AGENCY RESPONSE

1. The applicant be advised of the attached Concurrence Agency response from Queensland Treasury dated 19 June 2020.

## ADVISORY NOTES

### NOTE 1 - Relevant Period

*"To the extent a development approval is for a Material Change of Use of premises, the approval lapses if the first change of use under the approval does not start within the following period (the relevant period) -*

- (a) **6 years** starting the day the approval takes effect;
- (b) *if the approval states a different period from when the approval takes effect—the stated period."*

### NOTE 2 - Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website [www.datsip.qld.gov.au](http://www.datsip.qld.gov.au)

### NOTE 3 - General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

### NOTE 4 - General Safety of Public during Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction work, and to ensure safe traffic control and safe public access in respect of work being constructed on a road.

### NOTE 5 - Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the work is completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

### NOTE 6 - Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

**NOTE 7 - Infrastructure Charges Notice**

An Infrastructure Charges Notice is attached.

**NOTE 8 - Commencement of Use**

- (i) Prior to commencement of this use, the applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.
- (ii) Upon receipt of confirmation from Council that all conditions of this Development Permit are considered compliant, the applicant is to notify Council within 20 business days, that this approved use has lawfully commenced.

**Background Information**

The relevant background information to this application is as follows:

Application No: 030.2020.119.001	Assessment No: A13561	Keywords Index: AD6.6.2 & LG7.6.1
Assessing Officer:	Dominic Bradley PLANNING OFFICER DEVELOPMENT ASSESSMENT	
PART 1: APPLICATION		
Applicant:	Veolia Environmental Services Pty Ltd C/- McArthur Planning & Development Pty Ltd	
Owner:	Rencore No 2 Pty Ltd atf Rencore Pty Ltd No 2 Superannuation Fund	
Site Address:	18-20 Emmerson Street, Chinchilla	
Site Area:	2,715m <sup>2</sup>	
Real Property Description:	Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512	
Proposed Development:	High Impact Industry and Environmentally Relevant Activity 62(1)(b) & (c) Resource Recovery and Transfer Facility Operation	
Level of Assessment:	Impact Assessable	
Type of Application:	Material Change of Use	
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:	Low Impact Industry	
Precinct:	N/A	
Overlays:	<div><div><div>▪ Extractive Industry</div><div>▪ Agricultural Land Classification</div><div>▪ Water Resource Catchment</div><div>▪ Stormwater Overland Flow Path</div></div><div><div>- Petroleum Lease 185</div><div>- Authority to Prospect 676</div><div>- Class A Agricultural Land</div><div>- Groundwater Vulnerability Area</div><div>- Minor Flow Path</div></div></div>	
Pre-lodgement Meeting:	Yes	Date: 11 November 2019
Application Lodgement Date:	2 April 2020	
Properly Made Application:	Yes	Date: 28 April 2020
Action Notice Issued:	Yes	Date: 20 April 2020
Required Action Taken:	Yes	Date: 28 April 2020
Confirmation Notice Issued:	Yes	Date: 1 May 2020
	Amended Notice issued:	Date: 12 May 2020

**PART 2: REFERRALS**

Queensland Treasury (Department of Environment and Science)	<ul style="list-style-type: none"><li>On 6 May 2020, the applicant referred the application to Queensland Treasury.</li><li>The Department issued and Information Request to the applicant on 20 May 2020 and the applicant responded on 28 May 2020</li><li>On 19 June 2020, Council received a Concurrence Agency response approving the application, with no requirements.</li></ul>	
PART 4: PUBLIC NOTIFICATION		
Start Date:	Yes	Date: 8 June 2020
Notice of Compliance Received:	Yes	Date: 3 July 2020
Submissions:	Nil	
PART 5: DECISION PERIOD		
Date Commenced:	6 July 2020	
Decision Due Date:	21 August 2020	

## Report

### 1. Background

#### 1.1 Property Context

The property is legally described as Lot 36 on SP109512 including Easement E on SP109512 and Easement R on SP258563, is located at 18-20 Emmerson Street Chinchilla, and has an area of 2,715m<sup>2</sup>.

The property is located within the Low Impact Industry Zone and is impacted by the Natural Resources and Stormwater Overland Flow Path Overlays of the Western Downs Planning Scheme 2017 incorporating Amendment 1.

The property is improved by an existing industrial shed with an area of 491m<sup>2</sup> (including 36m<sup>2</sup> existing open under cover area) which has a height of 5.6 metres above ground level. The existing shed features an office and toilet facilities for staff employed on the property.

The original building application to construct the existing shed on the property was lodged prior to commencement of the now superseded Planning Scheme for Chinchilla Shire 2006. The building application and the use of the land would have been considered in the context of the Chinchilla Shire Planning Scheme 1993, in which the development of Light Industry and Warehouse were both permitted uses and did not require a Material Change of Use approval from the former Chinchilla Shire Council.

The applicant has advised that the property has been used historically for industrial purposes, and that the most recent use of the land included a workshop for the repurposing and certification of light vehicles used in the gas industry. The applicant has advised that the property has been vacant since early 2018.

The property has frontage to Emmerson Street which is a sealed bitumen road constructed to Council's Industrial Access Standard with a width of 11 metres and also features stormwater infrastructure (kerb and channel). The road verge of Emmerson Street adjoining the property has been bitumen sealed.

The frontage of the property does not feature an existing commercial crossover to Emmerson Street. Rather, the property is accessed via Emmerson Street by vehicles mounting the kerb of Emmerson Street to gain access to the existing 5 metre wide gate providing access to the property.

The property currently features a total of 33 lined marked car parks and all manoeuvring, access and parking areas on the property have been bitumen sealed.

The property is burdened by a Council Stormwater Easement (Easement E on SP109512) at the rear of the property. The property is also subject to a Right of Way Easement (Easement R on SP258563) with the adjoining property (Lot 35 on SP109512). Lot 35 on SP109512 is also subject to a reciprocal Right of Way Easement (Easement Q on SP258563).

Land owner's consent has not been provided for Lot 35 on SP109512 as part of the application. However, the land owner's consent is not required provided that the use of the land is consistent with the purpose of the existing Right of Way Easement. The applicant has advised that the use of this easement being for the manoeuvring and access to vehicles from Emmerson Street, is consistent with the terms of the easement agreement document.

## **1.2 Proposal Details**

The applicant has lodged the current development application to establish a High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation.

The applicant, Veolia Environmental Services Pty Ltd, seeks to establish a Waste Transfer Facility on the property which will receive, sort, dismantle, bale and the temporary storage of regulated waste and general waste on the property in storage bins, vehicles and bunded tanks. Veolia currently operates from the We Kando Waste Facility at Engine Road, Baking Board.

The development will utilise the existing industrial shed on the property and will utilise outdoor hardstand areas for the temporary storage of processed waste. The development will involve the storage of the following types and quantities of waste:

- Regulated solid waste (Category 2) – includes oil filters and oily rags (estimate of 4 tonnes per week)
- Other regulated waste – eg lead-acid batteries, empty drums, IBCs with waste oil
- (Category 2) (estimate of 0.4 tonnes per week);
- General office waste (General) (estimate of 6 tonnes per week); and
- Co-mingled office waste (General) (estimate of 2 tonnes per week).

The applicant is not proposing to change the internal layout or increase the gross floor area (GFA) of the existing shed. The applicant has advised that the internal area of the shed will be used for mostly non-waste storage, but also a 35kL self-bunded container and pelletized batteries.

The applicant has indicated that waste will also be stored forward of the building line of the existing industrial shed in two 15m<sup>2</sup> roll-on-roll-off bins which will be covered, as well as other sealed containers. The bins would be shaded by a shade sail structure and screened from Emmerson Street via appropriate screen fencing

One bin will contain general office waste and will be covered with a tarp. The second bin will contain regulated waste (eg oily rags or oil filters) and will be waterproof with a waterproof hydraulic lid, which will also assist with odour mitigation.

The property will also have storage of minor quantities of waste oil in a single 15m<sup>3</sup> self-bunded tank which will be located directly behind the existing industrial shed at the rear of the property.

An additional office building, with an area of 26m<sup>2</sup>, will be located adjacent to the existing industrial shed.

The use will employ approximately 10 to 12 full-time-equivalent staff from the site and will generally operate during daylight hours, seven days a week, with drivers departing around 5am, with site operations completed by 6pm. Transfer Station operations on-site, including forklift use, are only proposed between 6am and 3pm, Monday to Friday.



Waste will be transported to the site by appropriately licensed medium and heavy rigid vehicles. Waste collection vehicles will depart the site from the south-eastern exit for waste collection. Upon return they will enter the site by the north-eastern entry.

The applicant does not propose to construct formal commercial crossovers for the development to access Emmerson Street. It is proposed that vehicles will gain access to Emmerson Street using two access points. Heavy and light vehicle traffic associated with the development will mount the kerb of Emmerson Street and traverse the existing bitumen road verge to gain access to the property and exit the property.

The existing shed has suitable area for the storage of four heavy vehicles, with additional outdoor areas suitable for the parking of up to seven heavy vehicles. The development will retain five car parking spaces for use by staff including a PWD parking space located forward of the building line of the existing shed in close proximity to the proposed northern access (proposed entry) to the property.

## **2. Assessment**

### **2.1 Assessment against Western Downs Planning Scheme 2017 incorporating Amendment 1 (the Planning Scheme)**

- The development of High Impact Industry within the Low Impact industry Zone is Impact Assessable and requires assessment against all relevant parts of the entire Planning Scheme.
- It is considered that the development will primarily require assessment against the following parts of the Planning Scheme:
  - Strategic Plan
  - Low Impact Industry Zone Code
  - Infrastructure Services Code
  - Transport, Access and Parking Code
  - Stormwater Overland Flow Path Overlay Code

- The development has been assessed against the relevant benchmarks below:

#### **Strategic Plan**

- The property is located within the Low Impact Industry Zone of the Planning Scheme.
- High Impact Industry is not a consistent use within the Low Impact Industry Zone.
- The property is located within an established industrial locality with access to appropriate servicing infrastructure which will be conditioned in accordance with Council's relevant Engineering standards.
- It is considered that the potential amenity impacts of the development can be appropriately managed through the applicant's operational procedures and compliance with the recommended conditions of the approval and the conditions of the Environmental Authority.
- The proposed development will consolidate industrial uses in an industrial locality, reducing the number of uses currently operating in the Rural Zone.

- The development does not conflict with the relevant elements of the Strategic Plan of the Planning Scheme.

#### **Low Impact Industry Zone Code**

- The property is located within the Low Impact Industry Zone and has been used for light industrial purposes historically. The site features an existing industrial shed and associated parking and vehicle manoeuvring areas.
- The applicant seeks to use the property for the purpose of High Impact Industry as defined under the Planning Scheme, and Environmentally Relevant Activity 62(1)(b) and (c) for Resource Recovery and Transfer Facility Operation.
- The design and siting of the existing building and proposed office building are consistent with the relevant requirements of the Low Impact Industry Zone Code.
- The applicant seeks to develop a shade sail structure forward of the building line of the existing industrial shed for the temporary storage of waste on the property.
- The location of the proposed temporary bin storage area and associated shade sail structure conflicts with the minimum frontage setbacks of Emmerson Street in accordance with Acceptable Outcome 4.1 of the Low Impact Industry Zone Code.
- The applicant proposes to replace the chain link fence at the frontage of the property to screen the streetscape of Emmerson Street from the visual impact of the temporary waste storage. The applicant has proposed this alternative solution to providing landscaping treatments (ie 2 metre wide landscaping strip) required by Acceptable Outcome 5.1 of the Low Impact Industry Zone Code.
- The property has been historically developed and sealed with a bitumen seal with no landscaping having been provided for the development.
- It is considered reasonable to accept the location of the bins within the minimum setback and forward of the building line, provided that appropriate visual screening is provided to Emmerson Street and adjoining properties.
- A condition has been included requiring the applicant provide further details of screen fencing for endorsement, to ensure it is consistent with the character and amenity of the Low Impact Industry Zone.
- The operation hours of the development do not comply with the loading and unloading hours prescribed for the development under the Acceptable Outcomes of the Low Impact Industry Code, as the development is within 300 metres of a sensitive land use within a Residential Zone (across Zeller Street).
- The applicant proposes that transport movements associated with the use for loading and unloading waste will occur 7 days a week, between the hours of 5am and 6pm. However, the applicant has noted that operation of the Transfer Facility including the use of a forklift, will occur between the hours of 6am and 3pm Monday to Friday.
- The closest sensitive land use is located 115 metres to the south of the property on land legally described as Lot 51 on SP283855 and located Zeller Street Chinchilla which is used for the purpose of a caravan park and is located within Rural Residential Zone of the Planning Scheme.

- It is not considered that the operating hours of the development would significantly impact on the amenity of nearby sensitive land use based on the separation distance and other surrounding industrial land uses.
- Based on the nature of the proposed use, the development has the potential to result in impacts on the amenity of the Low Impact Industry Zone through odour and noise associated with the operation of the development.
- The Odour and Noise Assessment Report submitted as part of the application indicates the following measures will be used by the operation to limit the impacts of the development, including:
  - regulated oily waste will remain in a storage bin with a watertight lid;
  - general waste will remain in a storage bin with a tarp;
  - other regulated waste such as waste oil, batteries and drums will remain inside the main building;
  - broadband reversing beepers will be utilised for heavy vehicles transporting waste;
  - rubber matting will be used at the base of the bins to reduce noise impacts associated with the unloading of waste into an empty bin; and
  - a covered area will be provided over the external bin area to minimise the odour potential of waste in the bins.
- Conditions have been included to ensure that noise and air emissions are appropriately managed by the development to limit potential impacts on surrounding sensitive land uses and the Low Impact Industry Zone. Furthermore, a condition has been added to ensure that Council is able to rectify any legitimate complaints regarding air and noise emissions from the property in the event a complaint is received.
- On this basis, it is considered that the development is consistent with the Low Impact Industry Zone Code subject to the recommended conditions of approval.

#### **Transport, Access and Parking Code**

- The property has frontage to Emmerson Street which is a formed bitumen road.
- The verge along the frontage of the property to Emmerson Street has also been bitumen sealed historically, and the development does not have a formalised commercial crossover to Emmerson Street.
- The applicant has indicated that the site will be accessed via heavy and medium rigid vehicles transporting waste to and from the property on a daily basis.
- The applicant estimates that the development will generate 14 heavy rigid vehicle trips per day and an estimated total of 40 daily vehicle trips (including light vehicles) by staff and visitors to the property.
- The applicant proposes that vehicles will enter and exit the property by mounting the existing kerb of Emmerson Street and crossing the bitumen verge using two access points to ensure that heavy vehicles can enter and exit in a forward motion.

- The applicant proposes to move the existing gated access on the property to better function as an exit for the development and will create new access for vehicles entering the property along the northern side boundary of the development with proposed Lot 35 on SP109512.
- The applicant has indicated within the Traffic Management Report, that the new access arrangements will not be provided with commercial crossovers, as the existing kerb to Emmerson Street is a mountable kerb and the road verge has been bitumen sealed.
- It is considered that the applicant's alternative solution to Acceptable Outcomes 2, 3 and 4 of the Transport, Access and Parking Code, is not able to be accepted for the following reasons:
  - The original development did not require a development approval, therefore, no formal access requirements were specified for the original development.
  - The applicant's alternative solution for access to Emmerson Street is not consistent with the established character or amenity of the surrounding industrial locality.
  - The development is changing the location and number of existing access points to Emmerson Street and increasing the size and volume of vehicles that would be accessing the property.
  - The mountable kerb of Emmerson Street is not considered to be a functional crossover point for the development, as the kerb is not designed to sustain the continuous loading of heavy reticulated vehicles and would require continued maintenance if the applicant's alternative solution was accepted by Council.
  - It is considered that the applicant's alternative solution would have the potential to track loose bitumen into the existing stormwater infrastructure resulting in further maintenance of Council's stormwater network.
  - The applicant's proposed access arrangements are not considered to be safe or legible for staff and visitors accessing the development or other road users using Emmerson Street.
  - It is not considered that the applicant has provided sufficient justification for Council to accept the proposed alternative solution.
- Accordingly, the applicant will be conditioned to ensure that the development provides two concrete commercial crossovers for the proposed entry and exit for the development in accordance with Council's relevant Engineering standard.
- The applicant has proposed a total of five parking spaces (including one PWD parking space) to service the development, which complies with the minimum requirement under Acceptable Outcome 4 of the Transport, Access and Parking Code.
- The development has been conditioned to ensure that staff associated with the operation of the development do not park on the bitumen sealed verge of Emmerson Street.

- On this basis, it is considered that the development is consistent with the Transport, Access and Parking Code subject to the recommended conditions of approval

#### **Infrastructure Services Code**

- The property has access to reticulated electricity, telecommunications, water and sewerage infrastructure networks. The development will be conditioned to connect to the relevant reticulated infrastructure networks in accordance with Council's relevant Engineering standards.
- The property features a stormwater easement which was designed to capture the stormwater generated from the property and upstream properties.
- The applicant has prepared a Stormwater Management Plan which advises that all waste is stored in bunded areas or within a self-bunded container which will allow for contaminated stormwater and waste spillage to be separated from uncontaminated stormwater on the property.
- The development will be conditioned to ensure that all stormwater is collected, treated and discharged in accordance with Council's relevant standards.
- A condition will be applied to the development to ensure that Council's stormwater easement remains unobstructed at all times.
- On this basis, the development is considered to comply with the Infrastructure Services Code subject to the recommended conditions of the approval.

#### **Stormwater Overland Flow Path Code**

- Part of the property is impacted by a minor flow path illustrated by the Minor Flow Path Overlay Mapping of the Planning Scheme.
- It is not considered that the development will impact on the conveyance of stormwater through the property to the frontage of Emmerson Street.
- The development has been designed and will be operated to ensure that stormwater is not contaminated by the development.
- The development will comply with the Stormwater Overland Flow Path Overlay Code.

### **3. Other Matters**

#### **3.1 Public Notification**

- The development application was publicly notified for a period of 15 business days commencing on 8 June 2020 and ending on 30 June 2020.
- No submissions were received during the Public Notification Period for the application.

#### **3.2 Referral**

- The proposal also required the applicant obtain an Environmental Authority from the Department of Environment and Science for Environmentally Relevant Activity 62(1)(b) Resource Recovery and Transfer Facility Operation.

- Environmentally Relevant Activity 62(1) required referral to Queensland Treasury as a Concurrence Agency under the *Planning Regulation 2017*.
- A copy of the Concurrence Agency response from Queensland Treasury is attached to this Report.

#### Consultation (Internal/External)

##### **Internal**

Council's Consultant Development Engineer has assessed the development application and provided advice and recommended conditions of approval where applicable.

Council's Planning and Environment Manager and Principal Planner have reviewed the Report and provided comments where necessary.

##### **External**

Queensland Treasury was a Concurrence Agency to the application. On 19 June 2020, the Department issued a Concurrence Agency response advising they do not have any requirements with respect to the development. A copy of the Referral Notice is included as an attachment to this Report.

#### Legal/Policy Implications (Justification if applicable)

An applicant may elect to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

### **"Chapter 6     Dispute Resolution**

#### **Part 1   Appeal Rights**

#### **229     Appeals to Tribunal or P&E Court**

- (1)     *Schedule 1 states -*
  - (a)     *matters that may be appealed to -*
    - (i)     *either a tribunal or the P&E Court; or*
    - (ii)     *only a tribunal; or*
    - (iii)     *only the P&E Court; and*
  - (b)     *the person -*
    - (i)     *who may appeal a matter (the **appellant**); and*
    - (ii)     *who is a respondent in an appeal of the matter; and*
    - (iii)     *who is a co-respondent in an appeal of the matter; and*
    - (iv)     *who may elect to be a co-respondent in an appeal of the matter.*
- (2)     *An appellant may start an appeal within the appeal period.*
- (3)     *The **appeal period** is -*
  - (a)     *for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or*
  - (b)     *for an appeal against a deemed refusal - at any time after the deemed refusal happens; or*

- (c) *for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or*
- (d) *for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or*
- (e) *for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or*
- ...(g) *for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.*

*Note - See the P&E Court Act for the Court's power to extend the appeal period."*

#### Budget/Financial Implications

NIL

#### **Conclusion**

The proposed development has been assessed against the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. It is recommended that the application be approved, subject to the recommended conditions.

#### **Attachments**

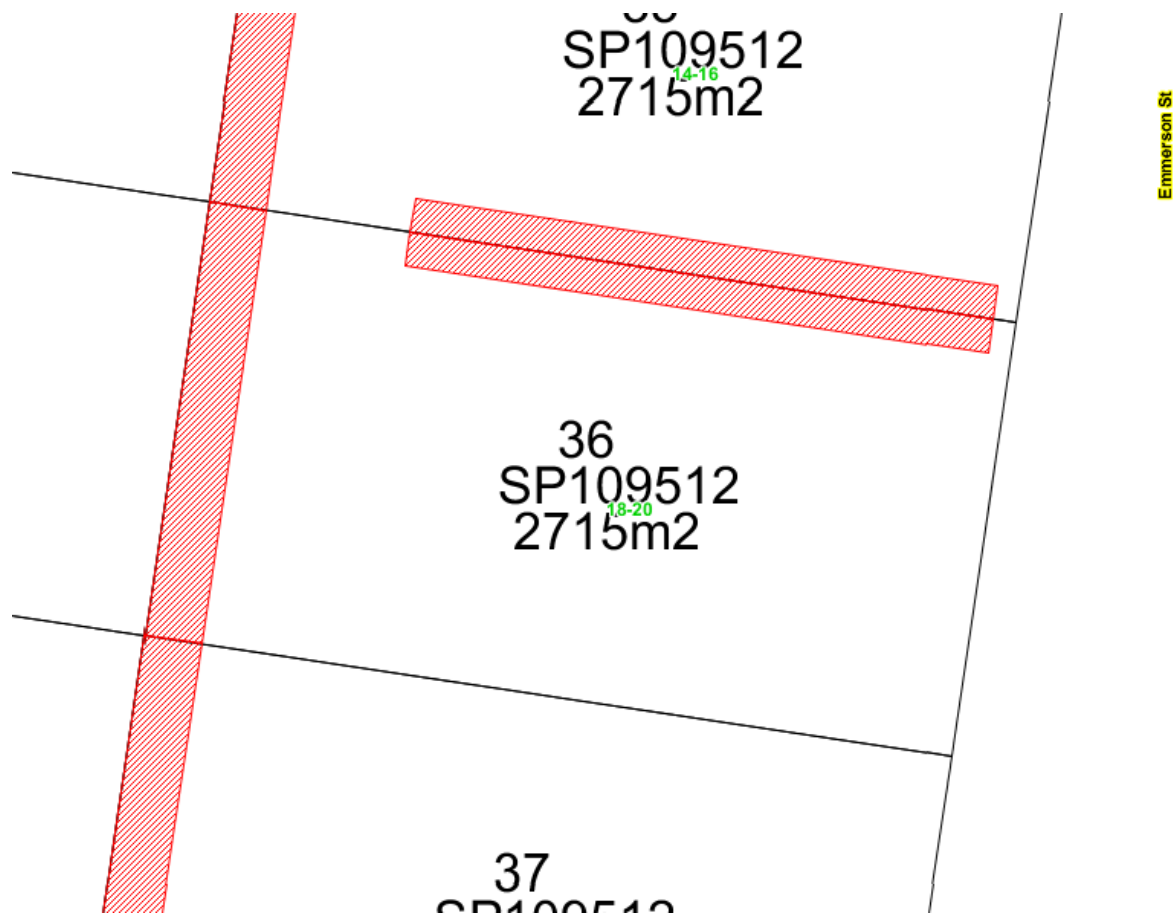
1. Locality Plans
2. Proposal Plans
3. Concurrency Agency Response
4. Infrastructure Charges Notice

**Authored by:** D. Bradley, PLANNING OFFICER DEVELOPMENT ASSESSMENT



## Attachment 1 - Locality Plans and Site Photographs

Lot and Plan Map





Aerial Map



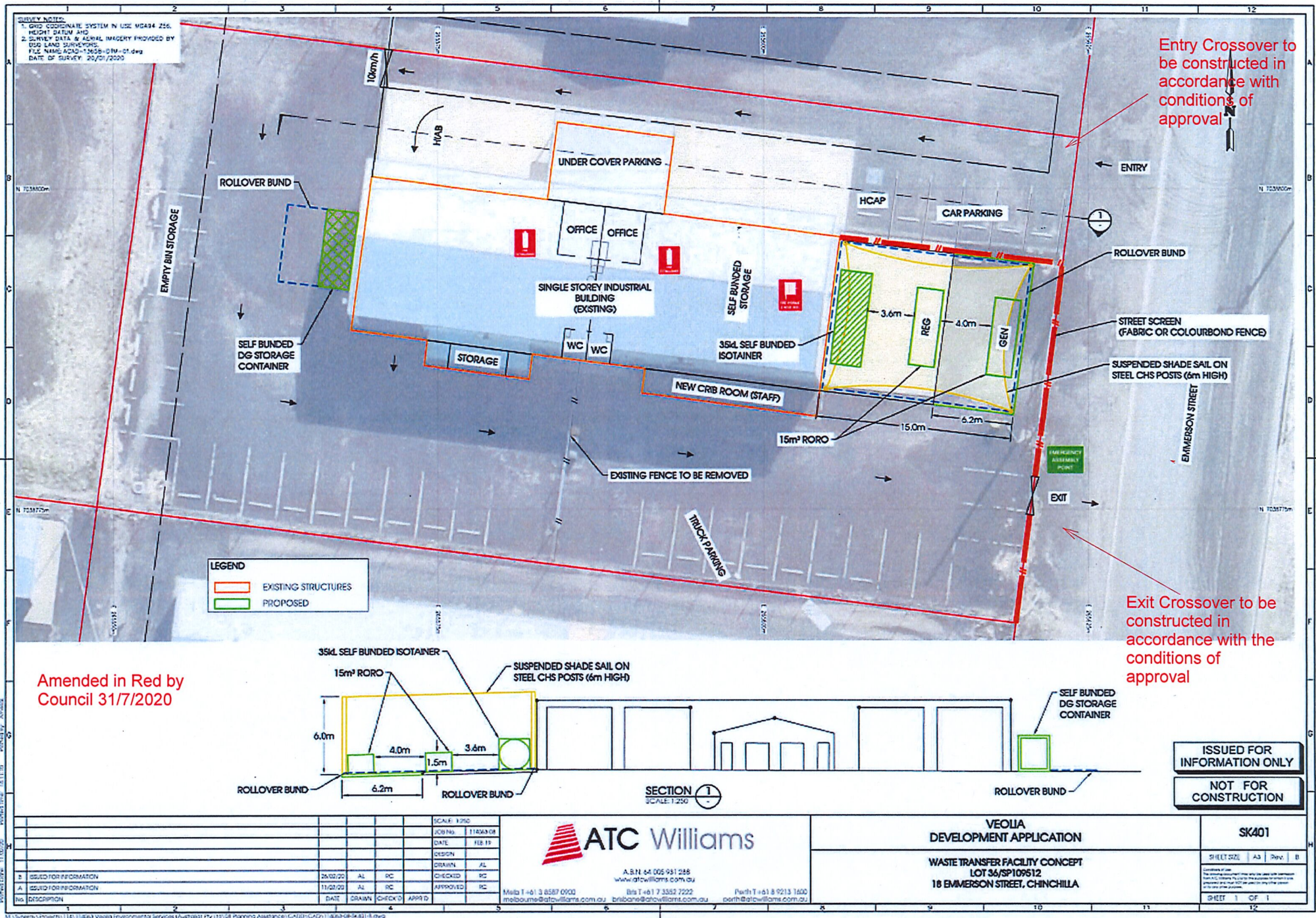
## Zone Map in the Western Downs Planning Scheme 2017 incorporating Amendment 1



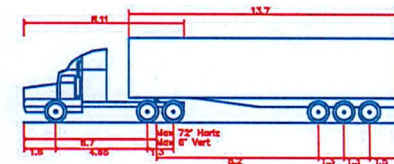
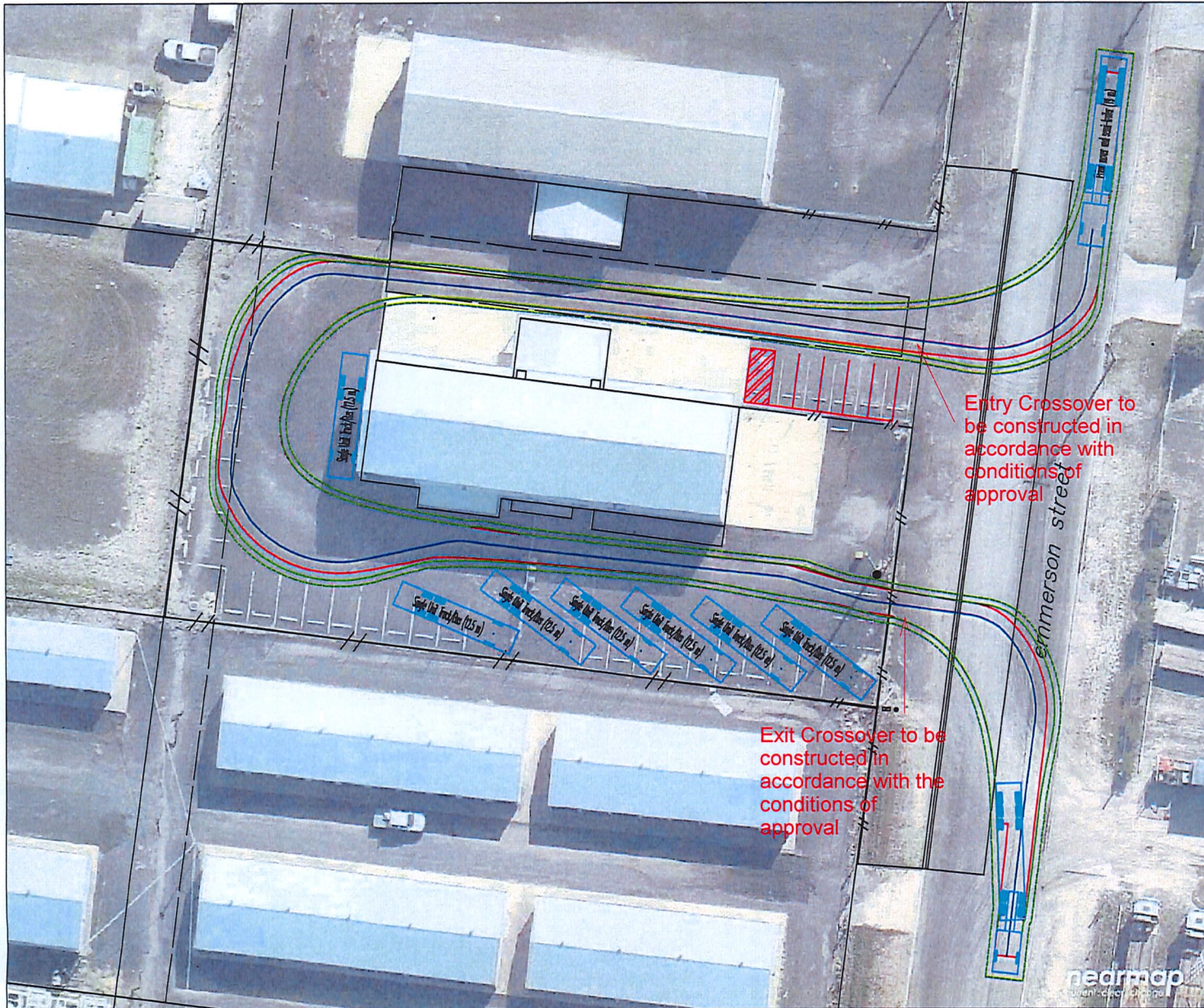
### LEGEND

-  Low Impact Industry Zone
-  Medium Impact Industry Zone

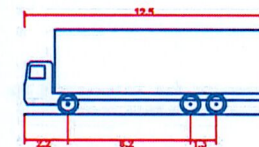








Prime mover and semi-trailer (19 m)  
 Overall Length 19.000m  
 Overall Width 2.500m  
 Overall Body Height 4.300m  
 Min Body Ground Clearance 0.540m  
 Track Width 2.500m  
 Lock-to-lock time 5.00s  
 Curb to Curb turning Radius 12.500m



Single Unit Truck/Bus (12.5 m)  
 Overall Length 12.500m  
 Overall Width 2.500m  
 Overall Body Height 4.300m  
 Min Body Ground Clearance 0.490m  
 Track Width 2.500m  
 Lock-to-lock time 5.00s  
 Curb to Curb turning Radius 12.500m

Amended in Red by  
 Council 31/7/2020

P10452  
 12/02/2020  
 SCALE 1: 400 ON A3  
 AV RIGHT-IN RIGHT-OUT  
 CHRISTOPHER WRIGHT  
 RPEQ #19663









Queensland Treasury

SARA reference: 2005-16630 SRA  
Council reference: 030.2020.119.001

19 June 2020

Chief Executive Officer  
Western Downs Regional Council  
PO Box 551  
DALBY QLD 4405  
info@wdrc.qld.gov.au

Attention: Mr Dominic Bradley

Dear Dominic

## SARA response—18 Emmerson Street, Chinchilla

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 6 May 2020.

### Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	19 June 2020
Advice:	Advice to the applicant is in <b>Attachment 1</b> .
Reasons:	The reasons for the referral agency response are in <b>Attachment 2</b> .

### Development details

Description:	Development permit	Material change of use High Impact Industry and Environmentally Relevant Activity ERA No. 62(1)(b)(c) – Resource recovery and transfer facility (temporarily storing less than 10,000 tonnes per annum)
SARA role:	Referral Agency	
SARA trigger:	Schedule10, Part 5, Division 4, Subdivision 2, Table 1—Development application for a material change of use for an Environmentally Relevant Activity (Planning Regulation 2017)	

Page 1 of 5

Darling Downs South West regional office  
128 Margaret Street, Toowoomba  
PO Box 825, Toowoomba QLD 4350

Document Set ID: 4116168  
Version: 1, Version Date: 19/06/2020



SARA reference: 2005-16630 SRA

Assessment Manager: Western Downs Regional Council

Street address: 18 Emmerson Street, Chinchilla

Real property description: Lot 36 on SP109512

Applicant name: Veolia Environmental Services

Applicant contact details: C/- McArthur Planning and Development  
Level 21, 27 Creek Street  
Brisbane QLD 4000  
mallani@mcarthurplanning.com.au

Environmental Authority: This referral included an application for an environmental authority under section 115 of the *Environmental Protection Act 1994*. Below are the details of the decision:

- Approved
- Reference: EA0002355
- Effective date: Environmental Authority takes effect on the date the related development approval (030.2020.119.001) takes effect
- Prescribed environmentally relevant activity (ERA): ERA 62 (1) – Resource recovery and transfer facility operation, operating a facility for receiving, and sorting, dismantling, baling or temporarily storing –
  - (b) general waste
  - (c) category 2 regulated waste

If you are seeking further information on the environmental authority, the Department of Environment and Science's website includes a register. This can be found at: [www.des.qld.gov.au](http://www.des.qld.gov.au)

## Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s. 30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Bernadette Plummer, Principal Planning Officer on (07) 4616 7307 or via email [ToowoombaSARA@dsdmip.qld.gov.au](mailto:ToowoombaSARA@dsdmip.qld.gov.au) who will be pleased to assist.

Yours sincerely



Darren Cooper  
A/Manager - DDSW (Planning)

cc Veolia Environmental Services, mallani@mcarthurplanning.com.au

enc Attachment 1 - Advice to the applicant  
Attachment 2 - Reasons for referral agency response  
Attachment 3 - Representations provisions

**Attachment 1—Advice to the applicant**

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning.

**Attachment 2—Reasons for referral agency response**

(Given under section 56(7) of the *Planning Act 2016*)

**The reasons for SARA's decision are:**

The development proposal complies with the provisions of the *State Code 22 – Environmentally Relevant Activity*. Specifically, the development:

- has demonstrated mitigation measures to ensure that the noise impacts are able to be managed in accordance with the Environmental Protection (Noise) Policy 2019
- has demonstrated mitigation measures to ensure that the air quality impacts are able to be managed in accordance with the Environmental Protection (Air) Policy 2019
- will not have any direct release to water ways and complies with the Environmental Protection (Water) Policy 2019
- has been located and designed to avoid, mitigate environmental harm.

**Material used in the assessment of the application:**

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 2.6), as published by SARA
- The Development Assessment Rules
- SARA DA Mapping system

**Attachment 3—Representations about a referral agency response**

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## Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules<sup>1</sup> regarding representations about a referral agency response

### Part 6: Changes to the application and referral agency responses

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#### 28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
  - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
  - (c) the applicant has given written agreement to the change to the referral agency response.<sup>2</sup>
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
  - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

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<sup>1</sup> Pursuant to Section 68 of the *Planning Act 2016*

<sup>2</sup> In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

## **Part 7: Miscellaneous**

### **30 Representations about a referral agency response**

- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.<sup>3</sup>

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<sup>3</sup> An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.



## INFRASTRUCTURE CHARGES NOTICE

<b>APPLICANT:</b>	Veolia Environmental Services Pty Ltd
<b>APPROVED DEVELOPMENT:</b>	Material Change of Use for High Impact Industry and Environmentally Relevant Activity 62(1)(b) and (c) Resource Recovery and Transfer Facility Operation on land situated at 18-20 Emmerson Street, Chinchilla
<b>FILE REFS:</b>	030.2020.119.001, A13561 & LG7.6.1
<b>AMOUNT OF THE CHARGE:</b>	<b>Nil</b>
<b>LAND TO WHICH CHARGE APPLIES:</b>	Lot 36 on SP109512 including Easement R on SP258563 and Easement E on SP109512
<b>PAYABLE TO:</b>	Western Downs Regional Council
<b>WHEN PAYABLE:</b>	Prior to the commencement of use

This charge is made in accordance with Council's ***Infrastructure Charges Resolution (No. 7.1) 2017***.

The charge has been calculated on the following basis:

USE	Charge	Reference	No. of Units	Amount
Material Change of Use - High Impact Industry	\$59.50 per m <sup>2</sup> of additional GFA per lot (water, sewer, transport, parks networks)	Table 3.3.3, Col 3, Charge Area A	481m <sup>2</sup>	\$28,619.50
	\$4.00 per m <sup>2</sup> of impervious area stormwater network	Table 3.3.3, Col 3, Charge Area A	2,715m <sup>2</sup>	\$10,860.00
DISCOUNT	Discount Charge	Reference	No. of Units	Discount Amount
Credit for Industrial Lot	\$63,000.00 per lot (water, sewer, stormwater, transport, parks networks)	3.4(1)(e)(iv)	1 lot	\$63,000.00
			<b>TOTAL CHARGE</b>	<b>Nil</b>

## INFORMATION NOTICE

[Section 119 of the *Planning Act 2016*]

### DECISION AND REASONS

This infrastructure charge has been levied in accordance with Sections 119 to 121 of the *Planning Act 2016* and Council's ***Infrastructure Charges Resolution (No. 7.1) 2017*** for additional demand placed on Council's trunk infrastructure that will be generated by the approved development.

### APPEALING DECISION

Under the *Planning Act 2016* the recipient of this Infrastructure Charges Notice may appeal against Council's decision to issue the Infrastructure Charges Notice. Chapter 6, Part 1 of the *Planning Act 2016* details the recipient's right to appeal Council's decision and how the recipient may appeal.

**Title** (030.2020.77.001) Community and Liveability Report Development Application Material Change of Use for Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation at Lot 11 on RP14934 8-10 Forrest Street Chinchilla Crank Diesel

**Date** 4 August 2019

**Responsible Manager** T. Summerville, PLANNING AND ENVIRONMENT MANAGER

## Summary

The purpose of the Report is for Council to decide the proposed development for a Material Change of Use to establish a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation on land described as Lot 11 on RP14934 and situated at 8-10 Forrest Street, Chinchilla

## Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that:

1. The application for a Material Change of Use to establish a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation on land described at Lot 11 on RP14934 and situated at 8-10 Forrest Street, Chinchilla, be approved, subject to the following conditions:

## APPROVED PLANS AND DOCUMENT

1. The development shall be carried out generally in accordance with the Approved Plans and Document listed below, subject to and modified by the conditions of this approval:

**Plan No:** 20101101, Issue E

**Description:** Site Plan / Landscaping Plan, prepared by Brandon & Associates, dated 22.07.20

**Plan No:** 20101102, Issue E

**Description:** Site Civil Works / Stormwater Management, prepared by Brandon & Associates, dated 22.07.20

**Plan No:** 20101103, Issue E

**Description:** Floor Plan & Elevations, prepared by Brandon & Associates, dated 22.07.20

**Plan No:** 20101104, Issue E

**Description:** Sections, prepared by Brandon & Associates, dated 22.07.20

**Plan No:** 20101105, Issue E  
**Description:** Vehicle Simulation Path, prepared by Brandon & Associates, dated 22.07.20  
**Document:** Flood Emergency Evacuation Plan, Project No. AUQ00246, Version 1.2, prepared by Ausrocks, dated 17/06/2020

2. The Approved Plans are to be amended in accordance with the conditions of this approval and as outlined below:
  - 2.1 Provide floor plans and elevations for the proposed Caretaker's Accommodation.

#### **APPROVED DEVELOPMENT**

3. The approved development is a Material Change of Use for a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation as shown on the Approved Plans.
4. The existing Dwelling House is used only as a Caretaker's Accommodation, ancillary to the Medium Impact Industry Use.

#### **OPERATING HOURS**

5. Unless otherwise approved in writing by Council, the approved use must only operate between the following hours:

Monday to Friday:	7:00am to 6:00pm
Saturday:	7:00am to 12:00pm
Sunday/Public Holidays:	No operation

#### **COMPLIANCE, TIMING AND COSTS**

6. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.
7. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

#### **FEES AND CHARGES**

8. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

#### **MAINTENANCE**

9. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.
10. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

#### **NOISE EMISSIONS**

11. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.

## **AIR EMISSIONS**

12. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

## **WASTE MANAGEMENT**

13. All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.
14. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

## **VISUAL AND GENERAL AMENITY**

15. Any graffiti on the buildings must be removed within 3 business days.
16. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

## **OUTDOOR LIGHTING IMPACT MITIGATION**

17. Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

## **LANDSCAPING**

18. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a Landscaping Plan for all landscaping associated with the development. The Plan must be prepared by a suitably qualified and experienced person in landscape design and construction.
19. The Landscaping Plan must detail:
  - 19.1 all landscaping areas shown on the Approved Plans;
  - 19.2 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;
  - 19.3 the number and size of plants; and
  - 19.4 the typical planting detail including preparation, backfill, staking and mulching.
20. The developer must prepare and landscape the site in accordance with the Approved Landscape Plan, or as otherwise approved in writing by Council's authorised delegate. Any amendments approved by Council's authorised delegate are taken to be a part of the Approved Landscape Plan.

## **ENGINEERING WORKS**

21. Submit to Council, an Operational Work application for all Civil Works including Earthworks (if required), and Roadworks.
22. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

23. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

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

24. 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.
25. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

#### **STORMWATER MANAGEMENT**

26. Design and construct stormwater drainage to ensure that the development will achieve "no nuisance" as described in the Queensland Urban Drainage Manual (QUDM), to all downstream properties including road reserves and the like for design storms of ARI2, ARI5, ARI10, ARI20 and ARI50.
27. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in stormwater impacts on other properties.
28. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.
29. Design and construct stormwater drainage incorporating measures to prevent any sediment, solid matter or floatable oils being carried into the existing stormwater system.
30. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any works undertaken as part of the proposed development.

#### **WATER SUPPLY**

31. Connect the development to Council's reticulated water supply system via a single connection.

#### **TRADE WASTE DISPOSAL**

32. Do not release contaminants or contaminated water directly or indirectly from the premises or to the ground or groundwater at the premises, except for:
- uncontaminated overland stormwater flow; and
  - uncontaminated stormwater to the stormwater system.
33. Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible grease, scum, litter or floating oil.
34. The business must ensure that:
- 34.1 maintenance and cleaning of equipment (including vehicles) are carried out within the proposed shed where contaminants cannot be released into stormwater drainage, a roadside gutter, a water course or onto unsealed ground;
  - 34.2 any spillage of contaminants is cleaned up immediately by a method other than hosing, sweeping or otherwise releasing the contaminants into stormwater drainage, a roadside gutter or a water course;



- 34.3 incidental rainfall and overland flow of stormwater do not contact contaminants (for example, areas with contaminants should be roofed or protected by diversion drains); and
- 34.4 spillage of all chemicals and other liquid contaminants must be contained within an on-site containment system, and controlled in a manner that prevents environmental harm.

#### **HAZARDOUS CHEMICAL AND FUEL STORAGE**

- 35. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.
- 36. Diesel is to be stored and handled in accordance with Australian Standard 1940-2004 - The Storage and Handling of Flammable and Combustible Liquids.

#### **FLOODING - GENERAL**

- 37. The development site is impacted by extreme risk of flooding during a Q100 event. Flood Risk Management for the site shall be carried out as per the Approved Flood Emergency Evacuation Plan, Project No. AUQ00246, Version 1.2, prepared by Ausrocks, dated 17/06/2020.
- 38. The Flood Emergency Evacuation Plan is to be kept on-site and available to customers, staff and Council at all times.
- 39. The Flood Emergency Evacuation Plan is to be implemented, kept on-site, monitored, reviewed and updated at a minimum of two (2) year intervals, maintained for the period of the use of the development on the site, and is to be available for review at the request of Council's Planning Manager within 48 hours of such request.
- 40. Habitable areas, mezzanine levels and areas associated with the storage of hazardous chemicals and all control panels of critical services shall be built at a minimum 300mm above the defined flood level which is 303.82 metres Australian Height Datum.
- 41. All boundary fences must be constructed from chain link or similar to allow flood water to flow through the site unimpeded.

#### **PARKING AND ACCESS – GENERAL**

- 42. A minimum of six (6) car parks must be provided, being four general, one for person with disability, and one shared zone.
- 43. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
- 44. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas, ensuring to not have an adverse impact on adjoining properties.
- 45. A bollard is to be provided at a height of 1,300mm in the shared zone.
- 46. Vehicle crossover and property access to the development should be constructed with a 1 metre minimum clearance from the edge of the crossover to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure or power poles.
- 47. In the event that a bona fide complaint is received by Council in relation to dust emissions produced from the site, Council reserves the right to require the applicant to provide either concrete, asphalt, or bitumen seal to heavy vehicle manoeuvring areas.

## **PARKING AND ACCESS - SERVICING**

48. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

## **EXTERNAL ROADWORKS**

49. Design and construct Forrest Street along the full frontage of Lot 11 on RP14934, to the following standard:
- 49.1 widening of the existing pavement to 8 metres, including a two-coat bitumen seal;
  - 49.2 natural grassed table drains, and formation of a natural grassed verge;
  - 49.3 tapers to the existing road pavement;
  - 49.4 provision for stormwater drainage and easements (if required); and
  - 49.5 design all work in consultation with Council prior to submission of detailed Engineering drawings.

## **EROSION AND SEDIMENT CONTROL - GENERAL**

50. Undertake erosion and sediment control during construction work in accordance with Council's Standard Drawing No's D-005 (Rev A), D-006 (Rev A) and D-007 (Rev A) as applicable.
51. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
52. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

## **ENVIRONMENTAL HEALTH**

53. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
- 53.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
  - 53.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
  - 53.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).
54. Bunding is to be provided as illustrated on the proposal plans to ensure potential pollutants are contained within the workshop.

## **ELECTRICITY AND TELECOMMUNICATIONS**

55. Connect the development to electricity and telecommunication services.

## **ADVISORY NOTES**

### **NOTE 1 - External Road Construction**

Please contact Council's Planning and Environment Manager to discuss arrangements for the construction of Forrest Street as per the condition package.

**NOTE 2 - Flood Hazard**

The property is identified as being located in Low, High and Extreme Flood Hazard Areas on the Flood Hazard Overlay Map in the Western Downs Planning Scheme 2017 incorporating Amendment 1. Where the floor level is not elevated above the defined flood level, the proposed building works may be subject to inundation during a flood event.

**NOTE 3 - Relevant Period**

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

*(a) for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—6 years after the approval starts to have effect."*

**NOTE 4 - Aboriginal Cultural Heritage**

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website [www.datsip.qld.gov.au](http://www.datsip.qld.gov.au).

**NOTE 5 - General Environmental Duty**

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

**NOTE 6 - General Safety of Public During Construction**

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

**NOTE 7 - Property Note (Audit of Conditions)**

An inspection of the property to ascertain compliance with conditions will be undertaken twelve (12) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

**NOTE 8 - Duty to Notify of Environmental Harm**

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

**A P P E A L R I G H T S**

**"Chapter 6 Dispute Resolution**

**Part 1 Appeal Rights**

## 229 Appeals to Tribunal or P&E Court

- (1) Schedule 1 states -
- (a) matters that may be appealed to -
- (i) either a tribunal or the P&E Court; or
  - (ii) only a tribunal; or
  - (iii) only the P&E Court; and
- (b) the person -
- (i) who may appeal a matter (the **appellant**); and
  - (ii) who is a respondent in an appeal of the matter; and
  - (iii) who is a co-respondent in an appeal of the matter; and
  - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is -
- (a) for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or
- (b) for an appeal against a deemed refusal - at any time after the deemed refusal happens; or
- (c) for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or
- (d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or
- (e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...
- ...(g) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

*Note - See the P&E Court Act for the Court's power to extend the appeal period."*

### Background Information

The relevant background information to this application is as follows:

Application No: 030.2020.77.001	Assessment No: 10885	Keywords Index: AD6.6.2 & LG7.6.1
Assessing Officer:	Mitchell Hiscock GRADUATE PLANNING OFFICER DEVELOPMENT ASSESSMENT	
PART 1: APPLICATION		
Applicant:	Crank Diesel C/- Elizabeth Franklin Town Planning Services	
Owner:	Mr CD Ikin	
Site Address:	8-10 Forrest Street, Chinchilla	

Site Area:	4,047m <sup>2</sup>		
Real Property Description:	Lot 11 on RP14934		
Proposed Development:	Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation		
Level of Assessment:	Impact		
Type of Application:	Material Change of Use		
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1		
Zone:	Medium Impact Industry		
Precinct:	N/A		
Overlays:	<div><div><div>▪ Agricultural Land Classification</div><div>▪ Extractive Industry</div><div>▪ Flood Hazard</div></div><div><div>- Class A</div><div>- Petroleum Lease (PL 185), Authority to Prospect</div><div>- Low, High and Extreme</div></div></div>		
Pre-lodgement Meeting:	No		
Application Lodgement Date:	5 March 2020		
Properly Made Application:	Yes	Date: 10 March 2020	
Confirmation Notice Issued:	Yes	Date: 18 March 2020	
PART 3: INFORMATION REQUEST			
Information Request Issued:	Yes	Date: 27 March 2020	
Applicant's Response:	Yes	Date: 19 June 2020	
PART 4: PUBLIC NOTIFICATION			
Start Date:		Date: 29 June 2020	
Notice of Compliance Received:		Date: 21 July 2020	
Submissions:	Nil		
PART 5: DECISION PERIOD			
Date Commenced:	22 July 2020		
Decision Due Date:	28 August 2020		

## Report

### 1. Subject Site

The subject site, Lot 11 on RP14934, is located at 8-10 Forrest Street, Chinchilla and is 4,047m<sup>2</sup> in area. The property lies within the Medium Impact Industry Zone, and is impacted by the Agricultural Land Classification, Extractive Industry and Flood Hazard Overlays. The site is developed and contains an existing Dwelling House and Outbuilding. Forrest Street is a 4.5m wide bitumen sealed road connecting the site to the Warrego Highway from Edward and George Streets. The site is serviced by reticulated electricity, water and an on-site septic system.

The locality of "Downs Town" is a historic subdivision that was originally provided with basic infrastructure. Council, at its Ordinary Meeting held on 10 February 2020, considered a Report regarding the provision of infrastructure. This Report noted that due to the flooding impacts, Downs Town would be considered a "Low Amenity" Area. The Report discussed the custom requirements of development within this locality:

- "(a) Roadworks are to be provided to an 8m width, with a two-coat bitumen seal;
- (b) street lighting is not required; and
- (c) underground stormwater systems are not required."

Council's desired land use within the Downs Town area is Medium Impact Industry uses that are compatible with the low amenity resolution and potential flood impacts. Currently, within the Medium Impact Industry Zone are Dwelling Houses and various compliant and non-compliant industrial uses. Downs Town is bordered by Rural Zoned areas to the north and Recreation and Open Space Zones to the south, east and west. The township of Chinchilla is south-east of the site, separated by Charleys Creek.

## 2. Proposal

The applicant has submitted a Development Permit for a Material Change of Use to establish a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation on the site. The proposal is for a small-scale Motor Mechanic Workshop which will operate from a new industrial shed. The Workshop is proposed to be positioned centrally on the site with a Gross Floor Area (GFA) of 454m<sup>2</sup>, including a mezzanine level. The existing Dwelling House will remain as a Caretaker's Accommodation and existing Outbuilding will be demolished.

The area surrounding the proposed Workshop, including the car parking area will be concreted. The driveway access and heavy vehicle manoeuvring area will be constructed from a compacted gravel surface. The rear of the site will be left as a grassed undeveloped area that will retain natural contours. A 2m wide and 19m long landscaping strip is also proposed along the road frontage, exclusive of the proposed access.

Considering the "Low Amenity" resolution, stormwater quality and potential nuisance will be managed through on-site water tanks and a stormwater swale and bund. The swale and bund are designed to collect and filter stormwater and limit nuisance to neighbouring properties from the changed hydrology of the site. The earth bund will extend the entire width of the site and will filter stormwater from the Workshop and driveway prior to discharge to the undeveloped area at the rear of the property. The grassed swale will be located between the proposed gravel driveway and eastern boundary, approximately 6m wide and 40m long. The swale will filter stormwater from the gravel driveway prior to discharge to Forrest Street. Rainwater tanks are proposed to capture stormwater from the proposed Workshop shed. The proposed on-site stormwater management aims to maintain the required quality and quantity of stormwater discharge, considering the lack of Council stormwater infrastructure.

The applicant has provided development strategies that respond to the potential impacts of the Flood Hazard Overlay. A flood water automated roller door opening system will be installed to maintain flood conveyance and capacity through the site in a flood event. Potential pollutants are proposed to be stored on the flood free mezzanine level or removed from the site prior to flood impact. The proposal does not increase the number of people at risk of flooding, as the owner of the property will be the sole trader of the business and the lot contains an existing Dwelling.

A Flood Emergency Evacuation Plan has been prepared in support of the application. The Plan includes an assessment of the local characteristics, flood hazard risk, risk assessment, early warning services, evacuation plans and contingency plans. The primary strategy of the Plan is focused on early warning and preparedness, safe evacuation of people and property, securing potential pollutants above the flood hazard and contingency plans in the event safe evacuation is not an option. The strategy will need to be updated periodically to maintain relevance to the existing flood hazard.

### ASSESSMENT MATTERS

The proposed development was assessed against the following assessment benchmarks:

- Western Downs Planning Scheme 2017 incorporating Amendment 1
  - Medium Impact Industry Zone Code
  - Flood Hazard Overlay Code
  - Natural Resources Overlay Code
  - Accommodation Activities Code
  - Infrastructure Services Code
  - Transport, Access and Parking Code

The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exceptions listed below:



Assessment Benchmark	Reasons for the Approval Despite Non-compliance with Benchmark
<b>Medium Impact Industry Zone Code</b>	
<b>AO5.1</b> Landscaping with a minimum width of 2 metres is provided to all road frontages.	<b>Alternative Solution</b> <p>The proposal does incorporate a 2m wide landscaping strip for the majority of the Forrest Street frontage. The section that will not be landscaped will function as a grassed stormwater swale.</p> <p>The proposal provides adequate landscaping and will contribute to the character and amenity of the local area.</p>
<b>AO9.1</b> Medium-impact industry land uses are separated a minimum of 250 metres from an accommodation activity or land in a Residential zone category.  Note - "accommodation activity" in this instance is taken to exclude a Caretaker's accommodation, where integral and subservient to a lawful industrial land use.	<b>Alternative Solution</b> <p>The proposed development is located within 250m of Dwelling Houses in Forrest Street. The Medium Impact Industry use is not expected to create any negative externalities to nearby Dwellings. However, the development will be conditioned to mitigate any potential noise, odour, smoke or other particulate emissions, or otherwise, subject to compliance action.</p> <p>The proposal is considered to have met the Performance Outcome.</p>
<b>Flood Hazard Overlay Code</b>	
<b>AO1</b> The processing or storage of dangerous goods or hazardous materials is:  (a) not undertaken in a flood hazard area on Flood hazard overlay maps (OM-004); or  (b) is located above the defined flood level plus 300mm freeboard.	<b>Alternative Solution</b> <p>The Flood Emergency Evacuation Plan details the process of early warning and preparedness to ensure any potential contaminants, including fuels, oil and objects are removed from the site or raised above the flood level onto the mezzanine floor.</p> <p>It is the responsibility of the Site Manager to ensure the processes in the Plan are understood and followed in a flood event. The Plan will be updated every 2 years to ensure the Plan maintains relevance to the flood risk.</p> <p>The proposal is considered to meet the Performance Outcome.</p>
<b>AO2</b> Design levels for <i>buildings</i> must comply with the flood immunity standards specified in <b>Table 8.2.4.2</b> and <b>Table 8.2.4.3</b> where within a flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b> .	<b>Alternative Solution</b> <p>The Category C buildings on-site are designed below the 100 ARI flood level. It is considered that during and following a flood event, community infrastructure will not be impacted by the inundation of the buildings on-site.</p> <p>The proposal is considered to meet the Performance Outcome.</p>

Assessment Benchmark	Reasons for the Approval Despite Non-compliance with Benchmark
Flood Hazard Overlay Code (Cont'd)	
<p><b>AO3.1</b></p> <p>Uses within the following <i>Activity groups</i> are not located within an Extreme flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b>:</p> <ul style="list-style-type: none"> <li>(a) <i>Accommodation activities</i>;</li> <li>(b) <i>Business activities</i>;</li> <li>(c) <i>Centre activities, Community activities or Entertainment activities</i>, except where for a <i>Club</i> with a maximum gross floor area of 100m<sup>2</sup>;</li> <li>(d) <i>Industry activities</i>;</li> <li>(e) <i>Rural activities</i>, except where for <i>animal husbandry, cropping, and permanent plantation</i>.</li> </ul> <p><b>AO4.1</b></p> <p><i>Buildings</i>, including extensions to existing <i>buildings</i> are:</p> <ul style="list-style-type: none"> <li>(a) not located within an Extreme flood hazard area on <b>Flood hazard overlay maps (OM-004)</b>; or</li> <li>(b) elevated above the <i>defined flood level</i>; and elevated above the <i>defined flood level</i> plus 300mm freeboard where for <i>habitable rooms</i> within a <i>dwelling</i>.</li> </ul> <p><b>AO4.2</b></p> <p>All <i>building work</i> must be high set (comprising pier and beam construction) and retains the flood storage and conveyance capacity of the premises.</p> <p><b>PO5</b></p> <p>Flood risk management minimises the impact on property and appropriately protects the health and safety of persons at risk of Extreme flood hazard, and:</p> <ul style="list-style-type: none"> <li>(a) indicates the position and path of all safe evacuation routes off the site; and</li> <li>(b) if the site contains or is within 100 metres of a flood hazard area, hazard warning signage and depth indicators are provided at key hazard points, such as at floodway crossings.</li> </ul>	<p><b>Alternative Solution</b></p> <p>The proposed Workshop will not be raised above the defined flood level. The Medium Impact Industry Use will ensure low numbers of people will be on-site, as one permanent employee and small numbers of customers are expected per day. A Flood Emergency Evacuation Plan has been prepared that will be administered by the property owner/business operator. The Plan highlights key evacuation procedures, emergency kits and key emergency contact numbers. The Plan will be updated every 2 years to ensure the processes are relevant and understood by the site manager.</p> <p>In the event of a flood, all people on-site will be evacuated to the Chinchilla Golf Course. Key flood hazard indicators and warning systems include local creek crossing indicators, the local radio and tv stations. The Evacuation Route will be visible to all on-site. A Visitor's Register and emergency kit will be kept on-site.</p> <p>The proposed Workshop and existing Caretaker's Residence are impacted by Extreme Flood Hazard. The property owner understands the risk associated to on-site assets from flood impacts. It is considered that the Workshop is an acceptable development and does not increase the flood hazard to persons associated with the use. A flood water automated door opening system will maintain the hydrological function of the site in a flood event. This will ensure flood conveyance and capacity are maintained. All equipment that poses a risk to people, property and the environment from carriage or pollution in a flood event will be secured on-site, moved to the flood free mezzanine level or removed from the site.</p>

<p><b>AO8.2</b></p> <p>Where for business activities or industry activities buildings the minimum floor level supporting the following elements of the development must be located above the defined flood level plus 300mm freeboard:</p> <ul style="list-style-type: none"> <li>(a) administrative areas;</li> <li>(b) utilities, plant and equipment associated with the <i>building</i>.</li> </ul> <p><b>AO8.3</b></p> <p>All <i>building work</i> below the <i>defined flood level</i> must be high set (comprising pier and beam construction) and retains the flood storage and conveyance capacity of the premises.</p> <p><b>PO9</b></p> <p>Flood risk management minimises the impact on property and appropriately protects the health and safety of persons at risk of High flood hazard, and:</p> <ul style="list-style-type: none"> <li>(a) indicates the position and path of all safe evacuation routes off the site; and</li> <li>(b) if the site contains or is within 100 metres of a flood hazard area, hazard warning signage and depth indicators are provided at key hazard points, such as at floodway crossings.</li> </ul>	
<p><b>AO4.3</b></p> <p>New <i>buildings</i> are provided with flood free pedestrian and vehicle evacuation access between the <i>building</i> and a flood safe accessible road.</p> <p><b>AO8. 5</b></p> <p>New <i>buildings</i> are provided with flood safe pedestrian and vehicle evacuation access between the <i>building</i> and a flood safe accessible road.</p>	<p><b>Alternative Solution</b></p> <p>The entire site lies within Low, High and Extreme Flood Hazard Areas. Flood free pedestrian and vehicular access between the proposed Workshop and Forrest Street is not possible.</p> <p>The Flood Emergency Evacuation Plan will ensure all people on-site are evacuated to a flood free area prior to flood impact. A Visitor's Register and emergency kit will be kept on-site. The Evacuation Route will be visible to all on-site and safe evacuation to the Chinchilla Golf Club will occur prior to a flood event.</p> <p>In the event of a flood, Charleys Creek rises predictably slow allowing time for safe evacuation. The Evacuation Plan has considered potential risks and worst-case scenarios and provided contingency plans accordingly. The Flood Emergency Evacuation Plan will be updated every 2 years and will be subject to compliance to ensure flood risk to people and property are managed effectively.</p>

Accommodation Activities Code	
<b>AO12.1</b>  <i>Caretaker's accommodation</i> comprises a dwelling with a maximum gross floor area of 100m <sup>2</sup> .	<b>Alternative Solution</b>  The existing Dwelling House only incorporates a small area of the total site. The existing Dwelling has a total roof area of 109m <sup>2</sup> and the GFA within that is likely less than 100m <sup>2</sup> .  It is considered the proposed Caretaker's Accommodation will not impact the role, function or operation of the Medium Impact Industry Zone.
<b>AO12.2</b>  <i>Caretaker's accommodation</i> must be located where non- residential activities are carried out on the site and the use has a demonstrated need for a caretaker to be on site on a permanent basis.	<b>Alternative Solution</b>  The existing Dwelling House and proposed Caretaker's Accommodation are located towards the frontage of the site, whereas the proposed Workshop is located towards the middle and rear of the site.  It is considered appropriate for a Caretaker to reside on-site on a permanent basis due to the small scale nature of the proposal. A Caretaker on-site would also improve security of the locality, providing casual surveillance opportunities.
Transport, Access and Parking Code	
<b>AO7</b>  Bicycle parking is to be provided in accordance with the requirements identified in Australian Standards AS2890.3 and AUSTROADS Guide to Traffic Management Part 11: Parking	<b>Alternative Solution</b>  Bicycle storage demand is not expected considering the proposed use of the site. Therefore, in this instance, bicycle parking is not required.
Infrastructure Services Code	
<b>AO3</b>  Development is provided with stormwater infrastructure in accordance with <b>SC6.2 – Planning Scheme Policy 1 – Design and Construction Standards</b> .	<b>Alternative Solution</b>  Council does not intend to service the local area with underground stormwater infrastructure due to the limited fall available to effectively operate such infrastructure. On-site stormwater will be managed through above ground swale drain and earth bund to manage the quality of discharge to the receiving environment.  The proposed swale and earth bund will absorb stormwater on-site, filtering the stormwater through the earth bunds. The swale and bund will also prevent potentially polluted stormwater from entering neighbouring properties. The development will be conditioned to maintain the infrastructure in accordance with the Approved Plans.  The use of the site will ensure minimal risk for potential pollutants to enter the receiving environment. Spill kits will be provided on-site in the event of a spill.  The proposal is therefore considered to comply with the Performance Outcome.

## REPORT

### Assessment

#### (a) Strategic Plan

##### ▪ Western Downs Planning Scheme 2017 incorporating Amendment 1

Under the current Scheme, development within a High or Extreme Flood Hazard Area is Impact Assessable development. As such, the below table highlights the applicable sections in the Strategic Plan that the development was assessed against:

3.2 Strategic Intent	Officer's Comments
<p><b>3.2.2 Opportunities and Challenges</b></p> <p>(1) The following opportunities and challenges are the most significant issues expected to define future development within the region (but are not limited to), and set out the key matters the Strategic Plan and/or Planning Scheme as a whole seek to address.</p> <p><b>3.2.2.5 Natural Hazards and Climate Change</b></p> <p>(1) Flood is a natural hazard facing urban and non-Urban areas in the Western Downs and represents a constraint to the development of existing Urban areas including Dalby, Chinchilla, Miles, Tara and Jandowae. Flood hazard also limits the urban expansion options for many Urban areas.</p>	<p>The subject site lies within the High and Extreme Flood Hazard Overlay Areas. This significant constraint has influenced the land use zoning of the surrounding area and design requirements for the proposed development. As such, Council has zoned the area Medium Impact Industry to attract uses that reduce the number of people in the Extreme Flood Hazard Area; and can withstand and recover quickly following a flood event. Development in the Flood Hazard Area must also incorporate design features that are resilient to the flood hazard.</p> <p>The applicant has provided a design and Flood Emergency Evacuation Plan that will ensure flood resilience and safe evacuation of the site to limit the potential risk to people and property.</p>
3.3 Livable Communities and Housing	Officer's Comments
<p><b>3.3.1 Strategic Outcomes</b></p> <p>(11) The health, wellbeing and safety of the community are fundamental elements of the identity and character of the communities of the Western Downs. All residents, both temporary and permanent, participate in the rich community life of the region and generate high levels of social capital that promotes community cohesion.</p> <p><b>3.3.7 Element - Safe Communities</b></p> <p><b>3.3.7.1 Specific Outcomes</b></p> <p>(1) Development is designed and located to minimise the risk to human safety from natural hazards such as bushfire, flooding or landslide.</p>	<p>The proposed use as a small-scale Medium Impact Industry will ensure that low numbers of people will be on-site at any one time. The applicant has provided a safe evacuation procedure that will ensure all people on-site will be evacuated prior to a significant flood event. The Evacuation Plan will be updated every 2 years to maintain relevance to the flood risk. The Flood Emergency Evacuation Plan includes a Visitor's Register, emergency kit, and an evacuation route to the Chinchilla Golf Club, and a list of emergency contacts. Potentially hazardous materials on-site will be moved to a safe Flood Hazard Area or tied down securely on-site, prior to a flood event.</p>

3.7 Safety and Resilience to Hazards	Officer's Comments
<p><b>3.7.1 Strategic Outcomes</b></p> <p>(2) The potential impacts of climate change and natural hazards can have detrimental impacts to our region's communities. The location, scale and intensity of development are considered in all land use decisions to minimise the exposure of people and property to natural hazards.</p> <p>(5) Development involving storage and disposal of hazardous materials and hazardous chemicals, dangerous goods and flammable or combustible substances, is to be located and managed to avoid and mitigate potential adverse impacts on surrounding uses, and minimise the health and safety risks to communities and individuals.</p> <p><b>3.7.2 Element - Natural Hazards</b></p> <p><b>3.7.2.1 Specific Outcomes</b></p> <p>(3) The risk of loss of life and property due to flood hazards, including that associated with a greater frequency of extreme weather events and increased rainfall intensities as a result of climate change is minimised.</p>	<p>Medium Impact Industry is a use that is more suited to the Flood Hazard Area. People and equipment can be evacuated quickly reducing the potential risk to human health and property. The scale of development on-site is appropriate, maintaining flood conveyance and capacity. Potential pollutants will be stored on the mezzanine level or removed from the site in a flood event. The applicant has been conditioned to update the Flood Emergency Evacuation Plan every 2 years to maintain relevance to the flood risk.</p>

**(b) Zone Code**

▪ **Medium Impact Industry Zone Code**

The subject site is located within the Medium Impact Industry Zone under the Western Downs Planning Scheme 2017 incorporating Amendment 1. The Medium Impact Industry Zone supports a wide range of industrial uses that do not compromise the future use of premises for industrial activities. This specific proposal for a Medium Impact Industry is a development type that is supported within this Zone. However, non-compliance with the Acceptable Outcome for proximity to existing residential uses and landscaping, required assessment against the Performance Outcome. It has been determined, considering the character of the local area, that the proposal meets the intent of the Medium Impact Industry Zone Code.

**(c) Overlays**

▪ **Natural Resources Overlay Code**

The site is identified as Class A Agricultural Land and Extractive Industry (APT and PL) Area. However, the subject site is in an Industrial Zone and therefore the Natural Resources Overlay Code is not applicable.

▪ **Flood Hazard Overlay Code**

The subject site and surrounding local area are impacted by the Flood Hazard Overlay. Development within the Overlay must maintain the hydrological function of the land and must not increase the risk of flood impacts to people or property. The development is considered to meet the applicable Performance Outcomes and purpose of the Overlay Code, considering the use of the site, adaptive design features and flood management procedures.



**(d) Development Codes**

▪ **Infrastructure Services Code**

The risk to infrastructure from potential flood hazard has resulted in a "low amenity" resolution by Council. As such, the stormwater infrastructure requirements in the Planning Scheme Policy do not apply. Alternatively, stormwater management will focus on maintaining existing overland flow paths and good quality stormwater discharge. The applicant has demonstrated in the Stormwater Management Plan how these objectives will be met.

▪ **Transport, Access and Parking Code**

The proposal provides adequate access, manoeuvring and parking to service the site appropriately. Council's "Low Amenity" resolution requires developers to contribute to the upgrade of road infrastructure in Downs Town. As such, the development has been conditioned to construct external roadworks in consultation with Council along the full frontage of the subject site.

**Public Notification**

The application for a Material Change of Use to establish a Medium Impact Industry on a site mapped as Extreme Flood Hazard Category is Impact Assessable in the Western Downs Planning Scheme 2017 incorporating Amendment 1.

As a result, the applicant undertook Public Notification in accordance with the Planning Regulation 2017 and the Development Assessment Rules. The applicant:

- published a notice in the Chinchilla News on 25 June 2020;
- placed a notice on the frontage of the land from 26 June 2020 until 20 July 2020; and
- posted letters to adjoining land owners on 24 June 2020.

During the Comment Period of the public notification, no submissions were received in relation to the proposed development.

Consultation (Internal/External)

**Internal**

Council's Consultant Development Engineer has assessed the development application and provided advice and recommended conditions of approval where applicable.

Council's Planning and Environment Manager and Principal Planner have reviewed the Report and provided comments where necessary.

Legal/Policy Implications (Justification if applicable)

An applicant may elect to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

**"Chapter 6 Dispute Resolution**

**Part 1 Appeal Rights**

**229 Appeals to Tribunal or P&E Court**

(1) Schedule 1 states -

(a) matters that may be appealed to -

- (i) *either a tribunal or the P&E Court; or*
  - (ii) *only a tribunal; or*
  - (iii) *only the P&E Court; and*
- (b) *the person -*
  - (i) *who may appeal a matter (the **appellant**); and*
  - (ii) *who is a respondent in an appeal of the matter; and*
  - (iii) *who is a co-respondent in an appeal of the matter; and*
  - (iv) *who may elect to be a co-respondent in an appeal of the matter.*
- (2) *An appellant may start an appeal within the appeal period.*
- (3) *The **appeal period** is -*
  - (a) *for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or*
  - (b) *for an appeal against a deemed refusal - at any time after the deemed refusal happens; or*
  - (c) *for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or*
  - (d) *for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or*
  - (e) *for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...*
  - ...(g) *for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.*

*Note - See the P&E Court Act for the Court's power to extend the appeal period."*

#### Budget/Financial Implications

Nil

#### **Conclusion**

The proposal for a Medium Impact Industry (Motor Mechanic Workshop) and Caretaker's Accommodation on land described as Lot 11 on RP14934 has been assessed in accordance with the *Planning Act 2016* (the Act) and has satisfied the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. The application was Impact Assessable due to the Extreme Flood Hazard of the site. Performance Outcomes were sought to respond to site constraints relating to flooding, stormwater infrastructure and proximity to sensitive land uses. It has been determined the proposal complies with the purpose of the Flood Hazard Overlay, considering flood capacity and potential risk to people and property. It is recommended that the application be approved subject to compliance with the attached conditions and Infrastructure Charges Notice, applied in accordance with the Act and Council's Infrastructure Charges Resolution.

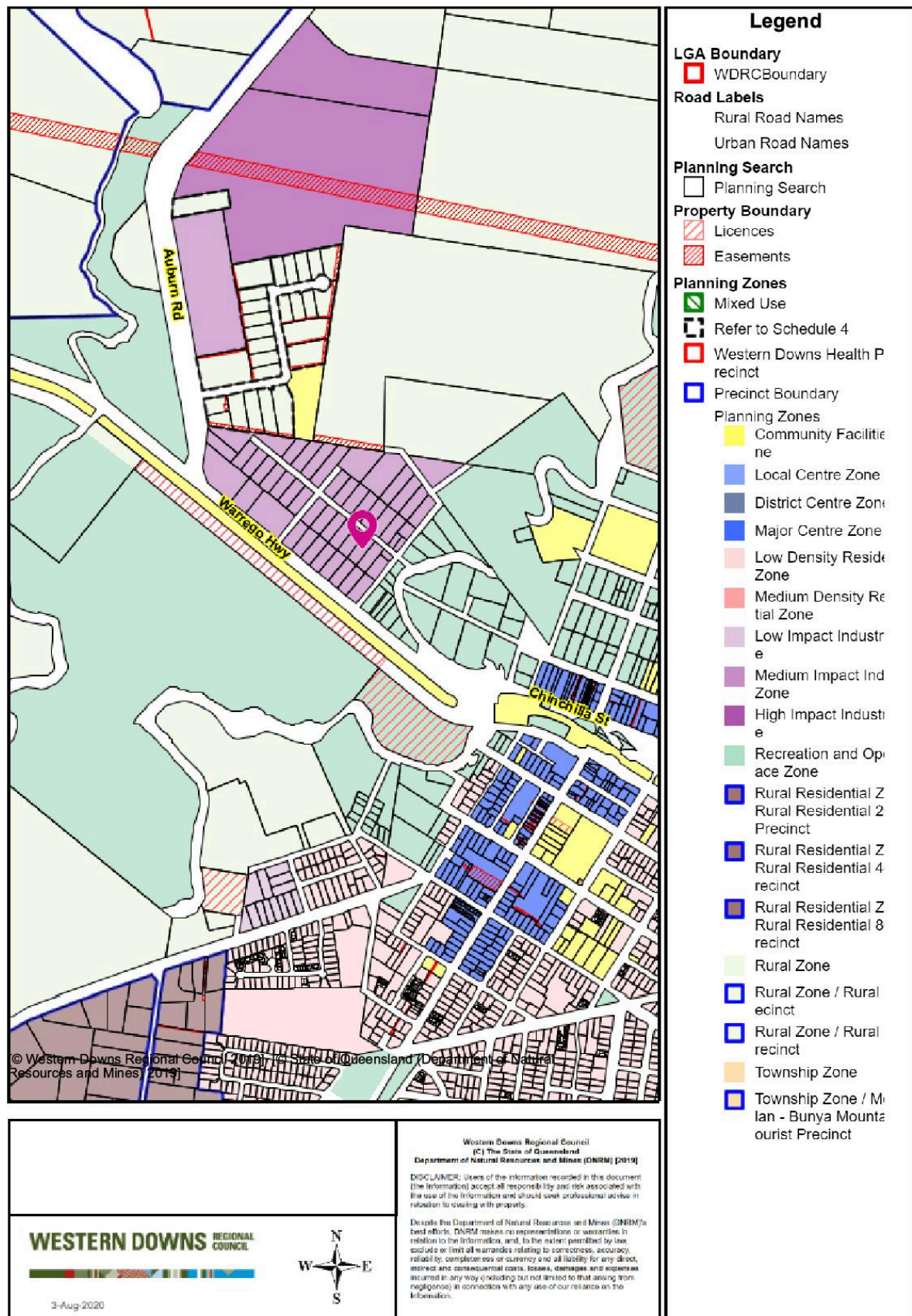
**Attachments**

1. Locality Plans
2. Proposal Plans
3. Proposed Flood Emergency Evacuation Plan
4. Infrastructure Charges Notice

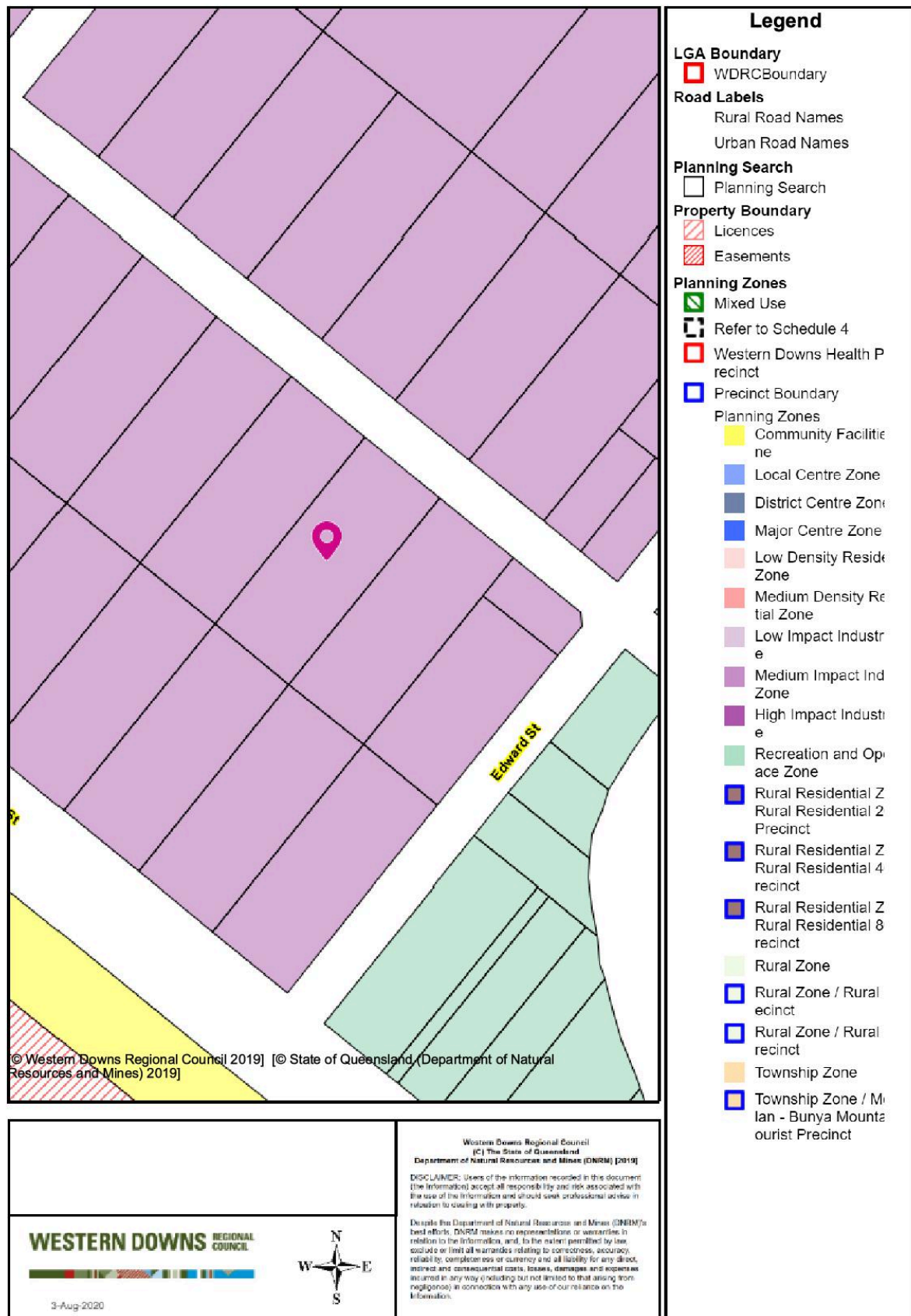
**Authored by:** M Hiscock, GRADUATE PLANNING OFFICER DEVELOPMENT ASSESSMENT

## Attachment 1 - Locality Plans

### Locality Plan

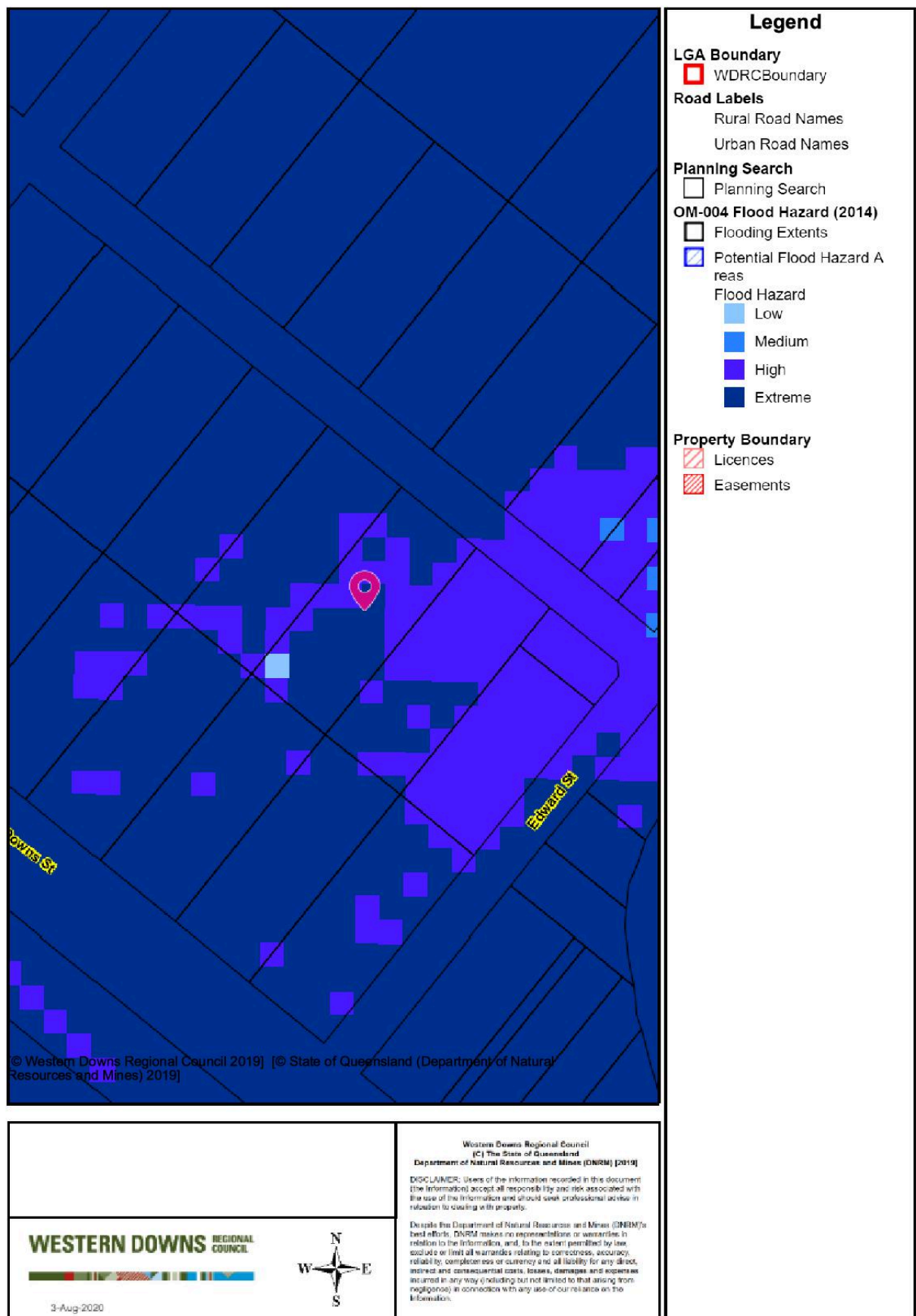


## Zoning Map of site in Western Downs Planning Scheme 2017 incorporating Amendment 1





## Flood Hazard Overlay Plan





# SITE COVERAGE DETAILS

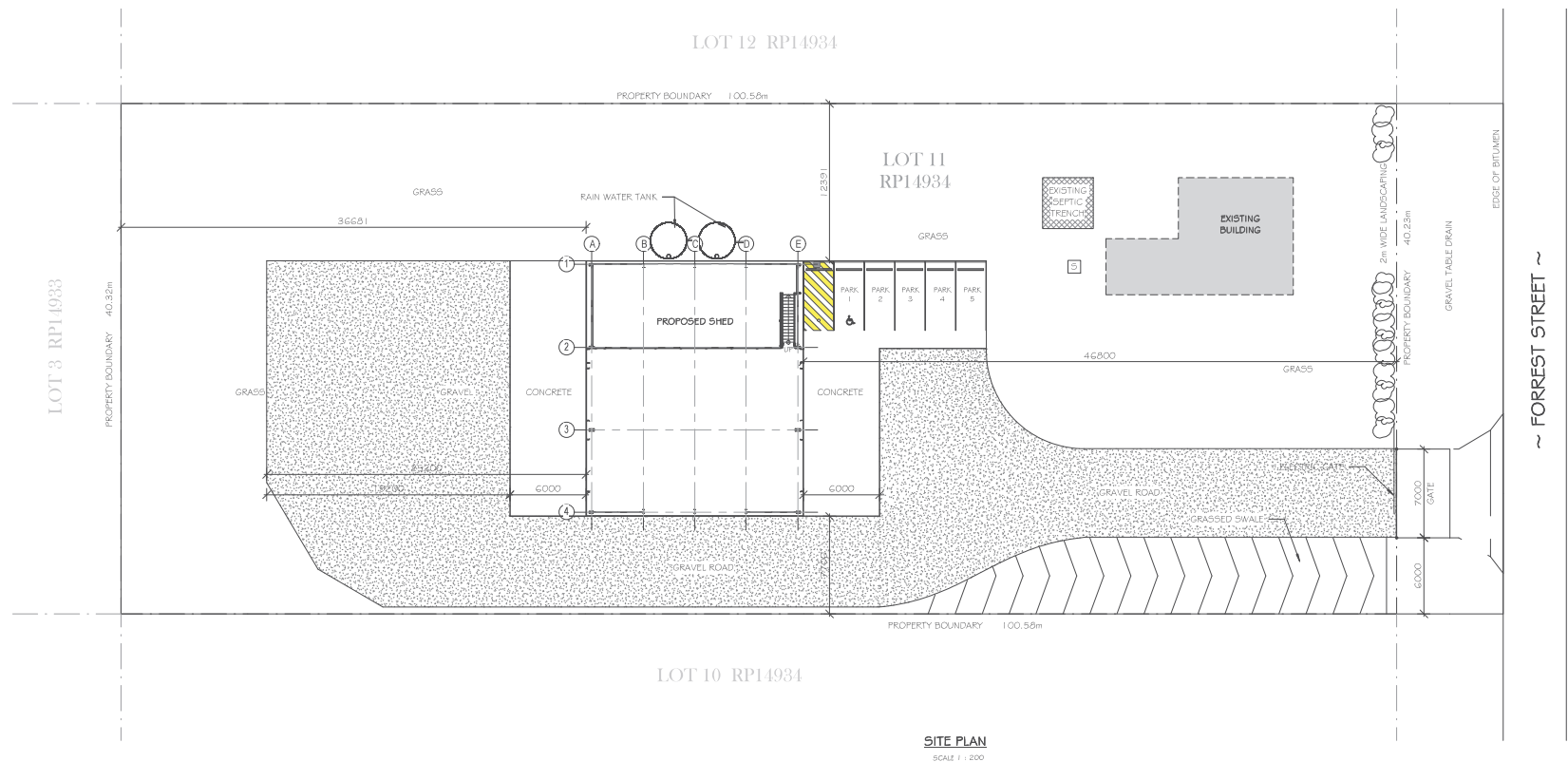
SITE AREA	: 4046.9m²
EXISTING RESIDENCE	: 109.0m²
PROPOSED WORKSHOP	: 345.0m²
TOTAL BUILDING AREA	: 454.0m²
IMPERVIOUS DRIVEWAY AREA	: 1390.5m²
SITE COVER	: 11.2% BLD
TOTAL SITE COVER	: 44.8% BLD+DRIVE

PARKING	
MEDIUM IMPACT 1/ EMPLOYEE	= 1
INDUSTRY 1/ 100m² GFA (345.0m²)	= 4

TOTAL PARKS REQUIRED = 5

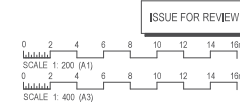
TOTAL PARKS PROVIDED = 5

CARPARKING DESIGNED IN ACCORDANCE WITH TOWN PLAN.



SITE PLAN

SCALE 1 : 200



Issue Status/Amendment	Date
E DEVELOPMENT APPLICATION ISSUE	22.07.20
D DEVELOPMENT APPLICATION ISSUE	16.06.20
C DEVELOPMENT APPLICATION ISSUE	27.02.20
B DEVELOPMENT APPLICATION ISSUE	07.02.20
A ORIGINAL ISSUE	30.10.19



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Fax : (07) 4698 9851  
**ROMA:**  
24 Quinn Street, Roma Qld. 4455  
Telephone : (07) 4822 3799  
Fax : (07) 4822 3941  
**WARRILL**  
11 The Esplanade, Warrill Qld. 4455  
Telephone : (07) 4636 4100  
Fax : (07) 4636 4396

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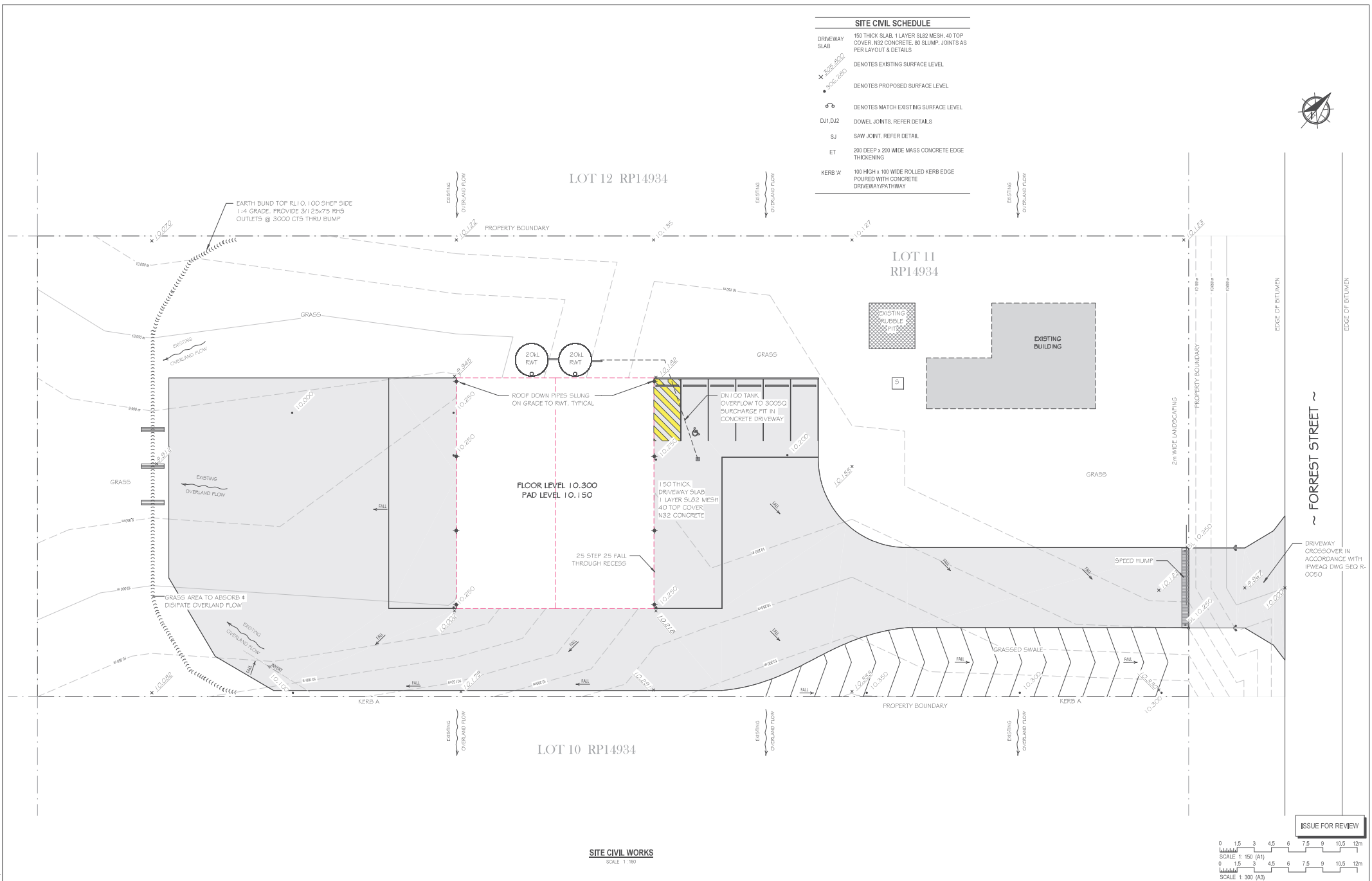
LOT 11 on RP14934 ~ No. 8-10 FORREST STREET, CHINCHILLA





Page 339 of 501

Designed	CJL	Checked	CJL
Drawn	KMW	Checked	CJL
Approved			
			
RREQ 17113			
22/07/2020			

## SITE PLAN / LANDSCAPING PLAN

Job Number	Drawing Number	Issue
201011	20101101	E
Number 01 of 05 Drawings	Full Size A1	



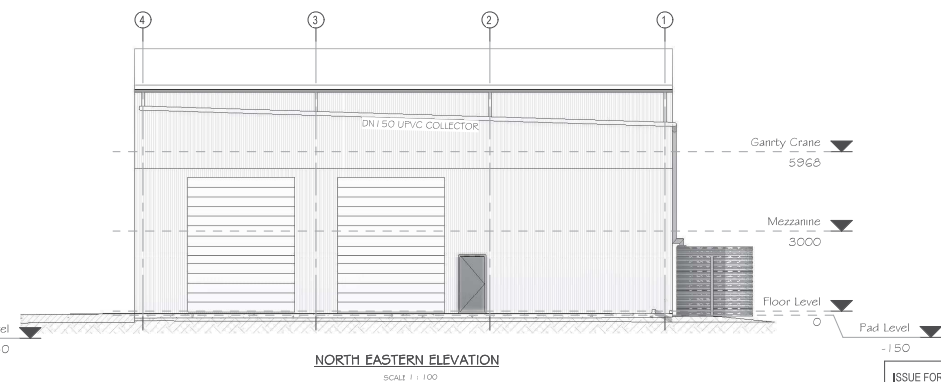
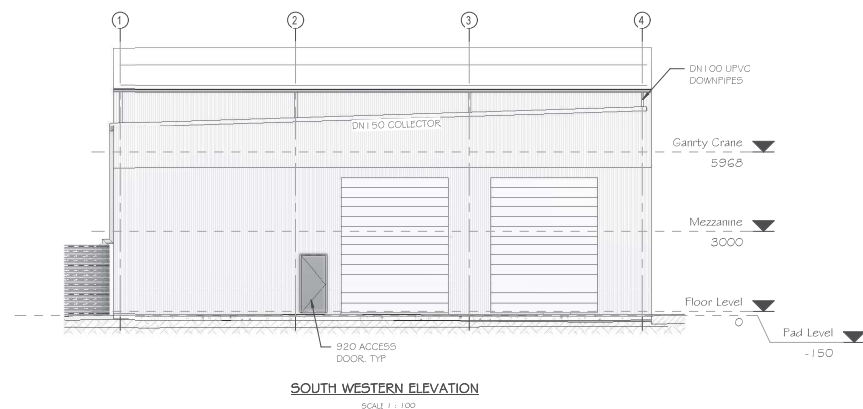
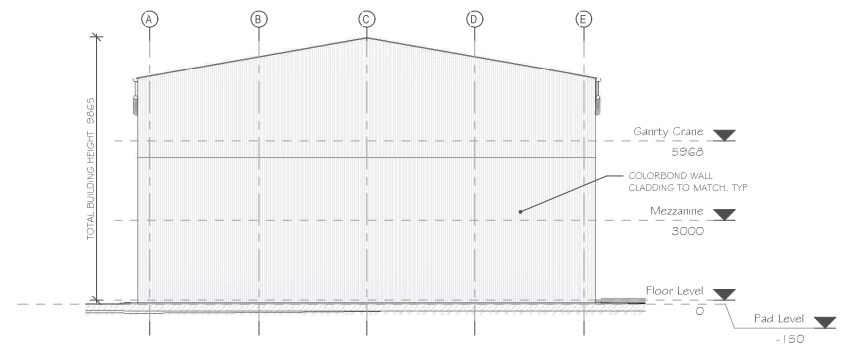
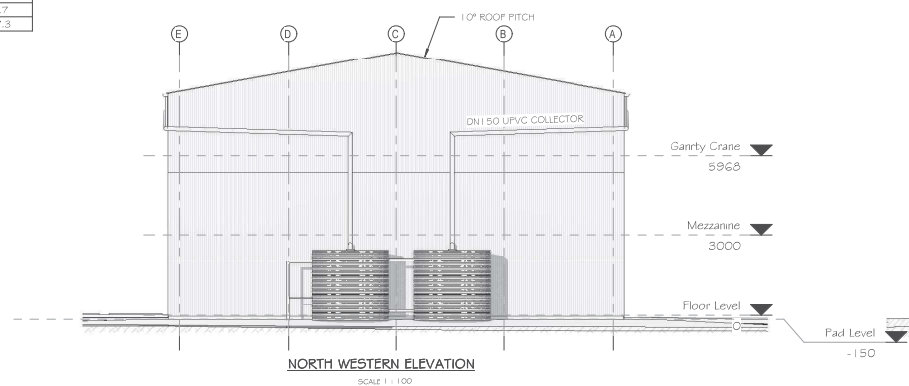
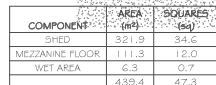
	Issue Status/Amendment	Date	<div><p><b>CHINCHILLA (HEAD OFFICE):</b> 9 Colamba Street, Chinchilla Qld. 4413 Telephone: (07) 4698 9351 Fax: (07) 4698 9851</p><p><b>ROMA:</b> 21 Gaudin Street, Roma Qld. 4455 Telephone: (07) 4622 3789 Fax: (07) 4622 2041</p><p><b>Page 340 of 501</b></p><p>Telephone: (07) 4698 4100 Fax: (07) 4698 4300</p><p><i>personal professional practical</i></p></div>	<div><p><b>CHRIS SKIN</b></p><p><b>PROPOSED SHED</b></p><p><b>LOT 11 on RP14934 - No. 8-10 FORREST STREET, CHINCHILLA</b></p><p>Information contained within this drawing and any associated drawings or intellectual property are subject to the copyright act &amp; shall remain the property of B&amp;A. The information is relevant to the project described and shall not be reproduced in part or full for any other project without express written approval from B&amp;A.</p></div>	<table><tr><td>Designed</td><td>C.J.L</td><td>Checked</td><td>C.J.L</td></tr><tr><td>Drawn</td><td>K.M.W</td><td>Checked</td><td>C.J.L</td></tr><tr><td>Approved</td><td colspan="3"> J. Nathan RP101 17/15</td></tr><tr><td colspan="4">22/07/2020</td></tr></table>	Designed	C.J.L	Checked	C.J.L	Drawn	K.M.W	Checked	C.J.L	Approved	 J. Nathan RP101 17/15			22/07/2020				<div><p><b>SITE CIVIL WORKS / STORMWATER MANAGEMENT</b></p><table><tr><td>Job Number</td><td>Drawing Number</td><td>Issue</td></tr><tr><td><b>201011</b></td><td>20101102</td><td><b>E</b></td></tr><tr><td>Number 02 of 05 Drawings</td><td colspan="2">Full Size A1</td></tr></table></div>	Job Number	Drawing Number	Issue	<b>201011</b>	20101102	<b>E</b>	Number 02 of 05 Drawings	Full Size A1	
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Drawn	K.M.W	Checked	C.J.L																												
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22/07/2020																															
Job Number	Drawing Number	Issue																													
<b>201011</b>	20101102	<b>E</b>																													
Number 02 of 05 Drawings	Full Size A1																														

ALL DIMENSIONS TO BE  
CHECKED AND VERIFIED BY  
BUILDER PRIOR TO  
COMMENCEMENT OF ANY  
BUILDING WORK.

BUILDING TO BE PROTECTED  
FROM TERMITES IN  
ACCORDANCE WITH AS 3660.1.  
(QUEENSLAND)

STORMWATER TO DISCHARGE  
TO STREET KERB & CHANNEL

ALL ELECTRICAL SWITCH  
BOARDS, MOTORS & A/C UNITS  
TO BE MOUNTED AT MEZZANINE  
FLOOR LEVEL.



	Issue Status/Amendment	Date
E	DEVELOPMENT APPLICATION ISSUE	22.07.20
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8 Colamba Street, Chinchilla Cld. 4413  
Telephone: (07) 4658 9351  
Fax: (07) 4658 9851

**ROMA:**  
24 Cumlin Street, Roma Cld. 4455  
Telephone: (07) 4622 3799  
Fax: (07) 4622 2041


**TORONTO:**  
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Telephone: (416) 4636 4100  
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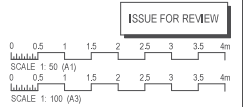
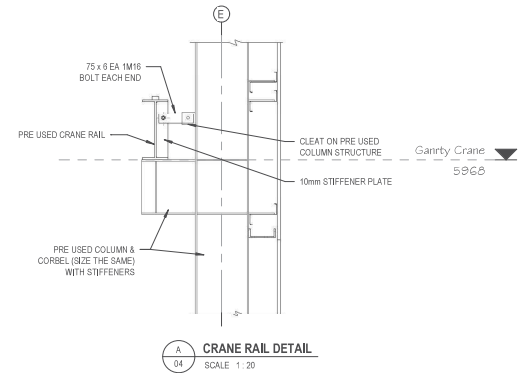
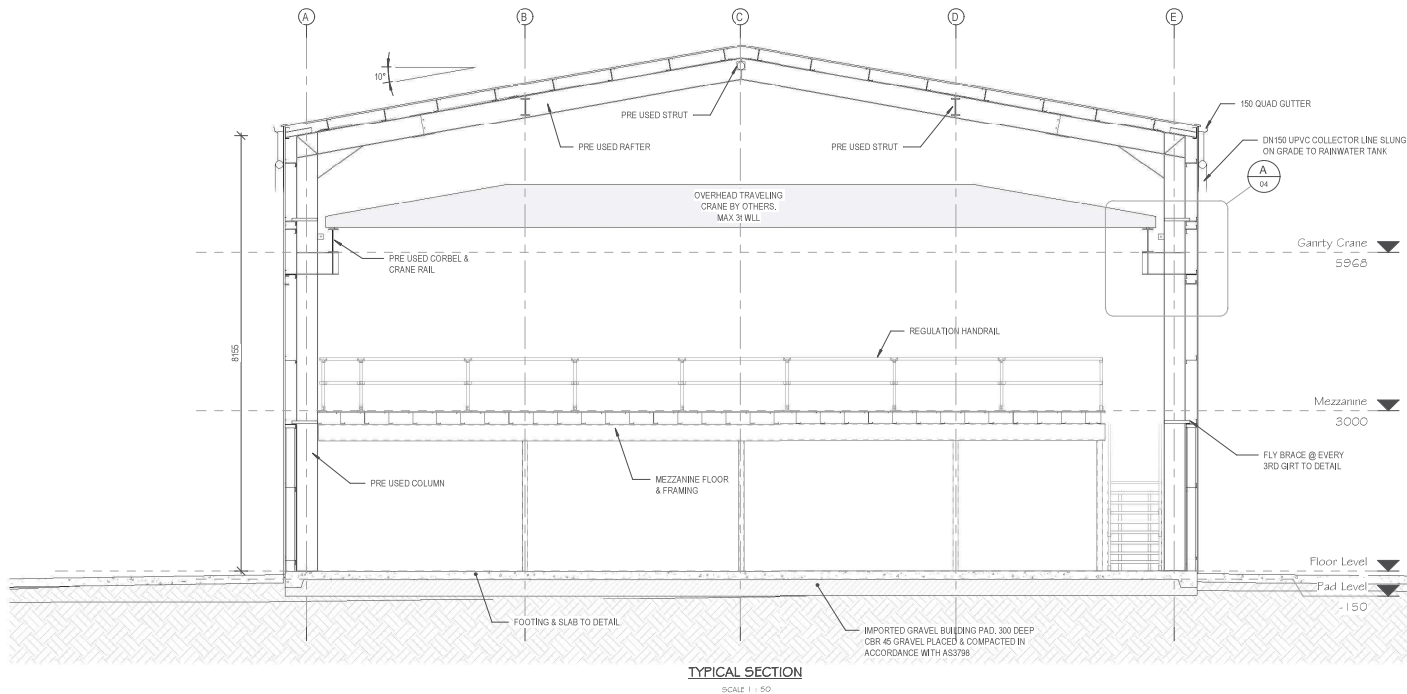
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Approved  RFEQ 17113 22/07/2020			

## FLOOR PLAN &amp; ELEVATIONS

Job Number <b>201011</b>	Drawing Number <b>20101103</b>	Issue  <b>E</b>
Number 03 of 05 Drawings	Full Size A1	



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E DEVELOPMENT APPLICATION ISSUE	22.07.20
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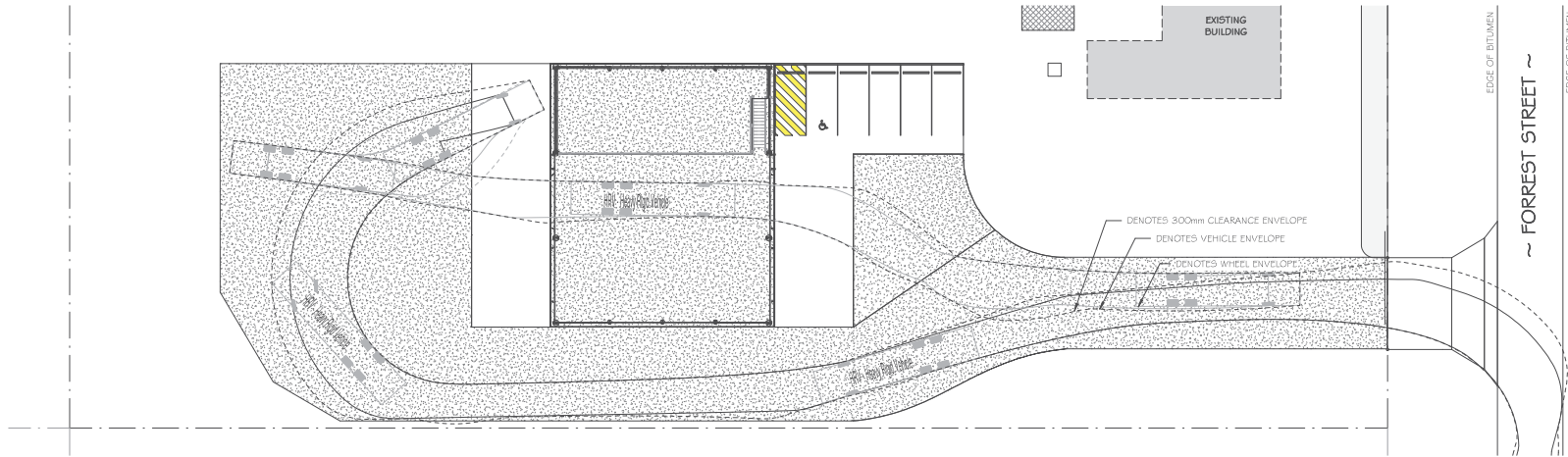
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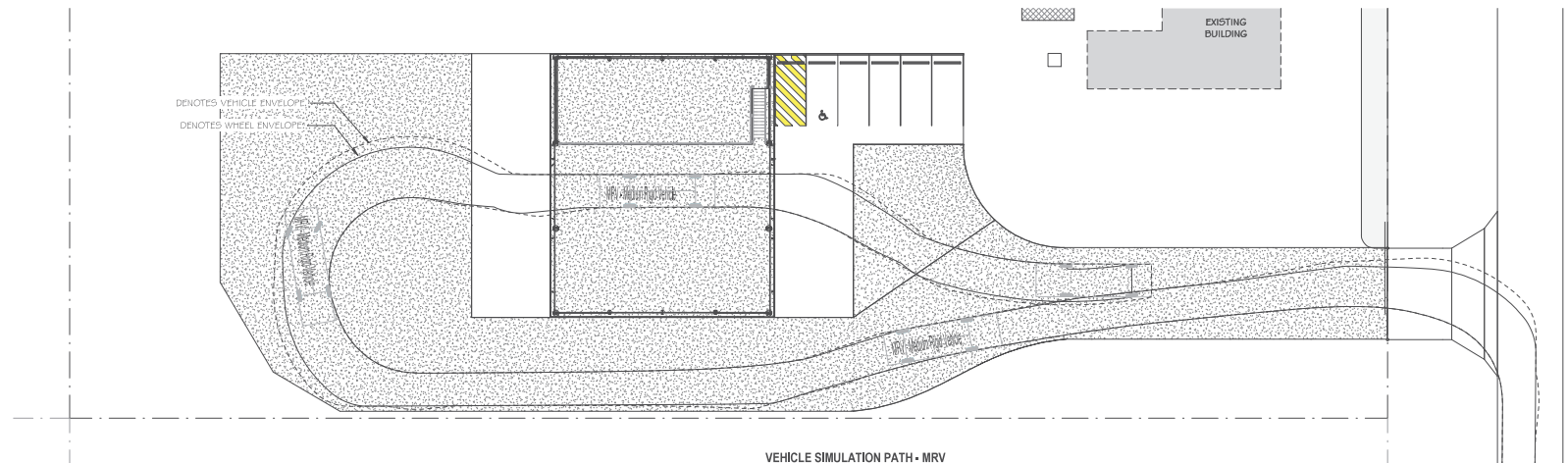
Designed CJL	Checked CJL
Drawn KMW	Checked CJL
Approved 	
22/07/2020	

## SECTIONS

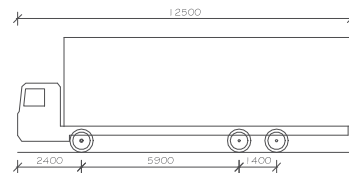
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201011	20101104	E
Number 04 of 05 Drawings	Full Size A1	



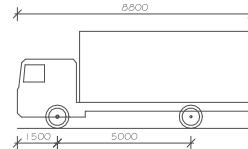
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SCALE: 1:200



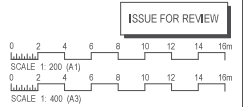
VEHICLE SIMULATION PATH - MRV  
SCALE: 1:200



**HRV - HEAVY RIGID VEHICLE**  
OVERALL LENGTH 12,500mm  
OVERALL WIDTH 2,500mm  
OVERALL BODY HEIGHT 4,300mm  
MIN BODY GROUND CLEARANCE 0.417m  
TRACK WIDTH 2,500mm  
LOCK TO LOCK TIME 6.00sec  
KERB TO KERB TURNING RADIUS 12,500mm



**MRV - MEDIUM RIGID VEHICLE**  
OVERALL LENGTH 8,500mm  
OVERALL WIDTH 2,500mm  
OVERALL BODY HEIGHT 3,633mm  
MIN BODY GROUND CLEARANCE 0.428m  
TRACK WIDTH 2,500mm  
LOCK TO LOCK TIME 4.00sec  
KERB TO KERB TURNING RADIUS 10,000mm



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Fax : (07) 4898 9851  
**ROMA:**  
24 Quirin Street, Roma Qld. 4455  
Telephone : (07) 4822 3799  
Fax : (07) 4822 3941  
**THE BURNIE:**  
11 The Esplanade, Burnie TAS 7320  
Telephone : (07) 4938 4100  
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VEHICLE SIMULATION PATH

Job Number	Drawing Number	Issue
201011	20101105	E
Number 05 of 05	Drawings	Full Size A1





**Crank Diesel**

**8-10 Forrest St Chinchilla**

**Flood Emergency Evacuation Plan**

June 2020

AUQ00246



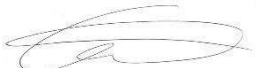
## DOCUMENT CONTROL

Status	Final
Version	V1.2
Print Date	17/06/2020
Approval State	Reviewed
Author(s)	Nick Virisheff
Reviewed By	Carl Morandy
Path Name	Z:\ProjectFiles\00246_Crank Diesel\Mine Planning\Flood Emergency Evacuation Plan
File Name	Flood Emergency Evacuation Plan V1.2
Project No	AUQ00246
Distribution	Client, WDRC

### DOCUMENT CHANGE CONTROL

Version	Description (section(s) amended)	Author(s)	Date
1.0	Draft Document	NV	10/06/2020
1.1	Document for client review	NV, CM	16/06/2020
1.2	Reviewed Document	NV, CM	17/06/2020

### DOCUMENT REVIEW AND SIGN OFF

Name	Position	Role	Signature	Date Issued
Carl Morandy RPEQ 22981	Managing Director (Ausrocks)	QA & RPEQ Certification		17/06/2020

This document has been prepared for the exclusive use of the client on the basis of instructions, information and data supplied by the Client as at June 2020. This document has been prepared by Ausrocks Pty Ltd, Ausrocks has no financial association with the Client other than carrying out this report as requested by the Client.

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# 1 INTRODUCTION

This Flood Emergency Evacuation Plan has been prepared for Crank Diesel for the proposed Medium Impact Industry development on land described as Lot 11 RP14934. The site is located approx. 1km northwest of the Chinchilla town centre and 120m north of the Warrego Highway. It has a total property area of approx 4047m<sup>2</sup> and is situated within the Western Downs Regional Council (WDRC). Figures 1.1 and 1.2 show the property location. This Flood Emergency Evacuation Plan (FEEP) addresses the management of risks posed by flooding at the property. The FEEP has been developed using the WDRC Planning Scheme Flood Hazard Overlay Code (March 2017).

FIGURE 1.1 - SITE CADASTRAL MAP





FIGURE 1.2 - AERIAL PHOTO OF THE SITE





## 2 SITE CHARACTERISTICS

The property lies approximately 129m Northwest of Charleys Creek adjacent to Edward St. Information provided by the WDRC indicates that the property lies within the Extreme Hazard Zone and partially within the High Hazard Zone of the Flood Mapping 2014. It should be noted that a significant proportion of the Chinchilla industrial area is covered by this Extreme Hazard Zone. The mapping also indicates a Water Depth over the site of 1.41m to 1.81m during the Defined Flood Event (DFE) which places the water level at 303.41mRL. It should be noted however that Chinchilla has not recorded any instances of the DFE (100 year ARI) since flood records began. The site is essentially flat, with a gentle slope falling approx 0.2m from the Eastern boundary to the Western Boundary. The low point on site is a small hollow just inside the Southern boundary at 302mRL (AHD).

FIGURE 2.1 - FLOOD MAPPING 1:100 AEP HAZARD CLASSIFICATION

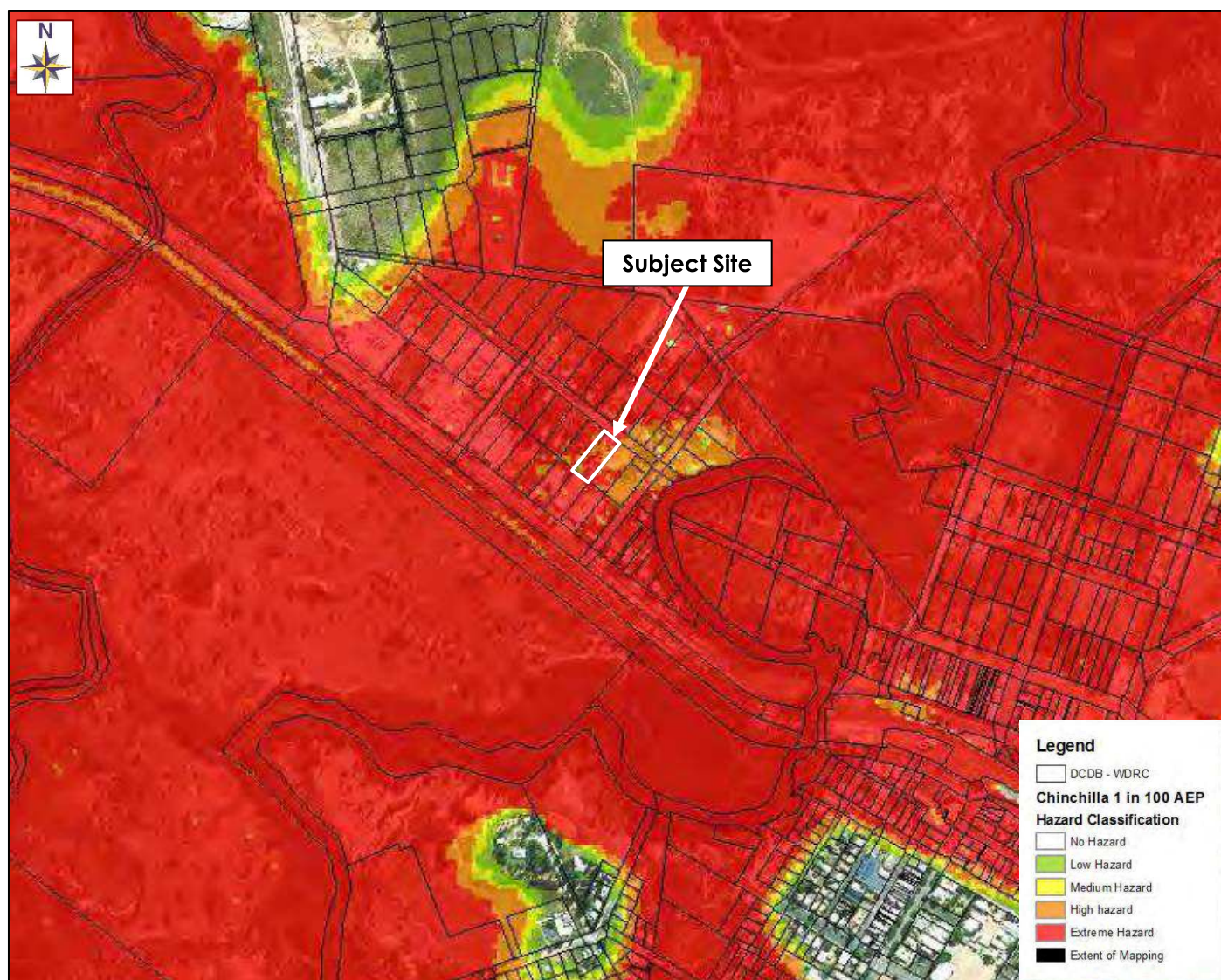


FIGURE 2.2 – EXTRACT FROM WESTERN DOWNS REGIONAL COUNCIL PLANNING SCHEME  
FLOOD HAZARD OVERLAY MAP OM-004.24





FIGURE 2.3 – 2011 FLOOD LEVEL PEAK



Source: <https://floodcheck.information.qld.gov.au/>

### 3 ASSESSMENT OF FLOOD RISK

An assessment of flood risk has been conducted for the proposed operations. The definition of a flood under the State Planning Policy Guideline is;

- Flood: the temporary inundation of land by expanses of water that overtop the natural or artificial banks of a watercourse i.e. a stream, creek, river, estuary, lake or dam.

The town of Chinchilla has experienced significant flood events in 1942, 1956, 1983 and 2010/11. Of these floods the 1942 flood is the highest recorded with an estimated 20 to 50 year ARI. The most recent flood event during December 2010/January 2011 was approximately a 35 year ARI. During this event floodwaters from Charleys Creek rose slowly and predictably up to a depth of 660mm above the ground level at the lowest point on site (302.66mRL). However, a 100 year ARI flood level (303.41mRL AHD) is predicted to cause water depths of up to 1.81m above ground level, which poses a greater risk to life and property. In the event of a 100 year ARI flood it is expected that the site would require evacuation to the nearest safe refuge. It is considered that there is sufficient warning available during these flood events with upstream flood indicators at nearby locations along Charleys Creek (Seven Oaks TM) and the upstream catchments.

Although the proposed development is located within the Extreme and High levels of Flood Severity it is argued that the use is still appropriate with the use of special controls (listed in **Sections 4 & 5**).

#### 3.1 FLOOD HAZARD IDENTIFICATION

An assessment has been undertaken to identify the potential hazards due to flooding at the site, the findings are displayed in **Table 3.1**.

TABLE 3.1: HAZARD IDENTIFICATION

Item	Potential Hazard/s	Hazard Control Measures
1	Flood event occurs during a time of inadequate telephone communications.	As the site is located within close proximity to the town (not remote), the local SES will alert properties within the vicinity of the flood area in person. The site is easily accessed by the local road network. Unlikely that a flood event would coincide with issues with widespread mobile telecommunications.
2	Flood event causes significant property damage	The operator understands the commercial risk of working within the flood zone and has adequate insurances. Given that sufficient notice is available, items with significant value may be removed from the property during the evacuation. New buildings on the property will be designed to minimise damage in the event of flooding.
3	Flooding occurs quicker than expected and traps personnel at the site	Unlikely that flooding would reach the development without prior notification as the creek is visible from the site; however as a last resort evacuation via Forrest St, then Edward street then the Warrego Highway is available prior to the floodwaters reaching the site. If personnel become stranded on site refer to the emergency kit for first aid and supplies, climb to roof of the shed or caretakers residence and contact emergency services.
4	Visitor/staff are left behind during an evacuation	Visitors are accounted for by the visitors register at the shed, Site Manager is responsible for communicating to all staff during an emergency. The site is relatively small and verbal alerts are considered suitable for gaining the attention of all personnel.
5	Temporary disruption to power, communication and other services during minor flood events.	Mobile phone services are provided to the site, during flood events it is unlikely that mobile services would be unavailable for significant periods of time. Resort to other methods of communication such as UHF, radio or TV if phone services are disrupted. If other services are disrupted during minor flood events that occur during operating hours the Site Manager will assess situation and determine if work can safely continue at the site during the minor flood event.

6	Flood waters block evacuation route	The designated evacuation route is along slightly lower ground than the site, personnel will have to be mindful of early warning devices or announcements about the status of the Warrego Highway travelling West from Chinchilla. Personnel will leave the site prior to the highway being flooded and therefore it is unlikely that personnel would be trapped by floodwaters. Due to the proposed use as industrial, it is considered unlikely that personnel on site would be unaware of the rising floodwaters.
7	Material capable of being moved by floodwaters causes damage	If sufficient warning time is provided, items on site that may cause damage when moved by floodwaters shall be removed from site or sufficiently secured on site to reduce the risk of movement.

## 4 CODE ASSESSMENT

The WDRC Planning Scheme (March 2017) provides a code assessment for assessable development. **Table 4.1** below shows the code assessment as per Table 8.2.4.1 of the Planning Scheme with proposed solutions provided in the last column.

**TABLE 4.1: CODE ASSESSMENT**

Performance Outcomes	Acceptable Outcomes	Proposed Outcomes
<b>All flood hazard areas</b>		
<b>PO1</b> Development prevents the carriage or dispersal of contaminants or pollutants into the receiving environment.	<b>AO1</b> The processing or storage of <i>dangerous goods or hazardous materials</i> is: a) not undertaken in a flood hazard area on <b>Flood hazard overlay maps (OM-004)</b> ; or b) is located above the <i>defined flood level</i> plus 300mm freeboard.	PO1: The proposed operation includes storage of small quantities of potential contaminants or pollutants such as oils and fuel for general machine maintenance, these materials will be stored above the DFL plus 300mm on a mezzanine level within the shed.
<b>PO2</b> Community infrastructure is able to function effectively during and immediately after flood events.	<b>AO2</b> Design levels for <i>buildings</i> must comply with the flood immunity standards specified in <b>Table 8.2.4.2</b> and <b>Table 8.2.4.3</b> where within a flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b> .  Note- Refer to <b>SC6.2 – Planning Scheme Policy 1 – Design and Construction Standards</b> for definition of development type categories identified in <b>Table 8.2.4.3</b> .	PO2: N/A – proposed use is not for community infrastructure.
<b>Extreme flood hazard area</b>		
<b>PO3</b> Development within an Extreme flood hazard area on <b>Flood hazard overlay maps (OM-004)</b> is	<b>Where for Material Change of Use AO3.1</b> Uses within the following <i>Activity groups</i> are not located within an Extreme flood hazard area identified	PO3: approx 60% of the site is covered by the Extreme flood hazard area.



<p>appropriate to the flood hazard risk having regard to the:</p> <p>(a) likelihood and frequency of flooding;</p> <p>(b) the flood risk acceptability of development;</p> <p>(c) the vulnerability of and safety risk to persons associated with the use; and</p> <p>(d) associated consequences of flooding in regard to impacts on proposed buildings, structures and supporting infrastructure.</p>	<p>on <b>Flood hazard overlay maps (OM-004)</b>:</p> <p>a) <i>Accommodation activities</i>;</p> <p>b) <i>Business activities</i>;</p> <p>c) <i>Centre activities, Community activities or Entertainment activities</i>, except where for a <i>Club</i> with a maximum gross floor area of 100m<sup>2</sup>;</p> <p>d) <i>Industry activities</i>;</p> <p>e) <i>Rural activities</i>, except where for <i>animal husbandry, cropping, and permanent plantation</i>.</p>	<p>PO3 (a): The caretaker residence which will remain is not a new development and has been in its current location since before the 2011 floods.</p> <p>(b): the development is an industrial site and the operator has an understanding of the flood risk and is accepting of the development in its current location.</p> <p>(c): the development has a plan in place to address the safety of persons working at the site as there are emergency procedures in place to manage the hazards effectively.</p> <p>(d): the consequences of flooding at the site are considered limited, the site has already experienced the 2011 floods with minimal damage and it is anticipated that the worst case flooding will only cause minor infrastructure damage which is considered reasonable given the likelihood of occurrence.</p>
	<p><b>AO3.2</b></p> <p><i>Recreation activities</i> are not located within an Extreme flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b> except where for:</p> <p>(a) <i>Environment facility</i>;</p> <p>(b) <i>Park; and Outdoor Sport and Recreation</i> (excluding the provision of ancillary facilities or amenities conducted within a <i>building</i>).</p>	<p>PO3.2: the proposed development is not for a recreation activity.</p>
<p><b>PO4</b></p> <p>Development is located and designed to:</p> <p>(a) maintain and enhance the flood conveyance capacity of the premises;</p> <p>(b) not increase the number of people calculated to be at risk from flooding;</p> <p>(c) not increase the flood impact on adjoining premises;</p> <p>(d) ensure the safety of all persons by ensuring that development</p>	<p><b>Where for Material Change of Use or Building Work</b></p> <p><b>AO4.1</b></p> <p><i>Buildings</i>, including extensions to existing <i>buildings</i> are:</p> <p>(a) not located within an Extreme flood hazard area on <b>Flood hazard overlay maps (OM-004)</b>; or</p> <p>(b) elevated above the <i>defined flood level</i>; and</p> <p>(c) elevated above the <i>defined flood level</i> plus 300mm freeboard where for <i>habitable rooms</i> within a <i>dwelling</i>.</p>	<p>PO4 (a): Proposed site works and existing infrastructure is designed to maintain the flood conveyance as two roller doors on each side of the proposed shed can be opened to enhance flood conveyance capacity.</p> <p>(b): the site has a low number of employees who will be on site during work hours Monday to Friday. It is likely that during flood events the business will temporarily cease operating and employees will not be present on site.</p>

<p>levels are set above the <i>defined flood level</i>;</p> <p>(e) reduce property damage; and</p> <p>(f) provide flood safe access to <i>buildings</i>.</p>		<p>(c): All the adjacent properties have similar flooding impacts. The existing infrastructure on the site is not likely to impact neighbouring uses as there are no proposed changes to the ground elevation.</p> <p>(d): development levels are below the defined flood level, this is an existing issue. However flood management measures have been implemented in existing infrastructure and the proposed shed has been designed so flood conveyance will not be impacted with the doors open, and the electrical switchboard will be installed above DFL. The safety of persons is not impacted by the current development within defined flood level as the business is not likely to operate during flood events.</p> <p>(e): The development has been designed to reduce property damage during flood events, the shed can be opened up to allow free flowing of stormwater and a mezzanine level allows storage of materials above the DFE. The storage building includes minimal fitout to ensure damage is minimised during the DFE.</p> <p>(f) access is maintained during flood events with the front gate at the highest point of the site. Doors to the buildings provide ample access to the site access point and all buildings have multiple egress options.</p>
<p>Note- <i>buildings</i> may be constructed from flood resistant, waterproof materials below the <i>defined flood level</i> where certified by a qualified structural engineer to be flood proof (including the ability to withstand damage from floodwater and debris) and where a performance solution to PO3 is also demonstrated.</p>	<p><b>AO4.2</b> All <i>building work</i> must be high set (comprising pier and beam construction) and retains the flood storage and conveyance capacity of the premises.</p> <p>Note- <i>Building work</i> must be certified by a qualified structural engineer to be flood proof including the ability to withstand damage from floodwater and debris.</p>	<p>PO4.2 Caretakers residence is an existing building. The shed is considered to be an appropriate development with regards to flooding.</p>

<p>Note- in the event that a lawful <i>building</i> or <i>structure</i> is destroyed by flood or other event the building <b>may</b> be replaced where a building work approval is obtained and where not constituting a material change of use i.e. there is no increase in:</p> <ul style="list-style-type: none"> <li>i. <i>gross floor area</i>; or</li> <li>the number of <i>dwellings</i> or bedrooms on the premises</li> </ul>	<p><b>Where for Material Change of Use</b></p> <p><b>AO4.3</b></p> <p>New <i>buildings</i> are provided with flood free pedestrian and vehicle evacuation access between the <i>building</i> and a flood safe accessible road.</p> <p>Note- a flood safe accessible road includes a road where identified as no flood hazard, Low flood hazard, Potential flood hazard or Medium flood hazard on <b>Flood hazard overlay maps (OM-004)</b>.</p>	<p>PO4.3: if buildings are destroyed by flood they will be replaced by appropriate development.</p>
	<p><b>Where for Reconfiguring a Lot AO4.4</b></p> <p>Development does not increase the number of lots in areas of Extreme flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b> except where for the purposes of public open space.</p>	<p>PO4.4: N/A no reconfiguring a lot proposed.</p>
<p><b>PO5</b></p> <p>Flood risk management minimises the impact on property and appropriately protects the health and safety of persons at risk of Extreme flood hazard, and:</p> <ul style="list-style-type: none"> <li>(a) indicates the position and path of all safe evacuation routes off the site; and</li> <li>(b) if the site contains or is within 100 metres of a flood hazard area, hazard warning signage and depth indicators are provided at key hazard points, such as at floodway crossings.</li> </ul> <p>Note- A material change of use or reconfiguring a lot that involves new <i>gross floor area</i> or increases the number of persons living, working or residing in areas of Extreme flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b> is supported by a Flood Emergency Evacuation Plan prepared</p>	<p><b>Where for Material Change of Use or Reconfiguring a Lot that involves new gross floor area or increases the number of persons living, working or residing in areas of High flood hazard area other than a Dwelling house AO5</b></p> <p>No acceptable outcome.</p>	<p>PO5: this FEEP provides necessary details for the evacuation route and access to flood warning devices.</p>



<p>by suitably qualified persons having regard to <i>Floodplain Management in Australia: Best Practice Principles and Guidelines</i> (2000), prepared by Standing</p> <p>Committee on Agriculture and Resource Management (SCARM), CSIRO.</p>		
<p><b>Where for Material Change of Use or Building Work or Operational Works</b> <b>PO6</b></p> <p>Development involving earthworks in a flood hazard area below the <i>defined flood level</i> must protect life and property on premises and off premises through maintaining:</p> <ul style="list-style-type: none"> <li>(a) flood storage capacity of land;</li> <li>(b) flood conveyance function of land;</li> <li>(c) flood and drainage channels;</li> <li>(d) overland flow paths; and</li> <li>(e) flood warning times.</li> </ul>	<p><b>Where for Material Change of Use or Building Work or Operational Works</b> <b>AO6</b></p> <p>Filling above <i>ground level</i> is not undertaken in areas of Extreme flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b>.</p>	<p>PO6: (a): the development will not affect the flood storage capacity of land as it does not involve filling. Any excavations associated with the construction of the concrete pad will be removed from site to an appropriate clean fill dump site.</p> <p>(b): the development does not affect the flood conveyance function of the land as buildings can be opened up to maintain flood water flows.</p> <p>(c): the development does not involve any change to the broad area's flood and drainage channels, however a drainage swale (grassed) is proposed on site for detention.</p> <p>(d): the development does not impact overland flow paths.</p> <p>(e): The development will not shorten flood warning times.</p>
<p><b>High flood hazard area</b></p>		
<p><b>PO7</b></p> <p>Development within a High flood hazard area on <b>Flood hazard overlay maps (OM-004)</b> is appropriate to the flood hazard risk having regard to the:</p> <ul style="list-style-type: none"> <li>(a) likelihood and frequency of flooding;</li> <li>(b) the flood risk acceptability of development;</li> <li>(c) the vulnerability of and safety risk to persons associated with the use; and</li> <li>(d) associated consequences of flooding in regard to impacts on proposed</li> </ul>	<p><b>Where for Material Change of Use</b> <b>AO7.1</b></p> <p>Uses within the following <i>Activity groups</i> are not located within a High flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b>:</p> <ul style="list-style-type: none"> <li>(a) <i>Accommodation activities</i>, except where for <i>dwelling house</i> and only where the lot existed or had a lawful reconfiguring a lot approval at the commencement of the planning scheme;</li> <li>(b) <i>Centre activities</i>, except where for <i>business activities</i>;</li> <li>(c) <i>Community activities</i> or <i>Entertainment activities</i>, except where for a <i>Club</i> with a maximum gross floor area of 100m<sup>2</sup>;</li> <li>(d) <i>Rural activities</i>, except where for <i>animal husbandry</i>, <i>cropping</i>, and <i>permanent plantation</i>.</li> </ul>	<p>Please refer to the responses above for the extreme flood hazard area.</p>

<p>buildings, structures and supporting infrastructure.</p>	<p><b>AO7.2</b> <b>Recreation activities</b> are not located within a High flood hazard area identified on <b>Flood hazard overlay maps (OM-004)</b> except where for: (a) <i>Environment facility</i>; (b) <i>Park</i>; and (c) <i>Outdoor Sport and Recreation</i> (excluding the provision of ancillary facilities or amenities conducted within a <i>building</i>).</p>	
<p><b>PO8</b> Development is located and designed to:</p> <ul style="list-style-type: none"> <li>(a) maintain the flood conveyance capacity of the premises;</li> <li>(b) minimise the number of people calculated to be at risk from flooding;</li> <li>(c) minimise the flood impact on adjoining premises;</li> <li>(d) ensure the safety of all persons by ensuring that an appropriate proportion of <i>buildings</i> are set above the <i>defined flood level</i>;</li> <li>(e) reduce the carriage of debris in flood waters;</li> <li>(f) reduce property damage; and</li> <li>(g) provide flood safe access.</li> </ul> <p>Note- <i>buildings</i> may be constructed from flood resistant, waterproof materials below the <i>defined flood level</i> where certified by a qualified structural engineer to be flood proof (including the ability to withstand damage from floodwater and debris) and where a performance solution to PO8 is also demonstrated.</p> <p>Note- in some circumstances a flood safe access may be provided in the form of an emergency</p>	<p><b>Where for Material Change of Use or Building Work</b> <b>AO8.1</b> <i>Buildings</i>, including extensions to existing <i>buildings</i> are:</p> <ul style="list-style-type: none"> <li>(a) not located within a High flood hazard area on <b>Flood hazard overlay maps (OM-004)</b>; or</li> <li>(b) elevated above the <i>defined flood level</i>; and</li> <li>(c) elevated above the <i>defined flood level</i> plus 300mm freeboard where for <i>habitable rooms</i> within a <i>dwelling</i>.</li> <li>(d) comply with the Queensland Development Code MP 3.5 - Construction of buildings in flood hazard areas.</li> </ul> <p>OR</p>	
	<p><b>AO8.2</b> <i>Where for business activities or industry activities buildings</i> the minimum floor level supporting the following elements of the development must be located above the <i>defined flood level</i> plus 300mm freeboard:</p> <ul style="list-style-type: none"> <li>(a) administrative areas;</li> <li>(b) utilities, plant and equipment associated with the <i>building</i>.</li> </ul> <p>Note- in complying with A08.2 the proponent accepts that the cost of flood impact is an operational cost of the <i>business activity</i> or <i>industry activity</i>.</p>	
	<p><b>AO8.3</b> All <i>building work</i> below the <i>defined flood level</i> must be high set (comprising pier and beam construction) and retains the flood storage and conveyance capacity of</p>	

evacuation route.	the premises.  Note- <i>Building work</i> must be certified by a qualified structural engineer to be flood proof including the ability to withstand damage from floodwater and debris.	
	<b>AO8.4</b> New <i>temporary, relocatable or impermanent buildings and structures</i> are to be anchored with the ability to withstand transportation by floodwater.  Note- <i>Building work</i> must be certified by a qualified structural engineer.	
	<b>Where for Material Change of Use AO8. 5</b> New <i>buildings</i> are provided with flood safe pedestrian and vehicle evacuation access between the <i>building</i> and a flood safe accessible road.  Note- a flood safe accessible road includes a road where identified as no flood hazard, Low flood hazard, Potential flood hazard or Medium flood hazard on <b>Flood hazard overlay maps (OM-004)</b> .	
	<b>Where for Accommodation activities AO8.6</b> <i>Dwellings</i> do not exceed four bedrooms.	
	<b>Where for Reconfiguring a Lot AO8.7</b> Development does not increase the number of lots in areas of High flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b> except where for the purposes of public open space.	
<b>PO9</b> Flood risk management minimises the impact on property and appropriately protects the health and safety of persons at risk of High flood hazard, and: (a) indicates the position and path of all safe evacuation routes off the site; and	<b>Where for Material Change of Use or Reconfiguring a Lot that involves new gross floor area or increases the number of persons living, working or residing in areas of High flood hazard area other than a Dwelling house AO9</b> No acceptable outcome.	

<p>(b) if the site contains or is within 100 metres of a flood hazard area, hazard warning signage and depth indicators are provided at key hazard points, such as at floodway crossings.</p> <p>Note- A material change of use or reconfiguring a lot that involves new <i>gross floor area</i> or increases the number of persons living, working or residing in areas of High flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b> is supported by a Flood Emergency Evacuation Plan prepared by suitably qualified persons having regard to <i>Floodplain Management in Australia: Best Practice Principles and Guidelines</i> (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.</p>		
<p><b>Where for Material Change of Use or Building Work or Operational Works</b> <b>PO10</b></p> <p>Development involving earthworks in a flood hazard area below the <i>defined flood level</i> must protect life and property on premises and off premises through maintaining:</p> <ul style="list-style-type: none"> <li>(a) flood storage capacity of land;</li> <li>(b) flood conveyance function of land;</li> <li>(c) flood and drainage channels;</li> <li>(d) overland flow paths; and</li> </ul> <p>flood warning times.</p>	<p><b>Where for Material Change of Use or Building Work or Operational Works</b> <b>AO10</b></p> <p>Filling above <i>ground level</i> is not undertaken in areas of High flood hazard area as identified on <b>Flood hazard overlay maps (OM-004)</b>.</p>	

## 5 EARLY WARNING SERVICES

There are several services that provide up to date information about flooding within the Western Downs Region, this information shall be used to assist the Site Manager and others to determine the immediate risk of floodwaters reaching the site. It is considered that being prepared and informed about an emergency is one of the most effective mitigation measures; with adequate preparation and preventative measures the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event.

- Western Downs Regional Council: Disaster Management;  
<https://www.wdrc.qld.gov.au/about-council/disaster-management/>
- Bureau of Meteorology: Condamine, Balonne & Border Rivers Rainfall and River Conditions;  
<http://www.bom.gov.au/qld/flood/border.shtml>
- Bureau of Meteorology: Queensland Warnings Summary;  
<http://www.bom.gov.au/qld/warnings/>

## 6 EVACUATION PLAN

### 6.1 ACCOUNTING FOR PERSONNEL

The operation maintains a visitor's register which is kept in the shed at all times. Visitors may be unfamiliar with the evacuation procedures in the event of a flood, therefore special care is required to ensure all visitors are accounted for. In the event of an emergency it is the responsibility of the Site Manager to ensure all visitors are escorted from the site during the evacuation. Due to the relatively small size of the site and the low number of employees the Site Manager is responsible for alerting all staff of the evacuation.

### 6.2 EMERGENCY KIT

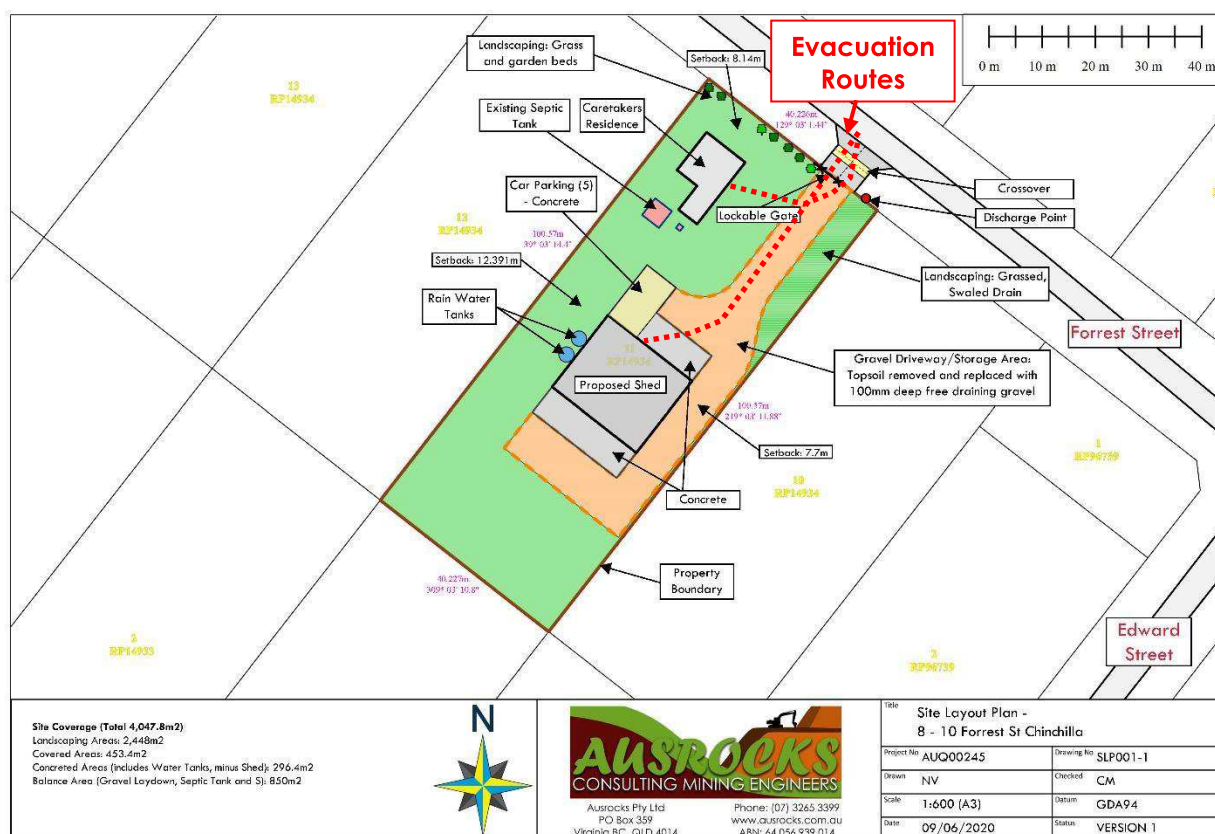
An emergency kit shall be kept in the shed, and shall contain the following information;

- Hard copy list of emergency contact numbers,
- Copies of important documents such as insurances, business accounts etc,
- Valuables and computer backup data,
- Portable radio and torch with spare batteries,
- First aid kit,
- List of special needs and physical aids,
- Additional blankets, food, water and first aid (in case of staff becoming stranded), and
- Spare set of master keys.

## 6.3 EVACUATING THE SITE

The site has a single main exit, comprising of a gate located midway along the Northern fence line that accesses Forrest Street, which in the event of a flood, forms part of the designated evacuation route to the Evacuation Centre (Chinchilla Golf Club).

FIGURE 6.1 - EVACUATION PLAN - SITE

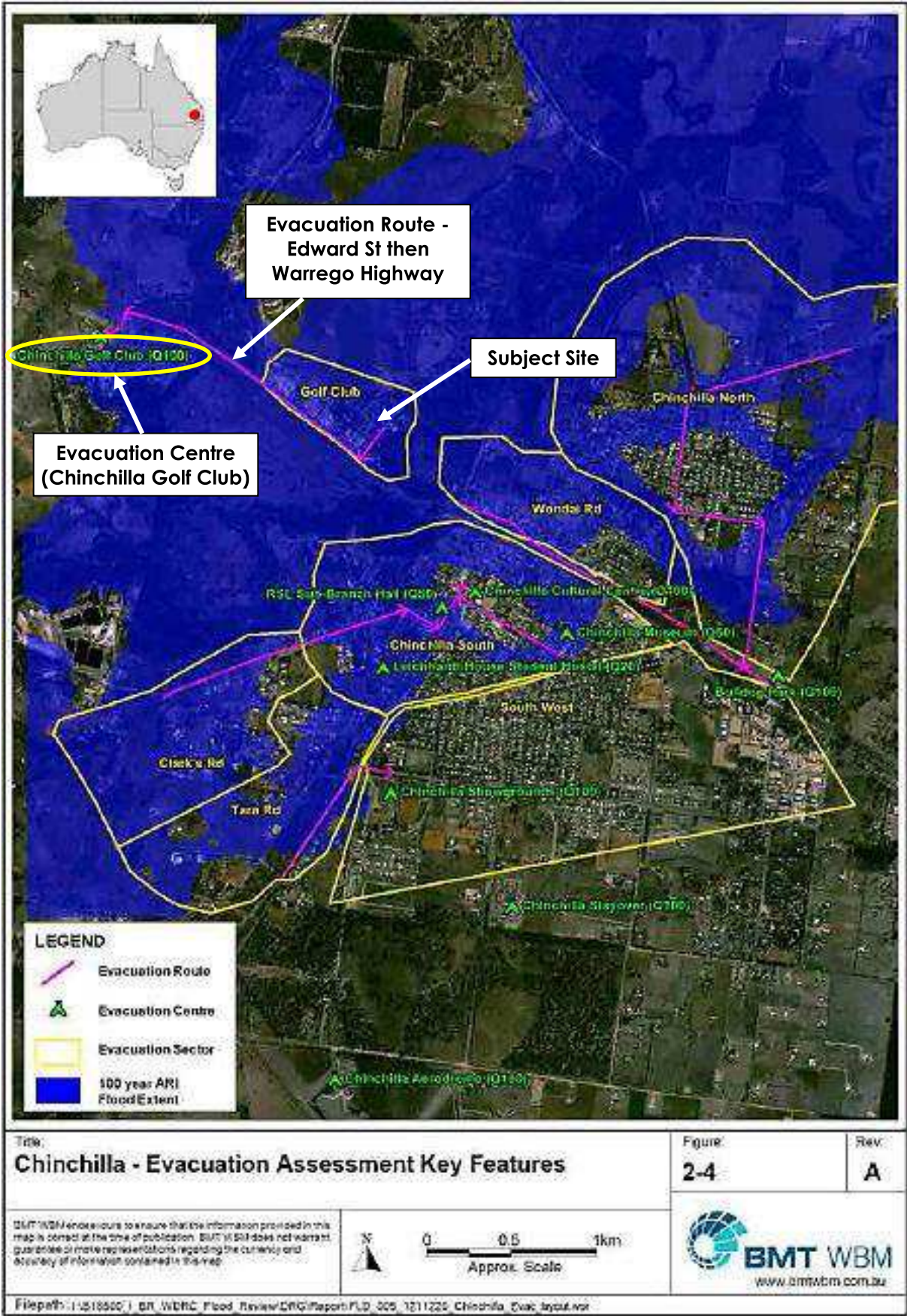


## 6.4 EVACUATING TO EVACUATION CENTRE

Once personnel evacuate the site, safe shelter can be sought at the Evacuation Centre at the Chinchilla Golf Club. The Chinchilla Golf Club has been identified as the designated Evacuation Centre (*Western Downs Floodplain Risk Management Strategy 2013*) for the industrial area where the property is located. Personnel can either walk or drive to the evacuation centre (approx 2,000m) depending on the amount of notice provided. Once all personnel from site are accounted for, the Site Manager will liaise with the designated emergency management personnel at the Evacuation Centre to determine the most likely course of action from there. Evacuation to the Evacuation Centre may be required for a number of reasons, if there is any doubt over the likely severity of flooding (due to insufficient communication) it is preferable to evacuate early and liaise with emergency management personnel at the Evacuation Centre to determine if it is safe to return to the site. Figure 6.2 shows the designated evacuation route from site to the evacuation centre.



FIGURE 6.2 - EVACUATION PLAN - EVACUATION CENTRE



[Source: Figure 2-4 from Western Downs Floodplain Risk Management Study - BMT WBM Pty Ltd]

## 7 COMMUNICATION AND CONSULTATION

The ability for a risk management plan to function correctly is underpinned by continuous requirement for communication and consultation with people working at and visiting the site. The hazards associated with flooding at the site shall be communicated to all people who enter the property and a record of this communication shall be kept in the shed and provided for inspection when required.

Methods of communicating to and from the site include;

- Mobile Telephone, and
- UHF/VHF networks

Additional information on flood events can be obtained from broadcast radio and TV services.

### 7.1 EMERGENCY CONTACTS

**Table 7.1** provides various emergency contacts that may be of use during an emergency.

TABLE 7.1: EMERGENCY CONTACTS

Name	Number
Chinchilla District Local SES Controller	132 500
Chinchilla Public Hospital	(07) 4662 8888
Chinchilla Ambulance Service	(07) 4662 7000
Chinchilla Police	(07) 4672 9666
Chinchilla Fire Service	(07) 4662 5137
General Emergency Number	000
Mobile Phone Emergency Number	112
Ausrocks Pty Ltd (Consultants)	(07) 3265 3399 / 0404 778 394

## 8 MONITORING AND REVIEW

Monitoring and review of this Flood Emergency Evacuation Plan is an essential part of reducing the risk by ensuring that the plan is up to date with current site operations and is relevant to persons working and visiting the site. The site manager shall make regular (at least monthly) checks that all visitors are being appropriately informed of the risks associated with flooding at the site. In addition, the plan shall be reviewed by a competent person at a minimum of 12 month intervals and more frequently in the event of a significant flood event. The process of continuous improvement will be implemented by regular monitoring and review of this plan.

## 9 REFERENCES

- Western Downs Planning Scheme, March 2017
- Queensland Government, April 2016, Natural Hazards, Risk and Resilience (State Planning Policy – state interest guideline).
- Western Downs Regional Council, Flood Hazard Overlay Map OM-004.24, Department of Natural Resources and Mines (2019)
- BMT WBM Pty Ltd, Western Downs Floodplain Risk Management Study - Chinchilla, 2013
- Western Downs Regional Council, Western Downs Local Disaster Management Plan v1.10, March 2015.
- Brisbane City Council, Flooding in Brisbane - A Guide for Businesses.
- Bureau of Meteorology, Queensland Warnings Summary.

## INFRASTRUCTURE CHARGES NOTICE

<b>APPLICANT:</b>	Mr CD Ikin
<b>APPROVED DEVELOPMENT:</b>	Material Change of Use to establish a Medium Impact Industry and Caretaker's Accommodation on land situated at 8-10 Forrest Street, Chinchilla
<b>FILE REFS:</b>	030.2020.77.001, A10885 & LG7.6.1
<b>AMOUNT OF THE CHARGE:</b>	<b>Nil</b>
<b>LAND TO WHICH CHARGE APPLIES:</b>	Lot 11 on RP14934
<b>PAYABLE TO:</b>	Western Downs Regional Council
<b>WHEN PAYABLE:</b>	Prior to commencement of use

This charge is made in accordance with Council's **Infrastructure Charges Resolution (No. 7.1) 2017**.

The charge has been calculated on the following basis:

USE	Charge	Reference	No. of Units	Amount
Medium Impact Industry	\$30.17* per m <sup>2</sup> of Gross Floor Area (water, transport, parks networks)	Table 3.3.3, Col 3, Charge Area A	454m <sup>2</sup>	\$13,697.18
Industry Development Class	\$4.00/m <sup>2</sup> for stormwater network	Table 3.3.3, Col 3, Charge Area A	2,159.5m <sup>2</sup>	\$ 8,638.00
Caretaker's Accommodation 3 or more bedroom dwelling	\$20,160* per Dwelling Unit (water, stormwater, transport and parks networks)	Table 3.3.3, Col 2, Charge Area A	1	\$20,160.00
DISCOUNT	Discount Charge	Reference	No. of Units	Discount Amount
Existing Industrial Lot	\$50,400.00* per lot	Section 3.4(1)(e)(iv)	1	\$50,400.00
* Includes a discount for development not within an area serviced by, or requiring connection to Council's reticulated sewerage network. The rate is applied in accordance with Table 5.1 Allocation of Infrastructure Charge to Trunk Infrastructure Networks.				<b>TOTAL CHARGE</b>  <b>Nil</b>



## INFORMATION NOTICE

[Section 119 of the *Planning Act 2016*]

### DECISION AND REASONS

This infrastructure charge has been levied in accordance with Sections 119 to 121 of the *Planning Act 2016* and Council's ***Infrastructure Charges Resolution (No. 7.1) 2017*** for additional demand placed on Council's trunk infrastructure that will be generated by the approved development.

### APPEALING DECISION

Under the *Planning Act 2016* the recipient of this Infrastructure Charges Notice may appeal against Council's decision to issue the Infrastructure Charges Notice. Chapter 6, Part 1 of the *Planning Act 2016* details the recipient's right to appeal Council's decision and how the recipient may appeal.

**Title** (035.2020.211.001) Community and Liveability Report Development Application Reconfiguring a Lot (1 lot into 2 lots) Lot 24 on DY991 Fletts Road, Hopeland Davis C/- Murray & Associates

**Date** 7 August 2019

**Responsible Manager** T. Summerville, PLANNING AND ENVIRONMENT MANAGER

## Summary

The purpose of this Report is for Council to decide the proposed development to Reconfigure a Lot (1 lot into 2 lots) on land described as Lot 24 on DY991 and situated at Fletts Road, Hopeland.

## Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that:

1. The application for Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 24 on DY991 and situated at Fletts Road, Hopeland be refused for the following reasons:
  - The development application for Reconfiguring a Lot (1 lot into 2 lots) has been assessed against the Western Downs Planning Scheme 2017 incorporating Amendment 1 and does not comply with the following matters:
    - (i) The development does not comply with Element 3.5.3 of the Strategic Plan, as the development will further fragment an already undersized rural land parcel within the Rural Zone and create a lot configuration that will permanently diminish potential agricultural productivity of the property.
    - (ii) The development does not comply with Acceptable Outcome 6.2 of the Natural Resources Overlay Code, as it will create a lot significantly smaller than the 500ha required and will fragment land identified as Agricultural Land Classification - Class A Land.
    - (iii) The development conflicts with Overall Outcome 2 of the Rural Zone Code, as it will result in further fragmentation and alienation of land within the Rural Zone.
    - (iv) The development is inconsistent with Overall Outcome 1 of the Reconfiguring a Lot Code, as the development is inconsistent with the Overall Outcomes of the Rural Zone Code.



- (v) The development does not comply with Overall Outcome 2(f) of the Reconfiguring a Lot Code, as the development will further fragment Agricultural Land Classification - Class A Land.
- (vi) The development is inconsistent with Acceptable Outcomes 1.1 and 1.3 of the Reconfiguring a Lot Code, as it will create a lot significantly smaller than the minimum lot size for the Rural Zone and with an irregular lot configuration.
- (vii) The proposed development does not satisfy Performance Criterion 14 of the Reconfiguring a Lot Code, as the applicant has not sufficiently demonstrated that there is a justified community need for further undersized irregular shaped allotments within the Rural Zone.
- (viii) The development could not be conditioned to comply with the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, as the proposed design and lot layout of the development are inconsistent with the Overall and Performance Outcomes of the relevant Codes.

## APPEAL RIGHTS

An applicant has the opportunity to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

### **"Chapter 6      Dispute Resolution**

#### **Part 1   Appeal Rights**

##### **229      Appeals to Tribunal or Planning and Environment Court**

- (1) *Schedule 1 states—*
  - (a) *matters that may be appealed to—*
    - (i) *either a tribunal or the P&E Court; or*
    - (ii) *only a tribunal; or*
    - (iii) *only the P&E Court; and*
  - (b) *the person—*
    - (i) *who may appeal a matter (the **appellant**); and*
    - (ii) *who is a respondent in an appeal of the matter; and*
    - (iii) *who is a co-respondent in an appeal of the matter; and*
    - (iv) *who may elect to be a co-respondent in an appeal of the matter.*
- (2) *An appellant may start an appeal within the appeal period.*
- (3) *The **appeal period** is -*
  - (a) *for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or*
  - (b) *for an appeal against a deemed refusal - at any time after the deemed refusal happens; or*
  - (c) *for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or*

- (d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or
- (e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...
- ...(g) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

*Note - See the P&E Court Act for the Court's power to extend the appeal period."*

## Background Information

The relevant background information to this application is as follows:

Application No: 035.2020.211.001		Assessment No: A12583		Keywords Index: AD6.6.2 & LG7.9.1	
PART 1: APPLICATION					
Applicant:		Colin & Marcia Davis C/- Murray & Associates (Qld) Pty Ltd			
Owner:		CT & MJ Davis			
Site Address:		Fletts Road, Hopeland			
Site Area:		268.766 ha			
Real Property Description:		Lot 24 on DY991			
Proposed Development:		Subdivision of 1 lot into 2 lots			
Level of Assessment:		Impact			
Type of Application:		Reconfiguring a Lot			
Relevant Planning Scheme:		Western Downs Planning Scheme 2017 incorporating Amendment 1			
Zone:		Rural			
Precinct:		N/A			
Overlays:		<div><div><div>• Extractive Industry</div><div>• Natural Resources</div><div>• Bushfire Hazard</div><div>• Biodiversity</div><div>• Waterway Corridors</div></div><div><div>- Petroleum Lease PL253</div><div>- Authority to Prospect ATP 676</div><div>- Petroleum Pipeline Licence 171</div><div>- Mining Development Licence 487</div><div>- Coal Licence 635</div><div>- Agricultural Land Class A</div><div>- Groundwater Vulnerability Area</div><div>- Medium Bushfire Hazard Area</div><div>- MSES Regulated Vegetation</div><div>- Waterway Corridor</div></div></div>			
Pre-lodgement Meeting:		No			
Application Lodgement Date:		27 May 2020			
Properly Made Application:		Yes		Date: 27 May 2020	
Confirmation Notice Issued:		Yes		Date: 5 June 2020	
PART 3: INFORMATION REQUEST					
Information Request Issued:		Yes		10 June 2020	
Applicant's Response Received:		Yes		18 June 2020	
PART 4: PUBLIC NOTIFICATION					
Start Date:				Date: 26 June 2020	
Notice of Compliance Received:		Yes		Date: 22 July 2020	
Submissions:		Nil			
PART 5: DECISION					
Date Commenced:		23 July 2020			
Decision Due Date:		4 September 2020			

## Report

### 1. Background

#### 1.1 Property Context

The subject site, Lot 24 on DY991, is located at Fletts Road, Hopeland. The property is within the Rural Zone, gains access from Fletts Road, and is 268.766ha in area. The Natural Resources, Biodiversity, Bushfire Hazard and Waterway Corridors Overlays of the Planning Scheme impact the land.

The southern portion of the property is bordered to the south by Wambo Creek and is subject to an existing Development Approval (030.2016.173.001) for a Material Change of Use for an Intensive Animal Industry (3,500 Standard Pigs Units). The development has been constructed on the property and has commenced operation with a Certificate of Compliance being issued by Council on 13 October 2017.

The northern portion of the property does not feature any buildings or structures and is used by the applicant for cropping purposes.

The property is surrounded by the following rural properties:

- (a) Lot 2 on RP196753 (50 Fletts Road, Hopeland) to the west, which features an existing Dwelling House and ancillary rural shed, and is owned by the applicant.
- (b) Lot 103 on DY975 (82 Fletts Road, Hopeland) to the west, which features a Dwelling House and ancillary rural shed dam, and is owned by the applicant.
- (c) Lot 1 on RP196753 (701 Avenue Road, Hopeland) to the west, which is vacant rural land used for cropping, and is owned by a relative of the applicant.
- (d) Lot 22 on DY59 (701 Avenue Road, Hopeland) to the north, which features a Dwelling House and associated rural sheds and is used for cropping, and is owned by a relative of the applicant.
- (e) Lot 29 on DY80 (474 Glenhope Road, Hopeland) to the north-east, which features a Dwelling House and associated rural sheds and is used for cropping.
- (f) Lot 62 on SP168215 (303 Fletts Road, Hopeland) to the east, which features an existing Piggery (1,700 Standard Pig Units) and a Cattle Feedlot (1,550 Standard Cattle Units). The intensive agriculture use is approximately 1.6km from the boundary of the subject lot. It is noted that both the existing Feedlot and Piggery of the property are subject to an existing development approval for a Material Change of Use from the former Chinchilla Shire Council and an Environmental Authority from the Department of Agriculture and Fisheries (DAF) issued in 2003. DAF advised Council's Assessing Officer that the Licence for the Feedlot and Piggery on the property remains active.
- (g) Lot 89 on DY1046 (Fletts Road, Hopeland) to the east, which is vacant rural land used for grazing purposes and is not owned by the applicant or their nephew.
- (h) Wambo Creek to the south.

#### 1.2 Proposal Details

The applicant wishes to subdivide the land to create two rural lots. Fletts Road currently divides the property into two portions, being a southern portion (Proposed Lot 241) on which the existing Piggery is located, and northern portion (Proposed Lot 240) which includes the existing cultivation.

The applicant seeks to formalise the current lot layout to align with the existing Fletts Road. Proposed Lot 240 will have an area of 220.993ha and a frontage of 1,036 metres to Fletts Road. Proposed Lot 241 will have an area of 47.783ha and a frontage of 996 metres to Fletts Road.

The applicant has advised that separation of the existing rural use of the property will allow for proposed Lot 240 to be on-sold to the neighbouring property owner of Lot 1 on RP196753 which adjoins proposed Lot 240 to the west and Lot 22 on DY59 which adjoins proposed Lot 240 to the north. The neighbouring property owner is a relative of the applicant.

The intention of the applicant is to sell proposed Lot 240 to their relative at some point in the future, to allow for the expansion of existing broadscale cropping operations, while the applicant will also retain proposed Lot 241 for the continued operation of a Piggery in accordance with existing development approval 030.2016.173.001.

Both proposed Lots 240 and Lot 241 will be accessed from Fletts Road via the existing access points.

## **2. Assessment**

### **2.1 Assessment against the Western Downs Planning Scheme 2017 incorporating Amendment 1 (the Planning Scheme)**

- The proposed development is Impact Assessable under the Planning Scheme and includes assessment against all relevant parts of the Planning Scheme.
- The development requires assessment against the following assessment benchmarks of the Planning Scheme:
  - Strategic Plan
  - Rural Zone Code
  - Reconfiguring a Lot Code
  - Natural Resource Overlay Code
  - Transport, Access and Parking Code
  - Bushfire Hazard Overlay Code
  - Biodiversity Overlay Code
  - Waterway Corridor Overlay Code
- The development has been assessed on its merits against the abovementioned assessment benchmarks below:

#### **Strategic Plan**

- The property is located within the Rural Zone of the Planning Scheme. The applicant seeks to subdivide the land into portions that are inconsistent with the minimum lot size requirements for the Rural Zone.
- The applicant has stated that they do not consider that the proposed development will fragment or alienate rural land, as the lot layout is already physically separated by Fletts Road which intersects the property.
- Both proposed lots will continue to be used for rural activities subject to the proposed development.
- It is not considered that the development conflicts with the Strategic Plan and is therefore supported.

### **Rural Zone Code**

- The proposed allotment layout will result in a lot layout that generally accommodates the existing rural activities that are divided by Fletts Road. Whilst the development will not necessarily diminish the productivity of the land, it remains that the either parcel of land could potentially be acquired by a third party and become effectively fragmented from neighbouring farming operations and therefore diminish agricultural productivity.
- Any future Dwelling on Proposed Lot 240 would need to be provided with a significant setback to ensure that a minimum setback of 1,000m be provided from the existing Piggery operation on Proposed Lot 241. The existing Piggery and Feedlot on Lot 62 on SP168215 is approximately 1.6 km from the boundary with the subject property.
- The proposed development does not comply with the applicable Performance Outcomes of the Rural Zone Code.

### **Reconfiguring a Lot Code and Natural Resources Overlay Code**

- The proposed development will create lots under the minimum lot size for the Rural Zone (1,000 ha) and for rural land that is impacted by Agricultural Land Classification Overlay - Class A Agricultural Land (500 ha).
- The development does not comply with Acceptable Outcome 1.1 of the Reconfiguring a Lot Code or Acceptable Outcome 6.2 of the Natural Resources Overlay Code accordingly.
- It is considered that the applicant's alternative solution to Acceptable Outcome 1.1 of the Reconfiguring a Lot Code and Acceptable Outcome 6.2 of the Natural Resources Overlay Code, is not acceptable for the following reasons:
  - The development may further fragment productive agricultural land within the Rural Zone. Although the existing rural lot is already split by Fletts Road, it may indeed exist as a stand alone small property and not be consolidated with other nearby lots, therefore creating a fragmentation and small, unviable agricultural operation.
  - Whilst the proposed Lot 240 lot is generally similar in size to other rural lots within the rural locality, proposed Lot 241 is significantly smaller.
  - The applicant has advised that they propose Lot 240 will eventually be purchased by the owner of the neighbouring properties to the north and west (Lot 1 on RP196753 and Lot 22 on DY59) and the adjoining neighbour would consolidate land into a larger operation. However, there remains uncertainty regarding this proposal and this proposal cannot be conditioned. It is possible that as an alternative to this proposal, the boundaries of land could be realigned to give this proposal effect.
  - Proposed Lot 240 has sufficient area to accommodate a future Dwelling but would require a significant setback from Fletts Road to accommodate the setback requirements for a Dwelling in proximity to the existing Piggeries and Feedlot operated by the applicant on surrounding properties.
  - The proposal maintains the location of the existing access points which ensures safe and legible vehicle access to Fletts Road.

- The development complies with the minimum frontage requirement for allotments in the Rural Zone, in that both allotments have a frontage greater than 800m.
- The development is similar in nature to the development application for a vinculum subdivision at Wallan Creek Road, Drillham (035.2019.294.001), which was refused at the Ordinary Meeting of Council on 18 September 2019. However, prior to that time, Council had approved the reconfiguration of vinculum allotments, including approvals 035.2017.538.001, 035.2016.343.001 and 035.2015.261.001.
- It is considered that the development is not consistent with the Reconfiguring a Lot Code or the Natural Resources Overlay Code.

#### **Transport, Access and Parking Code**

- Both proposed allotments will be accessed from Fletts Road which is a formed road.
- The development will not change the existing arrangement to the proposed lots.
- The proposed development complies with the Transport, Access and Parking Code.

#### **Bushfire Hazard Overlay Code**

- The property features areas of Medium Bushfire Hazard identified within the Bushfire Hazard Overlay Mapping of the Planning Scheme.
- The existing property does not feature an existing residence and the development is for subdivision only and does not propose any additional residences on the property.
- The existing Piggery is not located within close proximity to areas identified as a Medium Bushfire Hazard Area under the Planning Scheme.
- On this basis, it is considered that the development is consistent with the Bushfire Hazard Overlay Code.

#### **Biodiversity Overlay Code**

- The property features areas of MSES regulated vegetation identified within the Biodiversity Overlay Mapping of the Planning Scheme.
- The areas identified as regulated vegetation are predominantly located along the southern boundary of the property which is adjoined by Wambo Creek.
- However, there is a small area of MSES regulated vegetation on proposed Lot 240 and Lot 241 which is located in close proximity to Fletts Road.
- It is not considered that vegetation will be impacted by the development, as it will not change the existing fencing arrangements or result in any building of structures within areas impacted by MSES regulated vegetation.
- On this basis, it is considered that the development is consistent within the Biodiversity Overlay Code.



### Waterway Corridor Overlay Code

- Wambo Creek is identified as a Waterway within the Waterway Corridor Overlay Map. The property's southern boundary adjoins Wambo Creek.
- The development complies with Acceptable Outcome 1.3 of the Waterway Overlay Code, as the subdivision will not amend the boundaries of the property relevant to Wambo Creek.
- The proposed development complies with the Waterway Corridor Overlay Code.

### 3. Other Matters

#### 3.1 Public Notification

- The development application was publicly notified for a period of 15 business days starting 26 June 2020 and ending 17 July 2020.
- No submissions were received during the Public Notification Period for the application.

#### Consultation (Internal/External)

Council's Planning Officer Development Assessment and Principal Planner have been consulted in the preparation of this report and provided comments where necessary. Discussions have also been held with the applicant's representatives.

#### Legal/Policy Implications (Justification if applicable)

An applicant or any eligible submitter may elect to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

### "Chapter 6 Dispute Resolution

#### Part 1 Appeal Rights

#### 229 Appeals to Tribunal or P&E Court

- (1) Schedule 1 states -
  - (a) matters that may be appealed to -
    - (i) either a tribunal or the P&E Court; or
    - (ii) only a tribunal; or
    - (iii) only the P&E Court; and
  - (b) the person -
    - (i) who may appeal a matter (the **appellant**); and
    - (ii) who is a respondent in an appeal of the matter; and
    - (iii) who is a co-respondent in an appeal of the matter; and
    - (iv) who may elect to be a co-respondent in an appeal of the matter.
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- (c) *for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or*
- (d) *for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or*
- (e) *for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...*
- ...(g) *for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.*

*Note - See the P&E Court Act for the Court's power to extend the appeal period."*

#### Budget/Financial Implications

Nil

#### **Conclusion**

The application has been assessed against the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. There are several instances as outlined in this Report where the proposal conflicts with the Planning Scheme. Furthermore, Council is unlikely to be able to include conditions that may resolve that conflict. Therefore, it has been recommended to refuse the application.

#### **Attachments**

1. Locality Plans
2. Proposal Plan


**Authored by:** T. Summerville, PLANNING AND ENVIRONMENT MANAGER

## Attachment 1 - Locality Plans

### Aerial Context Map




#### LEGEND

-  Approved Feedlot

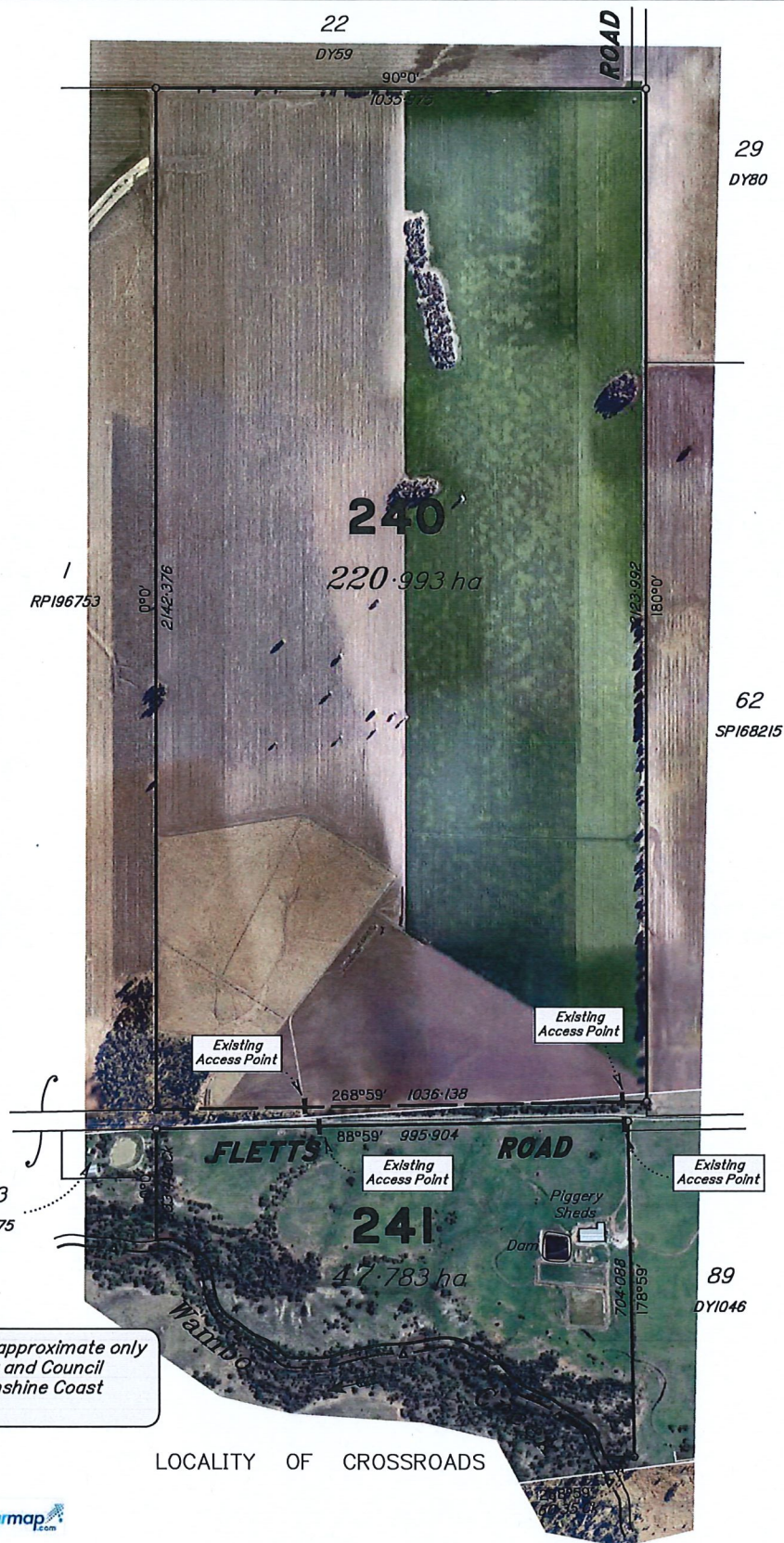
**Zone Map - under Western Downs Planning Scheme incorporating Amendment 1**



**LEGEND**

 Rural Zone

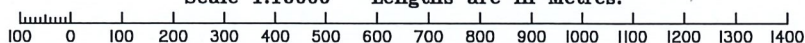




LOCALITY OF CROSSROADS

AERIAL IMAGE SUPPLIED BY **neamap**  
AND Google earth

Scale 1:10000 - Lengths are in Metres.



**MURRAY & ASSOCIATES**  
SURVEYORS & TOWN PLANNERS



ACN 075 543 154  
Murray Building, 15-17 Currie St, Nambour Ph: (07) 5441 2188 P.O. Box 246  
Branch Offices at Caboolture Chinchilla Roma Gympie & Emerald

CADASTRAL SURVEYOR

### PLAN OF DEVELOPMENT

### Proposed Subdivision of Lot 24 on DY991

LOCAL AUTHORITY: WESTERN DOWNS REGIONAL COUNCIL

CLIENT

**Davis**

LOCALITY <b>Hopeland</b>	MAP REF. 9044-33141
DATE 18/06/2020	LEVEL ASSUMED
FILE 500016_(Proposal)_Davis.dwg	
DRAWN LF	CHECKED CP
ORIGINAL	PORS 24 & 25
SCALE <b>1:10000</b>	JOB No <b>500016</b>

**Title** **Executive Services Chief Executive Officer Report July 2020**

**Date** 4 August 2020

**Responsible Manager** S. Peut, ACTING CHIEF EXECUTIVE OFFICER

**Summary**

The purpose of this Report is to provide Council with the significant meetings, forums and delegations attended by the Chief Executive Officer during the month of July 2020.

**Link to Corporate Plan**

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

**Material Personal Interest/Conflict of Interest**

Nil

**Officer's Recommendation**

That this Report be received and noted

**Background Information**

Nil

**Report**

Meetings, delegations and forums attended by the Chief Executive Officer during the month of July 2020:

<b>Date</b>	<b>Who/Where</b>	<b>Details</b>
2 July 2020	<ul style="list-style-type: none"> <li>• Meeting with Dalby Herald</li> <li>• Queensland Resource Council - COVID-19 Update</li> <li>• Toowoomba Surat Basin Enterprise Event</li> </ul>	Dalby Phone Toowoomba
3 July 2020	<ul style="list-style-type: none"> <li>• Meeting with Local Government Managers Association QLD CEO's</li> </ul>	Phone
6 July 2020	<ul style="list-style-type: none"> <li>• Councillor Information Sessions</li> </ul>	Dalby
8 July 2020	<ul style="list-style-type: none"> <li>• Special Meeting of Council DRAFT 2020-21 Budget</li> </ul>	Dalby
9 July 2020	<ul style="list-style-type: none"> <li>• Queensland Resource Council - COVID-19 Update</li> <li>• Meeting with Sunwater and Department of Natural Resources Mines and Energy</li> </ul>	Phone Phone
10 July 2020	<ul style="list-style-type: none"> <li>• Meeting with John Mongard</li> </ul>	Brisbane
14 June 2020	<ul style="list-style-type: none"> <li>• Development Assessment Panel (DAP) Meeting</li> <li>• Meeting with Department Transport and Main Roads</li> <li>• Meeting with Chinchilla Chamber of Commerce</li> </ul>	Dalby Dalby Phone
16 July 2020	<ul style="list-style-type: none"> <li>• Queensland Resource Council - COVID-19 Update</li> </ul>	Phone



17 July 2020	<ul style="list-style-type: none"> <li>• Meeting with Norm Wotherspoon - Centrelink</li> <li>• Meeting with Local Government Managers Association QLD CEO's</li> </ul>	Dalby Phone
20 July 2020	<ul style="list-style-type: none"> <li>• Planning and Pe-Agenda Meeting</li> <li>• Councillor Information Session</li> </ul>	Dalby Dalby
21 July 2020	<ul style="list-style-type: none"> <li>• Developers Forum</li> </ul>	Chinchilla
22 July 2020	<ul style="list-style-type: none"> <li>• Ordinary Meeting of Council</li> <li>• Special Meeting of Council ADOPT 2020-21 Budget</li> <li>• Councillor Information Session</li> </ul>	Miles Miles
23 July 2020	<ul style="list-style-type: none"> <li>• Queensland Resource Council - COVID-19 Update</li> </ul>	Phone
27 July 2020	<ul style="list-style-type: none"> <li>• Monthly Meeting with Origin</li> <li>• Meeting with Queensland Music Festival</li> <li>• Monthly Meeting with Shell</li> </ul>	Brisbane Brisbane Brisbane
28 July 2020	<ul style="list-style-type: none"> <li>• Development Assessment Panel (DAP) Meeting</li> </ul>	Dalby
30 July 2020	<ul style="list-style-type: none"> <li>• Meeting with Prospective Developer</li> <li>• Queensland Resource Council - COVID-19 Update</li> <li>• Meeting with Senator Susan McDonald</li> </ul>	Dalby Phone Dalby

Consultation (Internal/External)

Chief Executive Officer

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

**Conclusion**

The foregoing represents activities undertaken by the Chief Executive Officer during the month of July 2020.

**Attachments**

Nil

**Authored by:** A. Lyell, Executive Services Administration Officer

**Title** **Executive Services Report Outstanding Actions July 2020**

**Date** 11 August 2020

**Responsible Manager** S. Peut, A/CHIEF EXECUTIVE OFFICER

**Summary**

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 22 July 2020.

**Link to Corporate Plan**

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- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

**Material Personal Interest/Conflict of Interest**

Nil

**Officer's Recommendation**

That this Report be received and noted.

**Background Information**

Nil

**Report**

The purpose of this Report is to provide Council with an update on the status of Outstanding Council Meeting Action Items to the Meeting held on 22 July 2020.

**1. Outstanding Council Meeting Action List (As at 22 July 2020)**

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
21/06/2017	Corporate Services Confidential Report Authorise Chief Executive Officer Negotiate Purchase Properties	AD6.6.2	<p>MOVED by Cr. I.J. Rasmussen Seconded by Cr. R.C. Brown</p> <p>That this Report be received and that:</p> <p>1. Council authorise the Chief Executive Officer to negotiate the acquisition of properties as proposed up to the amount in the table on page 81 of the report.</p> <p>CARRIED (7,1)</p> <p>FOR VOTE: Cr. P.M. McVeigh, Cr R.C. Brown, Cr. C.T. Tillman, Cr. K.A. Maguire, Cr. G.M. Olm, Cr. I.J. Rasmussen, Cr. A.N. Smith</p>	Corporate Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
			AGAINST VOTE: Cr. P.T. Saxelby ABSENT. DID NOT VOTE: Cr. D.E. Ashurst	

Consultation (Internal/External)

Chief Executive Officer;  
General Manager (Community & Liveability);  
General Manager (Corporate Services);  
General Manager (Infrastructure Services); and  
Relevant Managers, Coordinators and Officers.

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

**Conclusion**

This report is provided to inform Council of the progress of resolutions of Council.

**Attachments**

Nil

**Authored by:** A. Lyell, Executive Serviced Administration Officer

**Title** **Executive Services Report Council Meeting Dates January 2020 to March 2020**

**Date** 4 July 2019

**Responsible Manager** S.Peut, A/CHIEF EXECUTIVE OFFICER

## Summary

The purpose of this Report is to provide for Council consideration and subsequent adoption proposed dates and times for the holding of Council Meetings in 2021.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that, in accordance with Section 175 of the *Local Government Act 2009* and Section 277 (1) of the *Local Government Regulation 2012*, Council adopts the following dates for the holding of Council Meetings in 2021:

Ordinary Meetings of Council

<b>Date (2021)</b>	<b>Location</b>	<b>Commencement Time</b>
Wednesday, 20 January	Chinchilla Customer Service Centre	9.30 a.m.
Wednesday, 17 February	Wandoan Customer Service Centre	9.30 a.m.
Wednesday, 17 March	Miles Customer Service Centre	9.30 a.m.
Wednesday, 21 April	Jandowae Customer Service Centre	9.30 a.m.
Wednesday, 19 May	Tara Customer Service Centre	9.30 a.m.
Wednesday, 23 June	Dalby Corporate Office	9.30 a.m.
Wednesday, 21 July	Chinchilla Customer Service Centre	9.30 a.m.
Wednesday, 18 August	Wandoan Customer Service Centre	9.30 a.m.
Wednesday, 22 September	Miles Customer Service Centre	9.30 a.m.
Wednesday, 27 October	Jandowae Customer Service Centre	9.30 a.m.
Wednesday, 17 November	Tara Customer Service Centre	9.30 a.m.
Wednesday, 8 December	Dalby Corporate Office	9.30 a.m.

## Background Information

Section 257 (1) of the *Local Government Regulation 2012* that stipulates:

*"A local government must meet at least once in each month."*

At the Special Post Election Meeting of Council held on 27 April 2020, Council resolved to hold Ordinary Meetings as follows:

- "... a. On the third Wednesday of the month commencing at 09:30 AM;  
b. The venue for the meeting will be set on a rotational basis at the Dalby, Chinchilla, Jandowae, Miles, Tara and Wandoan Customer Service Centres;..."

## Report

The following dates are recommended for Council Meetings to be held in 2021

Ordinary Meetings of Council

<b>Date (2021)</b>	<b>Location</b>	<b>Commencement Time</b>
Wednesday, 20 January	Chinchilla Customer Service Centre	9.30 a.m.
Wednesday, 17 February	Wandoan Customer Service Centre	9.30 a.m.
Wednesday, 17 March	Miles Customer Service Centre	9.30 a.m.
Wednesday, 21 April	Jandowae Customer Service Centre	9.30 a.m.
Wednesday, 19 May	Tara Customer Service Centre	9.30 a.m.
Wednesday, 23 June	Dalby Corporate Office	9.30 a.m.
Wednesday, 21 July	Chinchilla Customer Service Centre	9.30 a.m.
Wednesday, 18 August	Wandoan Customer Service Centre	9.30 a.m.
Wednesday, 22 September	Miles Customer Service Centre	9.30 a.m.
Wednesday, 27 October	Jandowae Customer Service Centre	9.30 a.m.
Wednesday, 17 November	Tara Customer Service Centre	9.30 a.m.
Wednesday, 8 December	Dalby Corporate Office	9.30 a.m.

Once adopted, these dates will be advertised in the local media and placed on Council's website, and any future changes to these dates will require a resolution from Council.

Proposed meeting dates are subject to change due to clashes with conferences/forums, where the majority of Councillors may wish to attend, and/or public holidays.

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

*Local Government Act 2009*  
*Local Government Regulation 2012*

Budget/Financial Implications

Nil

**Conclusion**

It is proposed that Council adopt the recommended dates for the Meetings of Council for the period January 2021 to December 2021. Once adopted, these dates will be advertised in the local media and placed on Council's website, and any future changes to these dates will require a resolution from Council.

**Attachments**

Nil.

**Authored by:** J. Weier, SENIOR EXECUTIVE OFFICER



<b>Title</b>	<b>Corporate Services Report 2019 2020 Q4 Enterprise Risk Management and Operational Plan Review</b>
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<b>Date</b>	28 July 2020
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<b>Responsible Manager</b>	P. Greet, CUSTOMER SUPPORT AND GOVERNANCE MANAGER
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## Summary

The purpose of this Report is to provide Council with:

1. the status of the strategic risks which Council manages under its Enterprise Risk Management Framework; and
2. progress towards achieving the 2019/20 Operational Plan outcomes for the fourth quarter.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and noted.

## Background Information

### 1. Review of Enterprise Risk

The *Local Government Regulation 2012* (Section 164 (1) and Section 175 (1)(b)(ii)), provides legislative context for Council's requirement to establish an effective risk management system.

While not mandated by law, it is expected that local governments' risk management activities are undertaken in accordance with AS/NZS ISO 31000:2009 Risk Management - Principles and Guidelines.

Council's Enterprise Risk Management Framework is based on these principles and guidelines. It informs how Council manages risk, assists in building a risk culture, and provides informed decision making by considering risk across Council's strategic and operational activities.

Council's Risk Appetite Statement is as follows:

*"Council has a high appetite for initiatives where there is a good understanding of the risks, and there is confidence that the outcomes will lead to significant business improvements or service delivery"*

Council's Enterprise Risk Register is reviewed by responsible risk owners as an ongoing function of management, and at least each quarter as part of the quarterly review. A copy of this register can be viewed at any time by the Senior Management team, and it is presented annually to the Audit Committee and Executive Management Team.

Following an Internal Audit recommendation, a separate Fraud Risk Register was developed. The Fraud Risk Register is reviewed by responsible risk owners as part of the Enterprise Risk Register and the Operational Plan quarterly review.

### 2. Review of the Annual Operational Plan

Pursuant to the *Local Government Regulation 2012*, Section 174(3)

*The Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual Operational Plan at meetings of the local government held at regular intervals of not more than three months.*

## Report

### 1. Corporate Quarterly Review of Enterprise Risk

The Enterprise Risk Management review addresses Council's core enterprise risk - both from a strategic and operational perspective. All risks are assigned to risk owners who are responsible for monitoring and managing them, with reviews undertaken at least quarterly.

Operational risks are monitored by the responsible managers at an operational level, and within normal management capacity. Should any of these risks become a concern, the relevant manager will seek direction from the Executive Management Team to implement mitigation strategies outside of their normal operational resources.

The register is reviewed as part of the corporate quarterly review process as at the end of Q4 with all risks identified in the Enterprise Risk Register deemed manageable and/or acceptable, within normal day to day management capacity.

The Fraud Risk register is also reviewed as part of the quarterly review process. Fraud risks are reviewed by the risk owner to ensure risks are being identified, and controls are in place to mitigate or reduce the risk.

To assist Senior Management in complying with their responsibility in relation to risk management, an Annual Risk Statement by Managers was developed. The Statement was sent to all Managers - those who currently

have risks identified in the registers and those who don't. The purpose of the statement is to confirm that Managers are thinking about risks specific to their day-to-day operations and ensuring risks are being identified, included in the relevant register, and appropriate controls are in place to mitigate the risks. The Annual Statement also includes confirmation that projects and events have a process in place to manage risks.

## 2. Corporate Quarterly Review of Operational Plan

In the attached, a review of the 2019/20 Operational Plan against both 'progress status' and 'measure of success' are identified against each of the plan's success drivers.

The status and success indicators for the specific drivers articulated in the Operational Plan clearly show Council has made significant progress on the delivery of its commitments during this fourth and final quarter. The majority of actions have been achieved to close out the financial year, however the COVID-19 pandemic has impacted on the completion of some actions in particular the Health Services and Communities areas.

## 3. Performance Summary

In addition to the specific success drivers within the Operational Plan, areas where senior management believes excellent outcomes were achieved during the 2019/20 financial year will be reported at six (6) monthly intervals for Q1/Q2 and Q3/Q4 of each year; thereby providing a snapshot of achievements, identified at the mid-point and end of the financial year.

A summary of achievement for the third and fourth quarters of the 2019/20 financial year is provided as follows:

### **Strong Economic Growth**

- 2020 Events Forum held in Chinchilla on 14 March 2020, showing our ability to host high class events as part of a unique networking event.
- WDRC partnered with local Chambers of Commerce and the National Retail Association (NRA) to deliver free online retail workshops to boost local business and energise the Western Downs economy.
- The upgraded JS Fisher Lookout / Bunya Mountains Outlook project was officially opened. A drawcard for tourists.
- *Google My Business* workshops delivered, with 45 participants across the region.
- Two new industry prospectuses have been developed for the Health and Transport & Logistic industries.
- Council delivered free online webinars in partnership with Australian Small Business Advisor Services (ASBAS), Digital Solutions Queensland and local Chambers of Commerce. 35 businesses took advantage of the program.
- TSBE Protein 2020 Conference was held in Dalby on 4 March 2020, with 100 attendees.
- Regional Reseal Program - 100% of the externally sourced works to deliver this program was awarded to local contractors at a combined value of \$3.05M. Council split the haulage of the Jimbour Quarry pre-coated aggregate to the sites from the bitumen contractor package to allow local haulage companies the opportunity to secure this work.
- 35.97km upgrade of Auburn Road complete with Type 1 Road Trains and B-Doubles now able to use the road under permit conditions.
- 2019/20 Design Program completed as well as the design for an additional \$3.7M of projects.
- 95.5% of 2019/2020 Capital Works Program completed at End of Financial Year despite the unprecedented impacts of bushfires, floods and pandemics.
- Jandowae town streets upgraded from gravel to bitumen (Queen, Warra & Albert Streets)
- Greenswamp Road intersection upgraded to cater for heavy vehicle access to feedlot.
- Kents Road upgraded from gravel to bitumen for 6.65km.
- Nandi Road, Nandi upgraded for 3kms.
- Scoullers Road, Goombi upgrade for Energy Sector from gravel to bitumen for 5.2km.
- 158,840 tonnes of gravel produced at the mobile pits to enable the construction and maintenance programs to be completed. 283,212 tonnes produced for the year (noting that 1 crusher was offline for 6 months during the year).
- 62,857 tonne aggregates and 53,514 tonne of road base in total issued from Jimbour Quarry for the year.
- 3.5km of new footpath constructed across the region.

- 84km of gravel road resheeting completed.
- Staff working with renewable energy sector on future projects, that will result in road upgrades and maintenance.
- Road Corridor Permits issued totalled 2,043. Road Corridor 410 (20%), Resource 421 (21%) and NHVR 1,212 (59%).

### **Great Liveability**

- New Welcome Guides were launched in January for our 6 major regional centres. The guides provide local knowledge and information for new and future residents highlighting why Western Downs is the best region to live in.
- The 2019/20 Regional Road Resealing program was completed. Council delivered a \$3 million program across the region which seen repairs and upgrades to our roads while working towards a cleaner, green future. Using around 241,000kg of recycled rubber as part of the bitumen mixture.
- Chinchilla new off-leash dog park opened.
- A new and improved amenities block at the popular Chinchilla Weir was completed.
- The Utilities team maintained a high level of service with no significant water supply interruptions and no water quality incidents for the 2019/20 financial period.
- Wastewater and recycled water schemes achieved a high level of compliance and consistently provided alternative water supply sources for the community.
- Myall Creek debris removal involved the use of excavators, cranes, small boats and crew members in waders. Over 30 shopping trolleys were retrieved, along with a diverse range of other general litter.
- Construction of the new pedestrian bridge over the Myall Creek near Amos Street, Dalby. Local builder, New State Builders, successfully delivered onsite concrete works, while the 15.3m long x 3m wide bridge steel and timber bridge superstructure was constructed in Sydney and shipped to site.
- Works staff worked diligently around the clock to keep roads safe and restore access to homes and businesses as soon as possible, following the February 2020 flood event. Council's response was regional, with crews from Dalby, Jandowae, Miles, Tara, and Chinchilla pulling together for the clean-up in Jandowae.
- Replacement of the Chinchilla Charleys Creek pedestrian bridges.
- Repair of trunk main at base of Chinchilla water tower at night displaying great judgement, safety and teamwork while avoiding any disruptions for customers.
- All current Priority 1 & 2 defects have been repaired in accordance with Council targets.
- Rehabilitation of the timber bridge at Bundi Road, Wandoan, re-opening this bridge for heavy vehicle access.
- Rehabilitation works completed on Yeovil Road bridge and the two Downfall Creek Road bridges to restore the bridges to a safe condition.
- Council's regional reseat program achieved 100% local spend this financial year, a massive achievement across a program delivering over 1 million m2 of sprayed seals, 1.97million litres of bitumen, and 13,200tonne of cover aggregate. This year the program also saw the widespread adoption of a crumb rubber bitumen using recycled crumb rubber from vehicle tyres. Council's program used the equivalent of over 31,100 individual passenger car tyres.
- Council's maintenance graders performed cyclic maintenance to over 9,450km of Council's unsealed road network in the 2019/20 financial year, providing a safe and sustainably maintained network to support our rural industries.
- Works staff have delivered all outstanding and due higher priority defects on Council's local roads and footpath networks, providing a safer and better presented transport network across the region for our residents and visitors. This included the delivery of over 370 serious defects in a period of 6 months.
- Utilities team successfully desilted the Loudoun Weir intake, prior to inclement weather filling the weir to 95% the following day. Over 10 years of silt, sedimentation and debris was removed, which will increase the available water during dry times. The team took advantage of a narrow window between complete loss of supply and recharge, with the help of local contractor, Clarris Earthmoving.
- A joint effort from Utilities and Works successfully repaired a wall failure on Koondai Dam following a significant rain event in the upstream catchment. Local contractor Clarris Earthmoving made a temporary repair on the dam wall within 24 hours to enable repairs to the raw water supply line to occur with no loss of service to the Bell community. Works provided technical and on-ground support throughout the event and completed the permanent repair quickly.

- The Utilities team successfully repaired a minor collapse in a sewer pipe under Jandowae Creek in Jandowae, causing significant water infiltration into the sewer network. This is a critical sewer main connecting the north-western branch of the network to the Sewerage Plant. Staff constructed a bypass sewer main over the creek to allow specialist contractors, Downer Pipetech, to install a fiberglass inline patch which successfully sealed the leak.

### **Active Vibrant Communities**

- Inaugural *'Words Out West' Readers and Writers Festival* was held in Dalby from 14-16 February 2020 featuring international and Australian authors, a Student Engagement Day, Writers' Retreat, and Gala Dinner. 35% of attendees were from outside WDRC, 55% stayed overnight and 12 schools participated in the Student Day.
- Westerns Downs hosted the Queensland Reds and NSW Waratahs, bringing visitors into our region and boosting the local economy.
- Council partnered with local Community Groups to successfully deliver regional Australia Day Events and Award Ceremonies in Chinchilla, Dalby, Jandowae, Meandarra, Miles & Wandoan.
- Western Downs Libraries dished up a new *Library Takeaway* service. Over the 7 weeks it operated, more than 2,000 items in over 600 packages were delivered or collected, and families said it assisted them with home-based learning while schools were closed.
- *Your Library at Home* campaign promoted resources that library customers could access online during lockdown and resulted in an increase of 163% in online library users.
- Western Downs Libraries installed new educational and family friendly *Storywalks* at Chinchilla Botanic Parklands and Thomas Jack Park, in partnership with the State Government's First 5 Forever Program, allowing contactless Storytime and early literacy development to continue during lockdown.
- 2020 Western Downs Regional Artists' Exhibition opened. With the current COVID-19 pandemic the exhibition has gone digital. Depending on government advice, artworks will hopefully be displayed later in the year at Gallery 107@Dalby.
- Council recognised the service of volunteers across the region as part of National Volunteers Week.
- Groovin' from the Garage – The Originals Competition was launched in May, receiving 23 entries from local artists across the region.
- Chinchilla Street placemaking initiative was completed. Local artists were selected to enhance Chinchilla's key business precinct with artwork reflecting iconic themes of the district e.g. watermelons.
- Council partnered with SwimFit to deliver pool parties across the region. These were held at Bell, Chinchilla, Dalby, Wandoan & Tara over the month of February.
- Libraries launched digital programming including a series on online Storytimes that have collectively received more than 11,000 views.
- Western Downs Libraries was one of the first in the state to re-introduce socially-distanced Storytime sessions, promoting early literacy development and giving parents the opportunity to reconnect post-lockdown.
- 4 footpath construction packages completed as part of the COVID-19 Recovery Package, utilising local contractors to deliver the works.
- Reconstruction of 3 timber pedestrian bridges at Charleys Creek, in similar styling to the pedestrian bridges in the Chinchilla Botanic Parklands.
- Miles CBD Streetscape – concept design and community consultation were undertaken and completed. The community engaged enthusiastically and participated in workshops, including Skype workshops as a result of COVID-19 restrictions. The concept plan was finalised and subsequently supported. The project is now in the detailed design phase.
- Release of the Community Organisation Hardship and Assistance grant program and the Infrastructure program to assist community groups in response to the impacts of COVID-19.
- Installation of 35 new banner poles across the Western Downs to promote our vibrant communities.

### **Financial Sustainability**

- Unveiled Council's \$50 million COVID-19 Recovery Package to secure and create jobs, energise the economy and support the region.
- WDRC scored top marks for financial sustainability and management in the Queensland Audit Office *Local government entities: 2018-19 results of financial audits* Report 13: 2019-20.
- Despite added complexity in the 2019-20 year the Design team exceeded expectations with additional projects completed ahead of time.

- GIS/Asset Management completed the coordination of Proof of Concept "Facilities" workshop with CIVICA in order to ascertain if Civica can deliver the identified business requirements for Council's Asset Management Information System.
- Stormwater and Gas comprehensive valuation undertaken.
- Regional water towers have been cleaned and inspected by divers.
- Divers installed overhauled river pump at Loudoun Weir.
- Meandarra town bore - removal of obstruction.
- Transport Asset Maintenance Management Plan (TAMMP) reviewed and 12-month trial extension.
- \$3.48 million of invoices issued to resource sector for works completed for design, construction and maintenance on road network impacted by resource traffic.
- 50% General rate relief for commercial, retail and shopping centres as part of the COVID-19 stimulus package.
- Western Downs Libraries entered into a consortia arrangement with South Burnett Regional Council to deliver twice the number of online e-audiobooks and e-magazines to our customers for less money.

## People

- 14 trainees and apprentices obtained employment with WDRC or within the community and 2 trainees went onto university at the end of the traineeships.
- Council welcomed 14 young trainees and apprentices in February 2020 as part of the Early Career Program.
- A recruitment agency register was developed as a quick reference, to capture Agencies Terms of Business.
- Employee Service Recognition Awards for 2020 have been arranged and award ceremonies are being conducted in the first quarter 2020/21 with 68 employees to receive their certificate and service pin.
- The Non-Operational Staff Certified Agreement was certified in the Queensland Industrial Commission.
- Staff voted in favour of a new Operational Staff Certified Agreement which will now proceed to certification in the Queensland Industrial Commission.
- As part of COVID-19 an application for the Aged Care retention bonus for staff was completed.
- Job screen rapid medicals was implemented during COVID-19 while restrictions were in place for some requirements of pre-employment medicals.
- Working from Home Policy was approved by the Executive Management Team.
- Policy reviews were undertaken for Higher Duties and Employee Leave.
- A review was undertaken of the Human Resources Delegations Register and new recruitment processes developed to simplify processes.
- The time to take to recruit was less than 10 weeks for 2019/20.
- Following a request for quotation to supply corporate uniforms from local supplies in 2018/19, 3 local suppliers commenced supplying in 2019/20.
- A Health and Wellbeing program facilitated by Max Solutions (Council's Employee Assistance Program provider) was rolled out to all employees in Health Services focusing on wellness and coping.
- A number of audits and wage reviews were undertaken to ensure compliance.
- WHS is providing information and advice to assist council manage risk during the COVID-19 pandemic. Numerous fact sheets have been developed and WHS is assisting various business areas to develop COVID SAFE plans. WHS advisors conducted compliance inspections to ensure employees were adhering to the control measures to prevent the spread of the virus. A COVID-19 register was established for the purpose of tracking COVID-19 related incidents such as self-isolation requirements and cross border movements including current employees and new recruits.
- The WHS team has worked with the ESSG to review and establish a set of performance measures that enables monitoring of activities across Council. The measures consist of a range of lead indicators and lag indicators that have been benchmarked against other like Councils. Achievements against these performance measures are reported and discussed at the monthly ESSG meetings.
- Council undertook Work Health and Safety inspections of noisy work environments; 116 employees were identified as working in noisy environments within Council. As a result, the hearing of these employees will be monitored with hearing assessments being booked for these identified employees.
- WDRC again achieved the 4,801 certifications for the Works department. This has been a collaborative effort and shows how entrenched safety has become within the department. Safety is best measured by the absence of data - zero fatalities.



- A comprehensive review of building emergency procedures is underway to ensure Council meets all compliance requirements. This includes a full building audit along with review and upgrade of evacuation documentation and diagrams. Emergency equipment has been serviced and maintained to standard including fire extinguishers, emergency lighting and first aid kits. Emergency procedures training has also been conducted and this will be ongoing across the organisation.
- The 2020 Staff Flu Vaccination Programme resulted in 398 employees receiving a flu vaccination compared to 301 last year. WDRC met the Federal Government order requiring any staff that entering an aged care facility must have received a flu vaccination by 1 May 2020.
- The WHS team continues to focus on managing work related injuries by promoting prompt reporting and early intervention with injured workers, to achieve an early return to normal duties. LGW worker's compensation premiums have reduced for the fourth consecutive period from 1.03% to 0.912%. The estimated premium savings for this reduction in premium is expected to be around \$66,000 for 2020/21.
- Mine Entry Inspection identified a deficiency with plant guarding. New guarding has been fabricated and installed on the fixed crushing plant at Jimbour Quarry to DNRME regulations and requirements. Priority 1 and 2 audit findings have been installed with the final priority 3 audit finding to be installed by October.
- Quartz, dust and noise testing contractors are currently being sourced to conduct testing at Jimbour Quarry and extraction pits as per the DNRME QGL02 requirements.
- Respiratory and chest x-ray medicals are being conducted as per the DNRME requirements.
- New soundproof room installed at Chinchilla Workshop Office due to noisy server after noise assessment conducted.
- Organisational Development submitted a nomination for the Large Employer of the Year for the 2020 Queensland Training Awards. Nine (9) previous Trainees have nominated for the Bob Marshman Trainee of the Year Award.
- Council's Grow @ Work Program was nominated for Workplace Wellbeing for the 2020 LGMA Awards
- Seven (7) staff have been accepted in the Grow@Work program aimed at providing staff an opportunity to develop their skill set and gain a deeper understanding of other Council departments. This program following the success of previous rounds, with excellent feedback being received from previous participants.
- Signed co-provider contracts with two RTOs to enable more flexible training for FY 2020/21
- Organisation Development, during COVID-19 restrictions, were able to partner with training providers to allow Trainees and Apprentices to continue their study through online learning.
- Organisational Development created a Corporate Induction video to enable new employees to undertake their Corporate Induction training instead of attending a Face to Face Induction during COVID-19 restrictions.
- Online virtual training opportunities were coordinated to replace face to face training so that corporate and compliance training could continue during COVID-19 restrictions.
- Australian Government, Australian Apprentices Employer Incentives were claimed and processed to the value \$70,500 for FY 2019/20.
- Eight Community Spirit Bursary students completed paid work placement during June 2020.
- Organisational Development rolled out the 2020 Climate Survey across the organisation.
- Following internal and external audits, controls were implemented regarding permissions and master file changes in the payroll system.
- A review was undertaken, and a revised time-sheet variation was created to simplify for staff.
- Following a review of payroll forms these were converted to fillable forms.
- A review was undertaken on how staff apply for leave and Online Leave was rolled out to the organisation, where employees can now apply for leave on their phones, laptops or while at home.
- Payroll, during COVID-19, successfully transitioned the processing of pays to be undertaken remotely from home.
- Security awareness training rolled out across Council.
- New intranet project completed providing improved collaboration, information sharing and functionality for staff.
- Darling & Surat Basin (DASB) Water Operators Forum, hosted by Western Downs Regional Council. The Forum was aimed specifically at water and network field staff, with several operators presenting informative papers. A tour of Dalby RO2 Treatment Plant completed the day.
- COVID-19 Response Planning was completed efficiently ensuring that all Infrastructure Services Staff were catered for; either working remotely or carry out their key operational functions and activities with

mitigation measures in place. Minimised negative impact to the IS business and critical services continued to be delivered to the community,

- Council's support of the cadetship program resulted in 3 local residents gaining employment and professional development opportunities in Infrastructure Services, in Design, Strategic Planning and Works Construction.
- Several Communities Department staff were redeployed for some months during the pandemic to support Health Services staff in aged-care facilities and HACC.

#### Consultation (Internal/External)

The quarterly review of the Enterprise Risk Register, the Fraud Risk Register and the 2019/20 Operational Plan, is built from information supplied by each responsible manager. Further, consultation is undertaken in identifying significant achievements across each quarter to be reported at six (6) monthly intervals in each year.

#### Legal/Policy Implications (Justification if applicable)

Nil

#### Budget/Financial Implications

Nil

### **Conclusion**

The review of Enterprise Risk Management by the responsible Managers reveals no major risks of concern to the organisation. The challenge to management is to continue to embed a risk aware culture, which still allows the organisation to be poised to take advantage of opportunities as they arise. Naturally there are risks around fraud and workplace health and safety, for which the organisation has a zero-risk appetite. The formation of a separate Fraud Risk Register serves to further highlight this area of risk to both management and the organisation.

The review of the Operational Plan outcomes and the Performance Summary indicate that Council continues to perform well into the new 2020/21 financial year.

### **Attachments**

1. 4<sup>th</sup> Quarter 2019/20 Enterprise Risk and Corporate Operational Plan Review

**Authored by:** W. Burton, PERFORMANCE RISK AND REPORTING OFFICER



**TOGETHER WE MAKE A *REAL* DIFFERENCE**



# 4th QTR 2019/20 ENTERPRISE RISK AND OPERATIONAL PLAN REVIEW

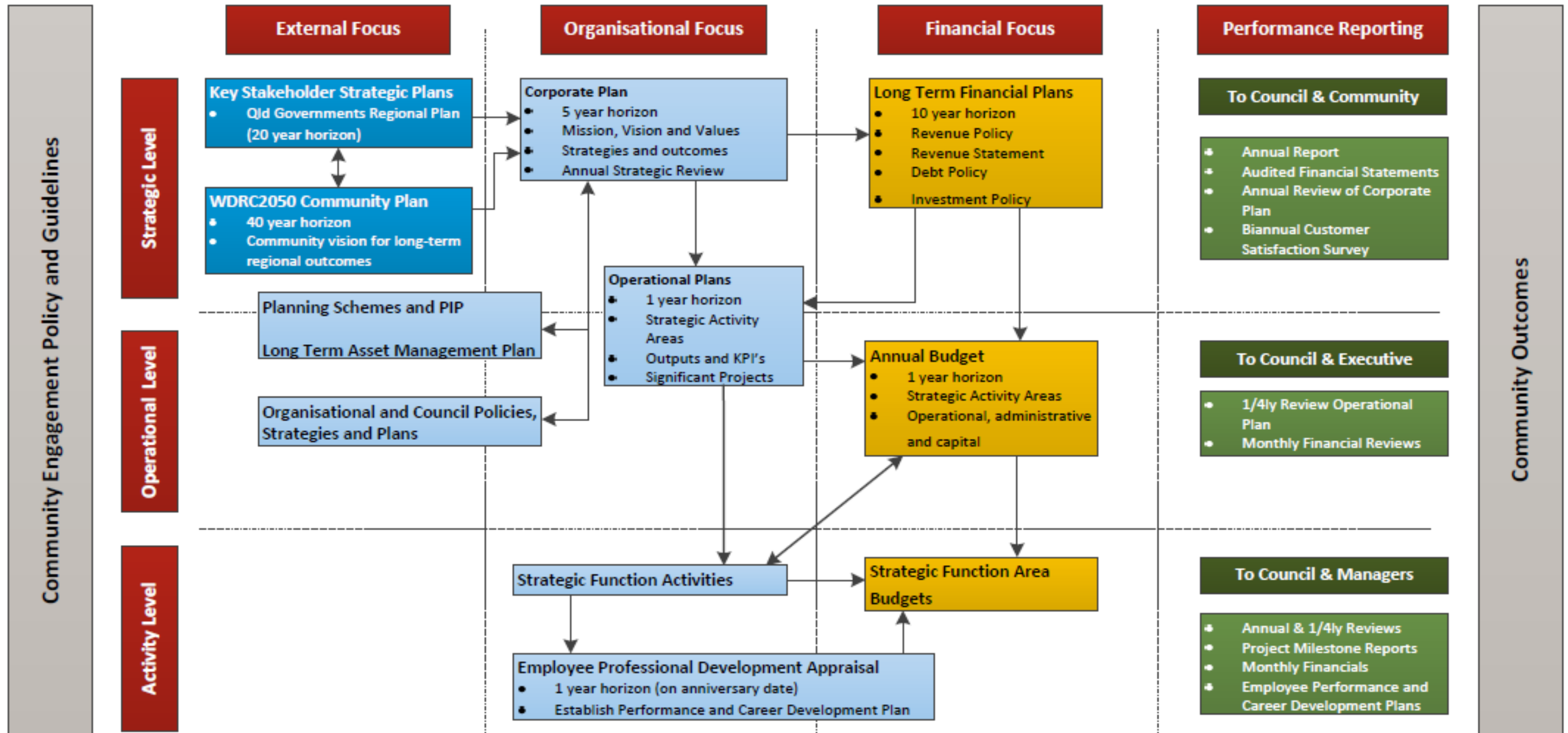
For the period 1 April to 30 June 2020

## DELIVERING COUNCIL'S CORPORATE PLAN PRIORITIES





## WDRC Strategic Planning and Performance Management Framework



### WDRC RISK APPETITE STATEMENT

Council has a high appetite for initiatives where there is a good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.

# ENTERPRISE RISK MANAGEMENT

QTR 4 - 2019 / 20

## STRATEGIC RISKS :

Strategic Risks relate to the Whole of Council. These risks affect the longer-term interests of the Council and the Community, they affect service delivery, and they have an organisation wide focus

Area of Risk	The Risk	Inherent Risk - Consequence	Inherent Risk - Likelihood	Inherent Risk - Impact	Mitigation / Control Measures currently in place	Residual Consequence	Residual Likelihood	Residual Consequence	Effectiveness of Current Measures	Treatment for Residual Risk level	Responsible Officer?
<b>FINANCE</b> Risk Appetite Low	Council's long term financial sustainability being impacted by long term operating deficits	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> <li>Established and well understood budgetary process (proactive)</li> <li>Financial Management Strategy is in place which details financial sustainability indicators and for which there is strong commitment (proactive)</li> <li>Forward planning &amp; budgeting (10 yr Financial Plan) is undertaken (proactive) which includes scenario analysis</li> <li>Income &amp; expenditure modelling is undertaken including using conservative population growth forecasts (proactive)</li> <li>Strategic asset management planning, linking into Capital &amp; Maintenance Works Programs (10 Yr) &amp; debt/funding needs in long term financial forecasting is undertaken (proactive)</li> <li>Complex issues are presented in detailed workshops with elected members &amp; key staff (proactive)</li> <li>Revenue Statement is reviewed for potential drafting weaknesses by an external expert (proactive)</li> <li>Monitoring of progress against budget undertaken monthly including half year budget review (reactive)</li> <li>Operations staff understand financial aspects relevant to roles i.e. delegations and procurement practice (proactive &amp; reactive)</li> <li>Workforce planning considers affordability of positions (proactive)</li> <li>Local Government Legislation provides a sound regulatory environment (proactive)</li> <li>Bank reconciliations are undertaken daily (reactive)</li> <li>Sound procurement practice which is delivering real savings (proactive)</li> <li>Insurance policies are regularly reviewed (proactive)</li> <li>Queensland Audit Office has a significant focus on financial sustainability and compiles an annual report to Parliament on sustainability of local government and other factors (reactive)</li> </ul>	Minor	Unlikely	Low	Good	RETAIN the Risk	CFO
<b>TECHNOLOGY</b> Risk Appetite Low	Loss of systems and data impacting on operations	Catastrophic	Almost Certain	Extreme	<ul style="list-style-type: none"> <li>30 minute backup to new cloud backup infrastructure (Proactive)</li> <li>Virtualised server environment (Proactive)</li> <li>Off-site tape back-up (Proactive), Note tapes are no longer required due to cloud based system.</li> <li>Change Management practices in place (Proactive)</li> <li>Monthly server and workstation security patching (Proactive)</li> <li>Infrastructure Systems Monitoring for availability - Solarwinds (Proactive)</li> <li>Daily audit reports available for Civica Authority (Reactive)</li> <li>Continual improvement of Standard Work Practices (Proactive)</li> <li>Internal auditor undertakes regular audit based on assessment of risks (Reactive)</li> <li>Response plans - Business Continuity Plan (Proactive)</li> <li>Mobile device/storage encryption (Proactive)</li> <li>Staff awareness program on cyber security (Proactive)</li> <li>Investment in edge security &amp; endpoint security platforms (Proactive)</li> <li>Ongoing security/penetration testing (Proactive)</li> <li>Biannual Testing of Disaster Recovery (Proactive)</li> <li>Implementation of an IT Management Information System - improved knowledge, problem, change and asset management (Proactive)</li> <li>Up to date policies for Cyber Security (Proactive)</li> <li>Use of recognised Project Management methodology (Proactive)</li> <li>Cyber security insurance (Reactive)</li> <li>Identity and user access control - ensuring effective role-based security (Proactive)</li> </ul>	Moderate	Possible	Low	Good	RETAIN the Risk	CIO
<b>BUSINESS CONTINUITY</b> Risk Appetite Low	Council unable to continue to deliver critical business functions and services in a disruptive event.	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> <li>Business Continuity Policy, and Business Continuity Framework reviewed and endorsed by Executive Management Team (Proactive)</li> <li>Business Impact Analysis (BIA's) conducted to identify critical business functions/services required to operate during a disruptive event (Proactive)</li> <li>BIA's reviewed and endorsed by Executive Management Team (Proactive)</li> <li>Business Continuity Plans (BCP's) developed and stored in the cloud for all critical functions/services identified by BIA's (Proactive)</li> <li>BCP's endorsed by Executive Management Team (Proactive)</li> <li>BCP Policy, Framework, BIA's and BCP's independently reviewed (Proactive)</li> <li>BCP Desktop Test Exercise conducted November 2018 (Proactive)</li> <li>Data backup and disaster recovery cloud based enabling access during a disruptive event</li> </ul>	Moderate	Unlikely	Low	Good	RETAIN the Risk	GM (CS)
<b>DISASTER RESILIENCE</b> Risk Appetite Low	Business and community is unable to effectively respond in the event of a disaster	Major	Likely	Significant	<ul style="list-style-type: none"> <li>Effective contract management (Proactive)</li> <li>Safety systems (Proactive)</li> <li>Effective procurement policies/management (Proactive)</li> <li>Effective management of Disaster Management Plan (Proactive)</li> <li>Other providers available to do the work if the core supplier fails (in some instances) (Reactive)</li> <li>Preferred Supplier Arrangements in place (Proactive)</li> <li>IT Disaster Recovery (Reactive)</li> <li>Coordinated internal and external corporate communications (Reactive)</li> <li>Monitoring of weather forecasts (including flood alerts) (Proactive)</li> <li>QERMF Risk Assessments on Natural Hazards (Proactive)</li> </ul>	Major	Possible	Significant	Fair	RETAIN the Risk	GM (IS)

# STRATEGIC ENTERPRISE RISKS - Continued ....

QTR 4 - 2019 / 20

Strategic Risks relate to the Whole of Council. These risks affect the longer-term interests of the Council and the Community, they affect service delivery, and they have an organisation wide focus

Area of Risk	The Risk	Inherent Risk - Consequence	Inherent Risk - Likelihood	Inherent Risk - Impact	Mitigation / Control Measures currently in place	Residual Consequence	Residual Likelihood	Residual Consequence	Effectiveness of Current Measures	Treatment for Residual Risk level	Responsible Officer?
<b>CULTURE</b> Risk Appetite High	The work culture is inconsistent with the organisation's objectives	Major	Likely	Significant	<ul style="list-style-type: none"> <li>Established Organisational Structure (Proactive)</li> <li>Council performance reporting (Reactive)</li> <li>Corporate and Operational Plan Quarterly reporting (Reactive)</li> <li>Employee Performance Agreements in place (Proactive)</li> <li>Corporate Onboarding (Proactive)</li> <li>Learning and Development Framework in place (Proactive)</li> <li>Staff Risk appetite awareness (Proactive)</li> <li>Staff Recognition and Length of Service programs (Proactive)</li> <li>Staff Mentoring program</li> <li>Internal Communication Systems (COLIN, staff meetings, messaging, localising and engaging) (Proactive)</li> <li>GROW@Work program</li> <li>Innovation Lab</li> <li>Staff Leave management (Proactive)</li> <li>Performance management (Proactive)</li> <li>Staff values clearly communicated (Proactive)</li> <li>WorkVibe (Proactive)</li> <li>We Are WDRC Awards</li> <li>Employee Wellness Programs</li> <li>Safety First</li> </ul>	Moderate	Possible	Moderate	Good	RETAIN the Risk	GM (CS)
<b>FRAUD &amp; CORRUPTION</b> Risk Appetite Zero	Significant misappropriation or theft of Council funds / assets / information.  Exposure to fraud or corruption - damage to reputation, organisational culture and financial loss.	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> <li>Separate Fraud Risk Register Established that identifies proactive and reactive controls (Proactive)</li> <li>Risk owners and risk managers required to provide statements attesting to active identification and management of risk (Proactive)</li> <li>Fraud and corruption Policy and Framework in place (Proactive)</li> <li>Annual fraud and corruption awareness training program (Proactive)</li> <li>Annual ethics training program (Proactive)</li> <li>Employee code of conduct (Proactive)</li> <li>Councillor code of conduct (Proactive)</li> <li>Effective leave management in place (Proactive)</li> <li>Systems in place for reporting suspected fraudulent or corrupt activity (Proactive)</li> <li>Delegations of authority (Proactive)</li> <li>Financial system controls (Proactive)</li> <li>Controls in place for software system user rights (Proactive)</li> <li>Expenditure and payments system financial controls in place (Reactive)</li> <li>Segregation of duties (Proactive)</li> <li>Management accountability to actively monitor for fraud and corruption (Reactive)</li> <li>System access control and forced revision of passwords (Proactive)</li> <li>Action taken if theft/misappropriation occurs (Reactive)</li> <li>Fraud risk routinely discussed as agenda item at team meetings (Proactive)</li> <li>Internal audit function overseen by Audit Committee (Proactive)</li> <li>Budget approval and review process (Reactive)</li> <li>Conflict of Interest declarations, secondary employment declarations (Proactive)</li> <li>Police checks undertaken as part of pre-employment assessments for all relevant positions (Proactive)</li> <li>Established and widely promoted organisational values (Proactive)</li> <li>Internal Audit oversight (Proactive)</li> <li>Annual Manager Risk Statement (Proactive)</li> </ul>	Moderate	Possible	Moderate	Good	CONTROL the Risk	CS&G Manager
<b>SAFETY</b> Risk Appetite Low	Safety - injuring workers and decreased Community wellbeing	Major	Likely	Significant	<ul style="list-style-type: none"> <li>Established Workplace Safety Management System (includes training and awareness) (Proactive)</li> <li>Risk assessments carried out and standard work practices in place for the delivery of essential services (Proactive)</li> <li>Compliance with Standards/Legislation (Reactive)</li> <li>Incidents are recorded in Beakon "incident management system" (Reactive).</li> <li>Training is conducted for all relevant staff on the use of Beakon "incident management system"(Proactive)</li> <li>Risk trends are identified in all Council areas and activities (Proactive)</li> <li>There is a Safety audit program across Council (Proactive)</li> <li>Ad-hoc training is delivered to staff (Proactive)</li> <li>A rehabilitation service is in place for early return to work of injured workers (Reactive)</li> <li>Upskilling training is provided for WHS Advisors (Proactive)</li> <li>Tool box talks conducted with staff in high risk areas (Proactive)</li> <li>Plant used by Council staff is 'fit for purpose' (Proactive)</li> <li>Statewide workplace injury trends are monitored (Proactive)</li> <li>Safety First culture is embedded across Council (Proactive)</li> <li>In-house programs are delivered (ie. 10,000 steps, flu vaccinations, job specific immunisations) (Proactive)</li> </ul>	Moderate	Unlikely	Moderate	Good	RETAIN the Risk	CHRO



OPERATIONAL PLAN 2019/2020

"This 2019/2020 Operational Plan is developed by the Management and Executive team of WDRC, in response to the commitments of Council's WDRC 2017-2022 Strategic Corporate Plan"

Our Mission

We are part of the community we serve, working together to provide valued leadership and services to a diverse region.

Our Vision

An innovative team - connected locally, united regionally.

We Advocate For

A long term domestic and industrial water supply for our region / A suite of regional health services providing our residents with 'Whole of Life' care / Regional educational facilities and first-class educational services / Community participation programs that engage and inspire our local youth / Modern and efficient telecommunication services that meet the needs of our region.

Council's strategies for strengthening the capacity of its people to deliver on the objectives of the Corporate Plan, followed by Management's Operational Plan Strategies, are reported herewith.




PEOPLE STRATEGIES

OUR PEOPLE - TOGETHER WE MAKE A REAL DIFFERENCE

Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Status	Amended Completion Date	Measure of Success : - a measurable outcome as a direct result of this Action	How successfully has this outcome been achieved for this Quarter?
Safety First	Improve the capability of Health and Safety Representatives, increase engagement and participation levels with stakeholders across WDRC	Chief Human Resources Officer	30.06.20	Achieved		10% reduction in lost time injury frequency.  All incidents are investigated within 2 business days of the incident being logged in Beakon.	The LTIFR reduced by 16% from the previous quarter. The LTIFR in the previous quarter was 24.38% compared to 20.48% at the end of Q4.  Incidents reported in BEAKON are investigated within two business days. Automatic workflow in BEAKON ensure incident summary is sent to relevant personnel, including the WHS team as soon as the incident is entered into the system. The relevant WHS Advisor follows up the incident and reports are generated to ensure compliance.
	Improve Workplace and Safety (WHS) incident reporting.	Chief Human Resources Officer	30.06.20	Achieved		10% increase in reporting via Beakon Management System compared to 2018/19.	There was a 19% increase in incidents reported in BEAKON during 2019-2020. A total of 437 incidents were reported in 2018-2019 and 520 incidents reported during the 2019-2020 period.
	Continue to embed a culture of Safety First.	Chief Human Resources Officer	30.12.19	Variance		Lost time injury rate (LTI) is within the lowest quartile within the Local Government industry.	The LTIFR is higher than the Local Government industry rate when benchmarked against similar Council's with a wage spend of greater than \$20 million and less than \$50 million. The average LTIFR being 12.5, with WDRC currently at 20.48. Although the LTIFR is higher than the benchmark, the overall average injury duration rate is significantly lower than average. This indicates that WDRC is successfully returning injured employees to work quicker resulting in lower overall claims cost which is reflected in the fourth straight period of reduction in workers' compensation premiums payable to Local Government Workcare. WDRC insurance contribution rate is 0.912% in contrast to the LG average of 1.30%.
	Ensure that Council complies with its statutory obligations, minimises its exposure to litigation, understands and manages its risk, undertakes targeted internal audits, and develops effective reporting frameworks.	Chief Human Resources Officer	30.06.20	Achieved		100% of non-compliance issues are addressed within statutory timeframes.	All statutory notices issued during 2019-2020 were closed out within the required timeframes.
We are WDRC - Right People for the Right Job	Employees are engaged.	Chief Human Resources Officer	30.06.20	Achieved		Unscheduled absenteeism are < 8 days.	The unscheduled absenteeism rate was 2.33 days for Q4.
	Continue to equip our Trainees, Apprentices, Cadets, Bursary and Work Experience participants with the skills, capabilities and self-awareness to contribute meaningfully to our community through their careers.	Chief Human Resources Officer	30.06.20	Achieved		80% of trainees/apprentices are placed by the conclusion of their traineeship/apprenticeship.	14 trainees/apprentices obtained employment with WDRC and within the community. 2 trainees went onto University at the end of their traineeship.
	Review and enhance attraction strategies	Chief Human Resources Officer	30.06.20	Achieved		Staff attrition rate is between 10% and 15%.	The attrition rate for this quarter was 9.45%.
Future Fit - Development and Leadership	Build on a sustainable continuous learning and development culture that improves engagement, individual capability and organisational performance.	Chief Human Resources Officer	30.06.20	Achieved		Training satisfaction evaluation score is above 80%  95% of people confirmed enrolled in internal training courses attend.  40% growth of enrolments for e-learning courses on the Learning Management System.	Training satisfaction evaluation score was 89%.  For this quarter, 100% of people confirmed enrolled in internal training courses attended who did not have a valid reason e.g. Sick.  There was a 44% growth in enrolments for e-Learning courses.
	Embed a performance culture in which staff are empowered to act responsibly; be held accountable for their actions; and be recognised for performance excellence.	Chief Human Resources Officer	30.06.20	Variance		90% of staff have performance plans in place.	Performance plans are generally undertaken during Q4. 60% of performance plans were completed. Due to COVID-19 the remainder of plans are rescheduled to be conducted in Q1 2020-21.

OPERATIONAL PLAN STRATEGIES							
<div>  <b>STRONG ECONOMIC GROWTH</b> </div>							
Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Status	Amended Completion Date	Measure of Success : - a measurable outcome as a direct result of this Action	How successfully has this outcome been achieved for this Quarter?
There is confidence in our strong and diverse economy.	Continue to improve our engagement with prospective developers to improve planning outcomes.	Manager Planning & Environment	30.06.20	Achieved		> 90% of development applications are decided without additional information requests. > 90% of decisions are made within allocated assessment timeframes.	77% of development applications were decided without additional information requests issued.  100% of decisions were made within allocated assessment timeframes.  Compliments continue to be received for both the Development Assessment and Building Assessment functions of Council, especially in the context of the Application Fee Waiver scheme. Additionally, Officers have been actively contacting prospective and existing developers discussing the new 'Infrastructure Charges Incentive' scheme, with an extremely positive response.
	Our Development Assessment processing timeframes will continue to be our key point of difference and amongst the best in the state.	Manager Planning & Environment	30.06.20	Achieved		Compliance assessment applications completed with decision notices issued in under 9 business days (compared to statutory timeframe of 10 business days).  Code assessment applications completed with decision notices issued in under 20 business days (compared to statutory timeframe of 70 business days).	No compliance assessment applications were received this quarter.  46 Code and Impact assessment applications were completed with Decision Notices issued under 20 business days (compared to the statutory timeframe of 70 business days) (100%)
	Effectively promote major events and investment opportunities in the Western Downs.	Manager Communications & Marketing	30.06.20	Achieved		There is an increase of 15% reach through digital and traditional media.	Digital media analytics show a 20.5% increase in reach on the Western Downs Regional Council Corporate Facebook page alone. Average for last period 4,005 vs average for present period 4,829.
	Health Services staff advocate for a suite of regional health services providing the community with 'whole of life care'; target State and Federal Government investment in Health Services in the Western Downs Region and promote regional inter-agency collaboration.	Manager Health Services	30.06.20	Achieved		Identification of a minimum of 2 leads to attract investment in additional health services to the Western Downs Region.	Throughout the FY, meetings have been held with three Service Providers with a variety of target groups including youth mental health, disability support and ATSI populations looking to expand their service offerings into the Western Downs region. Collaboration with the Economic Development team and TSBE resulted in the development and publication of the Health Investment Prospectus.
We're open for business and offer investment opportunities that are right for our Region	Identify and enable opportunities that facilitate investment in the region, from outside of the region.	Manager Economic Development	30.06.20	Achieved		A minimum of 20 quality leads per annum are obtained to attract new investment to the region.  2 investments events are delivered through partnerships per annum.	During Q4, a quality lead in renewable energies was obtained following an introduction from TSBE.  The TSBE Enterprise Evening and Surat Basin Energy Awards that were both scheduled to be held in the Western Downs region in Q4 were postponed to the 2020-21 financial year due to COVID-19.
	Identify and enable activities that facilitate the development of local businesses.	Manager Economic Development	30.06.20	Achieved		2 activities are completed, under the Partnership Agreements with regional chambers, that are designed to develop and strengthen local businesses.	During Q4, retail webinars were scheduled to assist local businesses with retail sales, visual merchandising and E-Commerce 101. In total, 31 persons participated across the three webinars. Retail webinars have been recorded and are hosted on Council's website to become a permanent resource. Council has organised 3 business support initiatives to assist businesses that are impacted by COVID-19. A total of 52 businesses were approved for round 1 of the Business Recovery Planning Initiative in which they receive a free consultation session with a local accountant/business advisor. 30 businesses participated in the E-Commerce initiative receiving 5 webinars and 5 hours one on one consultation to advance their digital skills. Council approved the proposal of Chinchilla Community Commerce & Industry to design and deliver a Buy Local Platform (scheduled to launch the Facebook in Sept 2020 and the website in November 2020).
We optimise our tourism opportunities, unique experiences and major events	Identify opportunities that facilitate engagement with tourism target markets to extend visitor night stay in the region.	Manager Economic Development	30.06.20	Achieved		Tourism marketing collateral published across appropriate markets to increase awareness of tourism product and events in the Western Downs Region.  5% increase in average motel occupancy, April - September inclusive (tourism season) - measured by monthly data collection from all 46 motel and other accommodation providers in the region. Increased engagement with local tourism industry and operators.	"Birds of Western Downs" guide was completed in Q4 and became available throughout the region's VIC's in June (also available online).  On the smart mobile app device seven (7) new trails are now available and each trail displays a google map for ease of navigating.  Tourism operator engagement - during Q4 there was a need to change how we engaged with our accommodation providers and tourism operators. Emotional support, information sharing, and grant assistance were provided on a regular basis and this in conjunction with the COVID-19 response from Council. Tourism operators were advised of opportunities to access webinars in relation to tourism hosted by Tourism Australia, Tourism & Events QLD and Southern Queensland Country Tourism (SQCT).  Through the SQCT partnership, mentoring was available to operators in the Western Downs as well as free membership on Australian Tourism Data Warehouse (ATDW) and 39 operators took advantage of this opportunity and were assisted by the Tourism and Visitor Centre Officers to complete this process. By listing product just once in the ATDW database, operators benefit from being list on their State Tourism Organisation's (STO) consumer website, the Australian.com website and through ATDW's extensive network of over 250 tourism distributors
	Value-add to and enable the growth and development of the region's major events.	Manager Economic Development	30.06.20	Variance		10% increase in attendance at Council's recognised major Events measured by data collection from major events committees and ticketing platforms.	Due to COVID-19 there were no Major Events held in Q4. This made it impossible to achieve the measure of success as both Big Skies Festival and Jandowae Timbertown Festival were unable to run. Prior to Big Skies Festival being cancelled, ticket sales were on track to achieve an increase of >10% in attendance.
	Identify and enable opportunities to facilitate the hosting of new events in the Western Downs Region.	Manager Economic Development	30.06.20	Achieved		Develop campaigns and marketing collateral to actively target Conference and Event Industry Supply Chain to host new events in the Western Downs Region.	This target had been achieved prior to Q4 with the events noted in the earlier quarters. During Q3 and Q4 there were no Events staff within the Economic Development team and due to COVID-19 restrictions, Council did not host or attract any new events to the region in Q4.
Business and industry in our region live local and buy local	Identify opportunities that attract and retain skilled workers to our region's towns.	Manager Economic Development	30.06.20	Achieved		Deliver roadshow throughout the region targeting employers in key industries to familiarise the developed collateral and how it can be used to complement a live local recruitment strategy.	A virtual roadshow was conducted in Q4 in which 21 educational providers were engaged. The main objective was to provide employers in the region with the live local collateral developed (Welcome Guides and LIVE Local magazine) and to encourage them to use this in job advertisements etc. This roadshow will continue in the 2020-21 financial year engaging other industries e.g. health, manufacturing and energy.
	Resident and Community based health Services buy local where possible; Recruit & attract staff to live local and support local communities.	Manager Health Services	30.06.20	Achieved		The current ratio (7:3) of local to non-local suppliers is retained or increased.  More than 75% of vacant Health Services roles will be filled by candidates living locally or prepared to permanently relocate.	This quarter, 10 Health Services roles were successfully recruited with 100% living local or permanently relocating to the region. Overall this year, 97% of all Health Services positions resulted in local or new permanent residents in the Western Downs region.
	Commit, where possible, and within the Value for Money framework to spending locally.	Chief Executive Officer	30.06.20	Variance		60% of Council's spend is within businesses within the region.	Local spend currently sitting at 54.12%. Local spend has reduced in the last quarter mainly due to water relining work that cannot be done by local suppliers
Our region is a recognised leader in energy, including clean, green renewable energies.	Actively facilitate energy sector development.	Manager Planning & Environment	30.06.20	Achieved		Positive industry feedback from investors in renewable energy. Rapid development approval means that Western Downs is a good place to do business.	Several solar farms are progressing towards construction, with Officers liaising with developers of approved projects as they are completing final pre-construction arrangements.
	Promote the region as an energy transmission infrastructure hub - attractive infrastructure, cheap land and ideal environment (sun and wind).	Manager Economic Development	30.06.20	Achieved		Increased participation in industry forums.	No participation in industry forums in Q4 due to COVID-19. Throughout the 2019-20 FY Economic Development team participated in the Resources & Energy Expo, organised Energy Tours for Big Skies (cancelled due to COVID-19), and promoted the Western Downs region as an energy transmission infrastructure hub via social media (LinkedIn) with the announcements of Coopers Gap Wind Farm completion and the Solar Farm project announcement of Neoen in partnership with CleanCo, both during Q4.

<div>  <b>ACTIVE VIBRANT COMMUNITIES</b> </div>							
Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Status	Amended Completion Date	Measure of Success : - a measurable outcome as a direct result of this Action	How successfully has this outcome been achieved for this Quarter?
<b>We are a region without boundaries, united in community pride.</b>	Our Western Downs community is proud and engaged in the public spaces we have	Manager Communities	30.06.20	Achieved		Through partnerships enable and support placemaking initiatives across the Western Downs Region.  A minimum of 3 placemaking initiatives implemented.	Completed the Chinchilla Street placemaking project. This was number 3 of 3 (No. 1 Tara Old Foodworks building and No.2 Christmas Rural Mail Box decorations)
	In partnership with the community, deliver regional events designed to support reading, literacy and learning; foster digital participation; and encourage culture and creativity.	Manager Communities	30.06.20	Achieved		Deliver Language to Literacy Conference; inaugural Writers Festival and regional Fun Palaces events.  Through partnership implement digital literacy projects and programs across the region. Measurement is attendees numbers and feedback.	Words out West successfully delivered with most positive response and feedback. Some Fun Palaces were delivered, but the Conference and balance of the listed events were cancelled due to the COVID-19 pandemic.
	Our community events are well attended.	Manager Communications & Marketing	30.06.20	Achieved		Promote community events through social media channels with an increase of 10% in attendance.	Despite challenges presented by COVID-19 and the cancellation of nearly all events post March, we can assess success against one the major events held in the past year - Words out West. Website and social media analytics show Facebook was the main driver for website ticket sales at 52.97%, with more than 20% of the total Words out West webpage views converting to ticket sales. This demonstrates the direct correlation between marketing and ticket sales.
	Robust planning and programming of our maintenance and open spaces projects so as to enhance our region's liveability and community pride through green space initiatives.	Manager Facilities	30.06.20	Achieved	31.05.20	95% of trees planted through the Adopt a Street Tree Program are established successfully.	Although experiencing flooding in Q3 the moisture failed to penetrate to a suitable depth. The extensive tree watering regime was postponed for a short time in Q3 and reinstated into Q4 due to continued dry conditions. The Stage 5 tree planting program commenced early in late February due to favourable conditions and concluded in May with 1120 trees planted bringing the annual total to 2812 for 2019-20 FY. Out of the 2812, there have been minimal losses with majority of those from residents not maintaining the watering regime of which we have no control. However trees planted under the scheme on Council land has a success rate sitting between 98-99%.
<b>Our community members are the loudest advocates for what's great about our region</b>	Our community is engaged and supported through capacity building programs and initiatives.	Manager Communities	30.06.20	Variance		Partner with other funding providers to deliver Grant Workshops across the region once per annum aimed at upskilling community groups and raising awareness of funding opportunities.  Community Groups are provided with information of, and access to grant funding opportunities through effective communication through all media channels and regular e-newsletters.  Annual reporting of success of Council funding programs including \$ value of grants distributed in each funding program; Success rate of applications received vs. number granted; Total project cost vs. amount granted; Number of new applicants.	Part of the workshops were not delivered due to the COVID-19 lockdown measures. Our target group here - mostly community groups run by the elderly are most at risk during the pandemic. If there is no second wave of infections, we will deliver these workshops in 2nd Qtr 2020-21; if not possible, an alternative delivery method, for example via ZOOM, will be introduced.
	Actively seek community engagement and advocacy for Council initiatives.	Manager Communications & Marketing	30.06.20	Achieved		Maintain current level of 'Share' and 'Likes' of social media posts.	This has been demonstrated with the level of likes and shares maintained across the WDRC Corporate Facebook page alone. While there has been an 8% decrease in overall 'reactions' which includes 'likes', there has been a 37% increase in shares which demonstrates an improved level of engagement and communication.
	Support Health Services Clients to participate in their local communities and encourage the wider community to engage with the services / aged care facilities.	Manager Health Services	30.06.20	Variance		There is a 10% increase in participation by permanent & community based clients / residents at local community based events.	COVID-19 has significantly impacted the number of opportunities for engagement with the community and for the community to engage with Health Services community based clients and residents of our aged care facilities. There have been specific restrictions placed on Aged Care Facilities and the wider community by the Chief Health Officer to protect this vulnerable group from the risk of COVID-19. Actions have been taken to keep our volunteer group engaged during this time so that when restrictions ease, they will be invited back into our sites and services.
<b>Our social, cultural and sporting events are supported locally and achieve regional participation.</b>	Create and implement a region-wide approach towards targeted community activations, programs, initiatives and embed collaborative practice both internally and externally.	Manager Communities	30.06.20	Variance		Annual schedule of programs and activities developed and promoted regionally that achieves optimum levels of local and regional participation. Measured by increased attendance at local events and number of new partnerships with community groups established.  Website is redeveloped to ensure community information is easily accessible.	My Community Directory (MCD) is delivered, it is "up and running", and the various Community Activation Officers are assisting community groups and organisations to join this. 75% of all registered community groups are now in MCD; Communities department web page within the WDRC corporate web page has been redesigned. This however is an ongoing project, and we keep on changing stories and postings to remain relevant.
<b>Our parks, open spaces, and community facilities are well utilised and connect people regionally.</b>	Our Arts and Cultural spaces are actively used by the community through an active and vibrant network of artists and regional community groups in the Western Downs.	Manager Communities	30.06.20	Variance		Through partnerships enable opportunities to facilitate a minimum of 2 touring workshops to upskill and build cultural capital as well as providing engagement opportunities for regional artists and community groups.  Increased number of programs developed and delivered in partnership with the arts community.  Increased use of arts and cultural spaces by the community.	COVID-19 stalled a multitude of projects including an artist retreat at the Bunyas. This workshop will now be delivered in December 2020.  Our galleries were all closed due to the pandemic. Due to the lag-time to arrange and set up an exhibition, we have no workshops or exhibitions planned until end September 2020.  A hat making workshop was delivered in December 2019.
	Maximise the use of our major community facilities.	Manager Facilities	30.09.19	Achieved	30.06.20	Increase in facility utilisation rates.	Although visitations at Parks and Open Spaces is not formally measured there has been an estimate of 300 visitors per week at the Chinchilla Botanic Parklands since completion. There has also been a noted increase in use of the Myall Creek Parkland in Dalby since the completion of the pedestrian bridge at Amos Street and associated footpath network which has provided a closed link to Jacko Cavanaugh Bridge at Anderson Park. The Parks and Open Spaces team has also engaged with registered 'Parkrun' community groups at Miles and Chinchilla assisting with the installation of directional signage for their running routes similar to that which was installed for 'Parkrun' Dalby in the 2018-19 FY. The Parks and Open Spaces team is currently communicating with a newly registered 'Parkrun' group in Wandoan regarding signage for their running route which will be incorporated into the Waterloo Plain Park in 2020-21.  Unfortunately, due to COVID-19 the utilisation rates of our local facilities has decreased, but is slowly starting to increase again as restrictions are eased. The Dalby Events Centre utilisation has increased for day meetings, due to numbering restrictions on other local venues.
<b>A recognised culture of volunteerism is active throughout our communities.</b>	Inspire and enable a generation of ambassadors.	Manager Communities	31.03.20	Variance		A minimum of 2 events held per annum to recognise the support of our ambassadors.  A minimum of 2 famils held per annum at increasing ambassador numbers for Council activities.	Due to COVID-19 pandemic lockdown and the associated social distancing only 50% of the workshops and famils could be delivered.  COVID-19 and its associated lockdown had a devastating impact on delivery in the Communities department.
	Health Services staff acknowledge the contribution of ambassadors that enhances the consumer experience and actively seek to welcome new ambassadors to the services.	Manager Health Services	30.06.20	Variance		There is a 10% increase in Health Services ambassador numbers.	Restrictions due to COVID-19 has significantly reduced opportunities for ambassadors to be orientated and engage with Health Services sites and services. As soon as the threat of COVID-19 has been addressed, ambassadors will be welcomed into our sites and services once again.



<div>  <b>GREAT LIVEABILITY</b> </div>							
Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Status	Amended Completion Date	Measure of Success : - a measurable outcome as a direct result of this Action	How successfully has this outcome been achieved for this Quarter?
Our residents enjoy the convenience of modern infrastructure and quality essential services.	Deliver quality public Wi-Fi in significant community places.	Chief Information Officer	30.06.20	Achieved		There is a 95% availability for public access to Wi-Fi during operating hours.	98.71% availability achieved.
	Improve water supply systems to ensure residents have access to quality water supplies across the region.	Manager Utilities	30.06.20	Achieved		Achieve >90% compliance with customer service standard average response time for water incidents (breaks & leaks) across the region.  There is 10% decrease in water main breaks across the region.	The average response time met was 80%, for incidents across the region, this is an improvement from the previous quarter. Water main breaks reduced across the Region during Q4 equating to a 35% reduction from the previous quarter.
	Improved wastewater processes to improve customer satisfaction and allow for better utilisation of effluent water.	Manager Utilities	30.06.20	Achieved		Achieve >75% recycled water as a percentage of wastewater effluent used across the region.  There is a 10% reduction in the number of customers potentially impacted by blocked sewer mains through the sewer reline and cleaning program.  There is 10% decrease in wastewater main breaks across the region.	Continue to provide recycled water across the region, reusing more than 58% of wastewater effluent during Q4.  Sewer main breaks and chokes were down significantly from the previous quarter, with only 1 sewer main break reported during Q4. It is noted that the reuse numbers have decreased due to lower use by the Dalby Bio Refinery.
	Deliver safe, inclusive, quality care and services throughout its Aged Care services.	Manager Health Services	30.06.20	Achieved		Aged Care services will transition to the new Aged Care Quality Standards; thereby achieving ongoing compliance with the Aged Care Act and successful outcomes following external unannounced audits by the Aged Care Quality and Safety Commission.	Sites and Services have now transitioned to the Aged Care Quality Standards. Whilst the services have not received an onsite unannounced visit by the ACQSC, due to COVID-19, the sites and services have positively responded to a number of phone contacts from the Commission to ensure compliance with the Standards, in particular Standards relating to consumer dignity and choice, infection control, human resource management, service environment and organisational governance.
	Provide a well-connected network of footpaths for residents.	Senior Works Manager	30.06.20	Achieved	30.09.19	100% footpaths maintained in accordance with Transport Asset Maintenance Management Plan.	100% of footpath inspections were completed and comply with TAMMP inspection frequencies.
	Continue to make improvements and increase compliance of Council's Waste Facilities, especially for the waste levy.	Manager Planning & Environment	30.06.20	Achieved		Contractors for supervised sites will achieve their contract performance targets.	Contractor performance assessments continue to be undertaken monthly, with no contract delivery failures reported during the quarter.  Additionally, all waste levy reporting and financial obligations have been successfully completed during the year, including annual levy payments for 'small sites' under the approved DES alternative methodology.
	Align service delivery with a contemporary customer service strategy.	Manager Customer Support & Governance	30.06.20	Achieved		>90% of calls resolved on first point of contact.  <5% call abandonment rate.  10% reduction in unanswered phone calls across all Departments.  95% of general service requests or enquiries acknowledged within 10 business days.  95% of Administrative Action Complaints handled within response timeframes.	>90% first call resolution achieved over all quarters of financial year.  <5% call abandonment rate achieve over all quarters.  Reduction in unanswered calls improved each quarter Q1 20%, Q2 6.5%, Q3 11% and Q4 3.4%.  All service requests are acknowledged within 10 business days. Service request resolution within target averages 84% for the year.  84% of Administrative Action Complaints were handled within agreed timeframes.
Valued recreational spaces, sporting and community facilities are provided regionally.	Deliver well-maintained facilities that meet the needs and expectations of users.	Manager Facilities	30.06.20	Achieved		100% of playgrounds are audited and prioritised for equipment upgrade.	Annual external audit and condition assessment of all playgrounds was completed in January. Playground recommended for upgrade included in Capital Project submissions for 2020-21.
A safe and well maintained road network connects our region.	Continuous improvement of the strategic framework for the delivery of programmed transport asset maintenance.	Manager Works - Maintenance	30.06.20	Achieved		Bitumen reseals and unsealed surface maintenance quantities meet the Asset Management Plan and Transport Asset Maintenance Management Plans targets.	Reseal program completed March 2020 as planned. Maintenance grading practices continue in accordance with TAMMP targets.
	Improved maintenance management systems for logging of defects and delivery on both state and local road networks.	Manager Works - Maintenance	31.12.19	Achieved	30.06.20	90% confidence in Reflect Defect Register accuracy as determined by quarterly internal audits.	100% of defects inspected in Q4, 1920 samples were logged correctly.
	Effective routine management of Council's unsealed road assets provides a safe road network for the region.	Manager Works - Maintenance	31.12.19	Achieved	30.06.20	Light maintenance grading of the unsealed road network is completed in accordance with the Transport Asset Maintenance Management Plan frequencies.	Maintenance grading of our unsealed road network continues in accordance with TAMMP requirements
	An up to date 10 year capital works program is in place.	Senior Works Manager	31.03.20	Achieved		The 10 year capital work program is developed and integrated into asset management systems.	10 year capital works program updated and in place.
	Develop strategic masterplans for townships and rural road network.	Senior Works Manager	31.12.19	Achieved	30.06.20	Individual masterplans for each township as well as the rural road networks, are developed and integrated into asset management systems.	Strategic plans for urban road complete.
	The Transport Capital Works Program will be delivered on time and within budget.	Manager Works - Construction	30.06.20	Achieved		95% of Transport Capital Works Program completed by 30 June.  Works program completed within budget allocation.	95.3% of capital works program completed by 30.06.2020.
Our region remains an affordable place for families to live, work, prosper and play.	We deliver responsible budgets based on long term financial forecasts to ensure fully informed decisions are made and impacts on future financial periods are known.	Chief Financial Officer	30.06.20	Achieved		Council delivers an operating surplus, has no debt and maintains cash surpluses at 9 months of operating expenditure including depreciation.  Average rural and residential rates and charges are comparable to surrounding Councils.	June results show an operating surplus. Council has no debt. Council cash expense cover ratio is currently sitting at 14.3 months which exceeds the Council Operational Plan limit of 9 months.
We're recognised as one of the safest regions in Queensland	Maintain a reliable CCTV network that enhances public safety in our major town centres.	Chief Information Officer	30.06.20	Variance		Maintenance inspections are carried out at least once per year.  Faults are rectified within 5 business days of notification.	Maintenance inspection completed in November 2019.  50% of issues resolved in under 5 days.
	Develop and maintain an appropriate Maintenance Management System for the prioritisation of defects on Council road network.	Manager Works - Maintenance	30.09.19	Achieved	31.03.20	Conduct an annual review of the trial Transport Asset Maintenance Management Plan.	The TAMMP review has been completed and presented to Council in February 2020.
	Continue to increase our efforts to improve animal management outcomes in our community.	Manager Planning & Environment	30.06.20	Achieved		Increased number of suitable animals successfully re-homed under Pound Pet re-homing and de-sexing programs.  A Customer Survey (Voice of the Customer) for Animal Management achieves a high ranking result.	High levels of community engagement continue to be achieved for pound pets, especially in relation to the rehousing of cats from problem areas.  'Voice of the Customer' survey not completed this quarter.
	Environmental Health programs focus on improving outcomes for our community.	Manager Planning & Environment	30.06.20	Achieved		All food premises are inspected at least once per annum, with 100% completed by 30 June 2020, with Spot Compliance Program implemented.	Achieved, with all premises inspected during the year. This quarter, given challenges for the business community with pandemic matters, the team have been focussing on an 'educational' rather than regulatory approach.

<div>  <b>FINANCIAL SUSTAINABILITY</b> </div>							
Success Driver	Actions toward meeting success drivers	Accountability	Expected Completion By:	Status	Amended Completion Date	Measure of Success : - a measurable outcome as a direct result of this Action	How successfully has this outcome been achieved for this Quarter?
<b>We are recognised as a financially intelligent and responsible Council.</b>	Core Corporate Systems and Network available to ensure Council is able to deliver services.	Chief Information Officer	30.06.20	Achieved		There is 98% uptime for Authority, Enterprise Content Management, email and internet. Network availability is at 99%.	99.85% availability achieved for corporate systems. Network availability slightly under at 98.9% due to outages out of our control caused by Telstra and power service providers.
	Enable efficiencies via mobilisation and collaboration, through the provision and management of devices and connectivity.	Chief Information Officer	30.06.20	Achieved		An annual replacement exercise is conducted. Faulty or damaged devices are replaced within 2 working days. Staff Wi-Fi availability in administration buildings is 98%.	Annual replacement process continues. 4 damaged devices all replaced within 2 days. Staff Wi-Fi availability 99.45%.
	Control employee costs to assist financial sustainability.	Chief Human Resources Officer	30.06.20	Achieved		No employees have >8 weeks accrued annual leave. Fulltime employee (FTE) numbers remain within budgeted levels.	All employees had < 8 weeks accrued annual leave except for 2 employees who the Manager was in discussion with prior to 30 June. Budgeted FTE for 2019-20 was 689.5, we remain under this and at the end of the year was 641.
	Finalise financial statements.	Chief Financial Officer	31.12.19	Achieved		No audit qualifications and finalised by mid-October 2019.	There were no audit qualifications and Council's control environment was given a green light.
	Deliver Budget.	Chief Financial Officer	30.06.20	Achieved		2020-21 Budget adopted by council and the Budget and the 10 year long-term forecast meet long term financial sustainability indicators noting deficiencies in the Asset Sustainability Ratio.	Due to COVID-19 Stimulus Package, and other items, the next year's budget will be a deficit. However, it must be noted that the Council will recommence delivering operating surpluses in only two year's time and after.
	Operate with Budget.	Chief Financial Officer	30.06.20	Achieved		Revenue and Expenditure are in line with budget. Any likely significant variances are brought to the attention of management and Council.	Finalised accounts for the 2019-20 year are still to be delivered, but initial numbers are reflecting positive operating surplus.
	Maintain a sound internal control environment.	General Manager Corporate Services	30.06.20	Achieved	31.03.20	There are no major control failures. Any high risk issues are addressed as a matter of urgency.	Western Downs Regional Council was 1 of only 8 Council's across the state to score top marks for financial sustainability and management in QAU's February report.
	Distribute rates notices, gas notices, water consumption notices on time.	Chief Financial Officer	31.03.20	Achieved		Rate and utility notices etc. are sent out on time.	Notices were sent out on time. Rate notices were issued on 24 March 2020, this was while the impact of COVID-19 was being fully felt by Council officers.
	Undertake debt recovery action promptly and in accordance with legislative guidelines.	Chief Financial Officer	30.06.20	Variance		Arrears are managed and not increasing.	No recovery action will recommence until 30 September 2020 due to the COVID-19 pandemic.
	Increase capacity of in house legal team to handle a greater volume and complexity of matters.	General Counsel	30.06.20	Achieved		25% reduction in reliance on external legal services.	2020 FY external expenditure reduced by 55%.
	Effectively manage property assets to maximise value to Council and the community.	General Counsel	30.06.20	Achieved		100% of new leases comply with standard work practices.	100% of new leases comply with our SWP.
<b>Our long term financial planning guides informed and accountable decision making.</b>	Develop long-term financial and asset management plans that ensure the services we provide are sustainable.	Chief Financial Officer	30.06.20	Achieved		100% capital works projects exceeding \$100,000 in value are assessed using Council's whole of life costing mode.	As per budget policy all projects include whole of life costing.
	Fraud and Corruption Control responsibility is actively managed by each functional area within Council. Leadership in fraud and corruption control.	Manager Customer Support & Governance	30.06.20	Achieved		100% of identified fraud and corruption risks are assigned to a responsible risk owner. Risk owners provide an annual statement, for functions under their control, attesting to the effectiveness of fraud controls within their area of responsibility. Risk Owners conduct: 1. quarterly review of fraud and corruption risk register. 2. quarterly review of fraud and corruption control measure effectiveness, with remedial action conducted where required. 3. staff education and awareness of fraud and corruption risk.	All risks assigned to a risk owner.  Annual risk owner statement for 2019/2020 has been issued.  Quarterly review of risk registers completed.
	Public Interest Disclosure Management System in collaboration with the Queensland Ombudsman Office.	Manager Customer Support & Governance	30.09.19	Achieved		The Public Interest Disclosure (PID) Management System continues to meet legislative requirements and is endorsed by the oversight agency.	Review of PID Management System and Policy conducted in consultation with the Queensland Ombudsman. Policy adopted by Council resolution 18 September 2019.
<b>Our value for money culture enables us to deliver our core functions sustainably.</b>	Measurement of routine road maintenance activity unit rates allows for sound financial management of maintenance funds.	Manager Works - Maintenance	30.06.20	Achieved		Council unit rates for routine maintenance activities are reviewed quarterly to identify potential gains in efficiency.	Unit rates for Q4, 1920 have been developed showing positive trends. Analysis is ongoing.
	Provide a well controlled and safe gas network to the community.	Manager Utilities	30.06.20	Achieved		There is a reduction in unaccounted for gas in the network.	Utilities and Revenue have improved the process in capturing gas loss from the network leaks and repairs. Although the billing data is unavailable at this stage due, it is estimated that a similar reduction in unaccounted for loss will be met this quarter.
	Measurement of transport asset renewal and upgrade unit rates allows for sound financial management of Council's Transport Capital Works Program.	Manager Works - Construction	30.06.20	Achieved		Council unit rates for transport renewal and upgrade works are reviewed quarterly to identify potential gains in efficiency.	Unit rates reviewed quarterly and shared with Design and Strategic Planning for integration into design estimates and forward planning.
	Council owned Health Services deliver financially responsible service models to our local communities.	Manager Health Services	30.06.20	Variance		An Average Aged Care Funding Instrument (ACFI) income is sustained of over \$145 per resident per day. Unspent funds in community Home care Packages are reduced 20%.	ACFI result this Qtr is below the target of \$127.62/resident/day. The result has been impacted by a number of new admissions who require lower levels of clinical care. Additional impacts have been as a result of a change over in clinical staff at both locations - training has now been provided to new staff. Community Care unspent funds remain high with no reduction in this Qtr. This result is in line with the Aged Care Industry as a whole. COVID-19 impacted services available to be accessed by community clients on Home Care Packages e.g. physio, dental, shopping, centre groups. This along with most clients wanting to reduce their risk of exposure to COVID-19 resulted in many clients not using the funds available to them within their package. As restrictions within the community lift, services are working with clients, some of whom continue to be reluctant, to re-engage with support services.
	Embed Value for Money in core decision-making.	Chief Financial Officer	30.09.19	Achieved	28.02.20	Programs are put in place to improve staff consideration of value for money in making procurement decisions.	Procurement training has been rolled out across the region in December 2019 which was successful informing staff of sound contracting principles of which value for money is. All training has been completed as at the end of February 2020.
<b>Our agile and responsive business model enables us to align our capacity with service delivery.</b>	Take a strategic approach to compliance matters, by dealing with both routine and reactive planning compliance activities.	Manager Planning & Environment	30.06.20	Achieved		The annual Compliance audit programs are delivered on schedule.	Proactive compliance activities for this quarter included 3rd party waste facilities and work camp audits. Significant effort is being directed to the completion of compliance checks for existing DAs.
	Continue to seek external funding opportunities that assist group of landholders address priority pests. Annual action plans will guide how we target priority pests in specific areas	Manager Planning & Environment	30.06.20	Achieved		100% implementation of pest management action plans.	Achieved. Some programs were extended with the consent of funding bodies as earlier stages of delivery were delayed by drought and then flood conditions. Additional funding has been received from the Federal Government for pest management programs.
	Ensure departments are accessing and utilising works mobility software to ensure information and data is up to date.	Senior Works Manager	31.12.19	Achieved		95% compliance of staff utilising relevant software systems, Sensei, Reflect and Pinpoint.	100% of work's staff are utilising works software systems.
	Our fleet is utilised efficiently and effectively.	Senior Works Manager	31.03.20	Achieved	30.06.20	Realistic target utilisation rates will be implemented for each fleet and plant category. Continual review of fleet utilisation - under utilised plant will be identified and disposed of.	Target utilisation rates reviewed and amended rates proposed - to be integrated by Finance.
	Risks to the achievement of long term objectives are identified and managed.	Manager Customer Support & Governance	30.06.20	Achieved		Quarterly review of Corporate Plan 'Measure of Success' is conducted by each functional area with any risks impacting Corporate Plan delivery identified and enter into the appropriate risk register.	Quarterly reviews of fleet utilisation and requirements completed with relevant departments.  Operational Plan reviews conducted quarterly in conjunction with regular analysis of risk including Governance led annual review. Risk registers updated accordingly.
<b>Effective asset management ensures that we only own and maintain assets that are utilised.</b>	Establish system for long term asset management including trending and performance reporting.	Manager Technical Services	30.06.20	Variance	2020-21 FY	An asset management system is implemented that meets our core needs.	This project is a work in progress, Executive Team recommended to defer progressing the project until November 2020.
	Improve our asset management capabilities and planning to deliver quality, well maintained, fit for purpose facilities to the community.	Manager Facilities	30.06.20	Achieved		100% of identified high priority buildings are condition assessed with maintenance and capital plans prepared.	All priority one and two building condition assessments of facilities assets have been completed by external provider, CT Management. The assessment data is utilised to inform maintenance and capital planning.
	Develop a condition assessment program for the Dalby Regional Saleyards.	Manager Facilities	30.06.20	Variance	2020-21 FY	Implemented 100% of recommended high risk maintenance activities.	All high risk maintenance activities identified at the Saleyards to 30 June 2020 have been addressed, with the exception of replacement of the green ramp which has been approved, contract issued and construction due to commence on 27 July 2020, with completion due mid-August 2020.

**Title** **Corporate Services Report Adopt Complaints about the Chief Executive Officer (Section 48A of the Crime and Corruption Act 2001) - Council Policy**

**Date** 17 July 2020

**Responsible Manager** P. Greet, CUSTOMER SUPPORT AND GOVERNANCE MANAGER

## Summary

To present the proposed Complaints about the Chief Executive Officer (Section 48A of the *Crime and Corruption Act 2001*) - Council Policy, for Council's consideration and adoption.

## Link to Corporate Plan

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that:

1. Council adopt the Complaints about the Chief Executive Officer (Section 48A of the *Crime and Corruption Act 2001*) - Council Policy as proposed.

## Background Information

Section 48A of the *Crime and Corruption Act 2001* (the CC Act) commenced on 1 July 2014. Section 48A effectively requires agencies to have a policy for dealing with complaints of corrupt conduct that involve, or may involve, the 'public official'.

The Crime Corruption Commission Section 48A Nominated Person - Organisational Policy was initially approved in November 2014 as an Organisational Policy. Additionally, the review responds to a recommendation from an internal audit report into Council's fraud and corruption controls conducted by the Internal Auditor. The report recommended that Council review current processes of receiving allegations of fraud and corruption.

## Report

1. Introduction

The main purposes of the *Crime and Corruption Act 2001* (the CC Act) are to:-

- combat and reduce the incidence of major crime; and
- continuously improve the integrity of, and to reduce the incidence of corruption in, the public sector.



The CC Act places specific obligations on the public official of a unit or public administration (UPA) i.e. Council, with the CC Act defining the public official for a local government as the Chief Executive Officer.

The CEO therefore as the public official has a duty (amongst others) to notify the Crime and Corruption Commission Qld (CCC) of a reasonable suspicion that corrupt conduct has occurred and keep appropriate records and deal with complaints involving corrupt conduct, subject to the CCC's monitoring role.

Therefore, when a complaint involves or may involve corrupt conduct of the CEO, pursuant to section 48A of the CC Act, the CEO must, in consultation with the CCC, prepare a policy about how Council will deal with such complaints. The policy may nominate a person other than the CEO to notify the CCC of the complaint and to deal with the complaint on behalf of the CEO. It should be noted that this policy only relates to complaints that involve or may involve corrupt conduct of the CEO.

## 2. Policy Review

In accordance with the requirements of section 48A of the CC Act, the CCC reviewed Council's existing Policy and requested that it be updated to include contact information for the nominated person/s along with other minor changes. Proposed amendments to the policy are in tracked changes of the attached document.

Proposed amendments to the Policy include:-

- due to the statutory requirement and the public interest in the Policy, the Policy be considered by Council as a Council Policy and published on Council's website;
- the Policy title be amended to the Complaints about the Chief Executive Officer (*Section 48A of the Crime and Corruption Act 2001*) - Council Policy to ensure the Policy purpose is reflected in the title;
- the Mayor as a nominated person to compliment Council's Complaints Management Policy and Procedure for management of complaints against the CEO;
- the clarification of notification requirements to the CCC and Council;
- the inclusion of contact details for the nominated persons;
- reference to the new section 40A of the CCC Act to record particular decisions; and
- the inclusion of appropriate confidentiality requirements.

## Consultation (Internal/External)

As previously indicated, the CCC reviewed the proposed amendments to the Policy in August 2019 and their recommended amendments are included for consideration. Once adopted by Council, the Policy will be provided to the CCC for their records.

The Policy amendments were endorsed at the Executive Management Team meeting held 16 July 2020.

## Legal/Policy Implications (Justification if applicable)

Pursuant to section 48A of the CC Act, Council must have a policy about how Council will deal with a complaint that involves, or may involve, corrupt conduct by its public official so that transparency and integrity are maintained. The CCC has published details of what this policy should include, and Council must consult with the Chairperson of the CCC in the development of this policy.

In the absence of clearly provided contact information for the nominated person within the policy, the obscure title and being an organisational policy not a Council policy, there is a risk that an individual wishing to make a complaint about the public official does not do so as they are unsure how to proceed. This revised policy mitigates that risk by providing clarity.

## Budget/Financial Implications

Nil

## **Conclusion**

The proposed Complaints about the Chief Executive Officer (Section 48A of the *Crime and Corruption Act 2001*)  
- Council Policy is recommended to Council for adoption.

**Attachments**

1. Policy Marked Up Proposed Amendments
2. Policy As Proposed

**Authored by:** K. Gillespie, GOVERNANCE COORDINATOR

## Organisational Policy

# Crime Corruption Commission Section 48A Nominated Person Complaints About the Public Official Chief Executive Officer (Section 48A of the Crime and Corruption Act 2001) - Council Policy

<u>Effective Date</u>	<u>Ordinary Meeting of Council - November 2014</u>
<u>Policy Owner</u>	<u>Customer Support &amp; Governance Manager</u>
<u>Link to Corporate Plan</u>	<u>Strategic Theme 1 Priority - Effective and Inclusive Governance Financial Sustainability</u>
<u>Review Date</u>	<u>August 2023</u>
<u>Related Legislation</u>	<u>Local Government Act 2009</u> <u>Local Government Regulation 2012</u> <u>Crime and Corruption Act 2001</u> <u>Public Interest Disclosure Act 2010</u>
<u>Related Documents</u>	<u>Complaints Management - Council Policy</u> <u>Complaints Management - Standard Work Practice (SWP)</u> <u>Confidentiality - Council Policy</u> <u>Code of Conduct</u>

**POLICY TITLE:** Crime Corruption Commission Section 48A Nominated Person ORGANISATIONAL POLICY

**RESPONSIBLE DIVISION:** Executive Services

**RESPONSIBLE SECTION:** Executive Services

**LINK TO CORPORATE PLAN:** Strategic Theme 1: Effective and Inclusive Governance

**RESPONSIBLE OFFICER:** P.A. Borting, CHIEF EXECUTIVE OFFICER

**AUTHORISED BY:** Chief Executive Officer

**ISSUE DATE:** November 2014

**AMENDMENT DATE/S:** Nil

**DATE REVIEW DUE:** 3 years from Issue Date

## CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT THE PUBLIC OFFICIAL CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY

### **POLICY OBJECTIVES/PURPOSE:**

The Chief Executive Officer (CEO) is the public official of the Western Downs Regional Council within the meaning of the Crime and Corruption Act 2001 (the CC Act). The objective of this policy is to set out how Council, including Councillors, employees and contractors ~~will~~ deal with a complaint (also information or matter) that involves or may involve corrupt conduct<sup>1</sup> of its public official as defined in the ~~Crime and Corruption Act 2001 (CC Act)~~.

### **ORGANISATIONAL SCOPE:**

This policy applies:

- 1. if there are grounds to suspect that a complaint may involve corrupt conduct of the CEO of Council;
- 2. to all persons who hold an appointment in, or are employees of, the Council.

For the purpose of this policy a complaint includes information or a matter.

### **POLICY:**

The policy is designed to assist Council to:

1. Comply with section 48A of the *Crime and Corruption Act 2001*;
2. Promote public confidence in the way suspected corrupt conduct of the public official CEO for Council is dealt with (section 34(c) CC Act);
3. Promote accountability, integrity and transparency in the way Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the public official CEO.

### **NOMINATED PERSON:**

Having regard to section 48A (2) and (3) of the CC Act, this policy nominates:

1. Governance and Information Support the Mayor and the Customer Support and Governance  
Manager as the nominated person/s to notify the Crime and Corruption Commission (CCC) of the complaint and to deal with the complaint under the CC Act.
2. Where there is more than one The nominated person:-
  - a. the nominated persons will, with or without consulting the CCC, decide who will be the nominated person for a particular complaint; and
  - b. the nominated person for that particular complaint will inform the CCC and the Council of the complaint, and include:-
    - i. the title of the person; and
    - the entity to whom the CEO is accountable; and
    - ii. that they are the nominated person for the particular complaint.
- ~~for the complaint will inform the CCC that they are the nominated person for the particular complaint.~~

<sup>1</sup> See section 15 of the *Crime and Corruption Act 2001*

**CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT  
THE ~~PUBLIC OFFICIAL~~ CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME  
AND CORRUPTION ACT 2001) - COUNCIL POLICY**

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3. The nominated person/s who is to deal with a particular complaint must notify the Crime and Corruption Commission of the complaint and ~~are~~ is required to manage the complaint in accordance with the CC Act.
4. Once the Council nominates a person, the CC Act applies as if a reference about notifying or dealing with the complaint to the ~~public official~~ CEO is a reference to the nominated person.

**CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT  
THE PUBLIC OFFICIAL CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME  
AND CORRUPTION ACT 2001) - COUNCIL POLICY**

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**COMPLAINTS ABOUT THE CEO:**

***A complaint involving a reasonable suspicion of corrupt conduct may be reported to the nominated person***

If a complaint may involve an allegation of corrupt conduct of the ~~CEO~~CEO of the Council, the complaint may be reported to:

- 1. the nominated person/s, or
- 2. a person to whom there is an obligation to report under an Act (this does not include an obligation imposed by ~~ss37~~sections 37, 38 and 39(1) of the CC Act).

If there is uncertainty about whether or not a complaint should be reported, it is best to report it to the nominated person/s.

The Mayor may be contacted as follows:

Mail: Private and Confidential  
Mayor  
Western Downs Regional Council  
PO Box .....551, Dalby Qld 4405  
Phone: 1300 268 624(07) .....  
E-mail: paul.mcveighinfo@wdrc.qld.gov.au.....

The Customer Support and Governance Manager may be contacted as follows:

Mail: Private and Confidential  
Customer Support and Governance Manager  
Western Downs Regional Council  
PO Box .....551, Dalby QLD 4405  
Phone: 1300 268 624(07) .....  
E-mail: .....peter.greetinfo@wdrc.qld.gov.au

If the nominated person dealing with a -particular complaint reasonably suspects the complaint may involve corrupt conduct of the CEO, they are required to:

- (a)1. notify the CCC of the complaint, and
- (b)2. deal with the complaint, subject to the CCC's monitoring role, when —
  - a. directions issued under section 40 apply to the complaint, if any, or
  - b. pursuant to section 46, the CCC refers the complaint to the nominated person to deal with.

If the CEO reasonably suspects that the complaint may involve corrupt conduct on their part, the CEO must:-

1. report the complaint to the nominated person/s as soon as practicable and may also notify the CCC;  
and
2. take no further action to deal with the complaint unless requested to do so by the nominated person/s.

If directions issued under section 40 apply to the complaint:-

1. the nominated person is to deal with the complaint; and



## **CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT THE PUBLIC OFFICIAL CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY**

2. the CEO is to take no further action to deal with the complaint unless requested to do so by the nominated person.

Should the nominated person decide that a complaint, or information or matter, about alleged corrupt conduct of the CEO is not required to be notified to the CCC under section 38, the nominated person must make a record of the decision that complies with section 40A of the CC Act.

### **CONFIDENTIALITY:**

Any persons responsible for dealing with the complaint about corrupt conduct (including external investigators) have a duty to maintain confidentiality in relation to the complaint.

The duty to maintain confidentiality extends to the identity of the person making the complaint, the person who is the subject of the complaint and sometimes even the existence of the complaint.

Consideration will also need to be given to whether the complainant is making a public interest disclosure and is therefore subject to the provisions of the *Public Interest Disclosure Act 2010*.

In particular, the following should be kept confidential:-

1. the identity of the source of the information (including names of any disclosers);
2. the identity of those involved in the investigation including witnesses; and
3. the nature and content of oral and documentary evidence gathered during the investigation.

### **RESOURCING THE NOMINATED PERSON:**

If pursuant to ~~ss40-sections 40~~ or 46 of the CC Act, the nominated person has responsibility to deal with the complaint:

- (i) 1. the Council will ensure that sufficient resources are available to the nominated person to enable them to deal with the complaint appropriately, and
- (ii) 2. the nominated person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without:
  - a. authorisation under a law of the Commonwealth or the State, or
  - b. the consent of the nominated person responsible for dealing with the complaint
- (iii) 3. the nominated person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
  - a. purposes of the CC Act
  - b. the importance of promoting public confidence in the way suspected corrupt conduct in the Council is dealt with, and
  - c. the Council's statutory, policy and procedural framework.

If the ~~Governance and Information Support~~ Customer Support and Governance Manager has responsibility to deal with the complaint, they:

- 1. are delegated the same authority, functions and powers as the CEO to direct and control staff of the Council as if the nominated person is the CEO of the Council for the purpose of dealing with the complaint only;

## ~~CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT THE PUBLIC OFFICIAL/CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY~~

- ~~2.~~ are delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of the Council for the purpose of dealing with the complaint; ~~and~~
- ~~3.~~ do not have any authority, function or power that cannot be delegated by either the Council or the CEO.

~~If the CEO has responsibility to deal with the complaint, they must:~~

- ~~disclose the complaint to the Mayor~~
- ~~deal with the complaint, and~~
- ~~before finally dealing with the complaint, report to the Mayor about~~
  - ~~the action taken or not taken~~
  - ~~the reasons the CEO considers the action to be appropriate in the circumstances and~~
  - ~~the results of the action taken that are known at the time of the report.~~

### ~~LIAISING WITH THE CCC~~

The CEO is to keep the CCC and the nominated person/s informed of:

- ~~1.~~ the contact details for the public official/CEO and the nominated person/s; ~~and~~
- ~~2.~~ any proposed changes to this policy.

### ~~CONSULTATION WITH THE CCC~~

The CEO will consult with the CCC when preparing any policy about how the Council will deal with a complaint that involves or may involve corrupt conduct of the public official/CEO.

### ~~RELATED LEGISLATION:~~

~~Local Government Act 2009  
LG Regulations 2012  
Crime and Corruption Act 2001~~

### ~~RELATED DOCUMENTS (LOCAL LAWS, POLICIES, DELEGATIONS ETC):~~

~~Corruption in Focus—<http://www.ccc.qld.gov.au/corruption/information-for-the-public-sector/corruption-in-focus>; see chapter 2, page 2.5  
Confidentiality—Council Policy~~

### ~~DEFINITIONS:~~

<del>Crime and Corruption Commission (CCC)</del>	<del>the Commission continued in existence under the <i>Crime and Corruption Act 2001</i></del>
<del>CC Act</del>	<del><i>Crime and Corruption Act 2001</i></del>
<del>Complaint</del>	<del>includes information or matter. See definition provided by s48A(4) of the <i>Crime and Corruption Act 2001</i></del>
<del>Contact details</del>	<del>should include a direct telephone number, email address and</del>

## CCC SECTION 48A NOMINATED PERSON – ORGANISATIONAL COMPLAINTS ABOUT THE PUBLIC OFFICIAL/CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY

	postal address to enable confidential communications
Corruption	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Corrupt conduct	see s15 of the <i>Crime and Corruption Act 2001</i>
Deal with	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Information or Matter	Items that Council becomes aware of, and are not necessarily the subject of an official complaint
Nominated person	see item 5 of this policy
Police misconduct	see Schedule 2 (Dictionary) of the <i>Crime and Corruption Act 2001</i>
Public Official/CEO	see Schedule 2 (Dictionary) and also s48A of the <i>Crime and Corruption Act 2001</i>
Unit of public administration (UPA)	see s20 of the <i>Crime and Corruption Act 2001</i>

Examples of information or matter involving corruption include:

- information given to the commission through a commission activity, including, for example
  - evidence given by a witness at a commission hearing
  - evidence gathered through a corruption investigation
  - a routine departmental audit report
  - an intelligence report from a law enforcement agency
  - a Crime Stoppers report
  - information about a significant police event such as a death
  - information or matter referred to the commission by a coroner, a court, a commission of inquiry or another investigative body or public inquiry

### REVIEW TRIGGER:

List of factors which require the policy to be reviewed eg:-

- Periodic review – (eg annual in line with budget or post election) etc.
- Change in legislation; corporate plan, planning scheme etc affecting this policy
- Change in community priorities or circumstances relating to this policy.

# Complaints About the Chief Executive Officer (Section 48A of the *Crime and Corruption Act 2001*) - Council Policy

<b>Effective Date</b>	<i>Ordinary Meeting of Council - November 2014</i>
<b>Policy Owner</b>	<i>Customer Support &amp; Governance Manager</i>
<b>Link to Corporate Plan</b>	<i>Strategic Priority - Financial Sustainability</i>
<b>Review Date</b>	<i>August 2023</i>
<b>Related Legislation</b>	<i>Local Government Act 2009 Local Government Regulation 2012 Crime and Corruption Act 2001 Public Interest Disclosure Act 2010</i>
<b>Related Documents</b>	<i>Complaints Management - Council Policy Complaints Management - Standard Work Practice (SWP) Confidentiality - Council Policy Code of Conduct</i>

## COMPLAINTS ABOUT THE CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY

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### POLICY OBJECTIVES/PURPOSE:

The Chief Executive Officer (CEO) is the public official of the Western Downs Regional Council within the meaning of the *Crime and Corruption Act 2001* (the CC Act). The objective of this policy is to set out how Council, including Councillors, employees and contractors will deal with a complaint (also information or matter) that involves or may involve corrupt conduct<sup>1</sup> of its public official as defined in the CC Act.

### ORGANISATIONAL SCOPE:

This policy applies:

1. if there are grounds to suspect that a complaint may involve corrupt conduct of the CEO of Council;
2. to all persons who hold an appointment in, or are employees of, the Council.

For the purpose of this policy a complaint includes information or a matter.

### POLICY:

The policy is designed to assist Council to:

1. Comply with section 48A of the *Crime and Corruption Act 2001*;
2. Promote public confidence in the way suspected corrupt conduct of the CEO for Council is dealt with (section 34(c) CC Act);
3. Promote accountability, integrity and transparency in the way Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the CEO.

### NOMINATED PERSON:

Having regard to section 48A (2) and (3) of the CC Act, this policy nominates:

1. the Mayor and the Customer Support and Governance Manager as the nominated persons to notify the Crime and Corruption Commission (CCC) of the complaint and to deal with the complaint under the CC Act.
2. The :-
  - a. nominated persons will, with or without consulting the CCC, decide who will be the nominated person for a particular complaint; and
  - b. nominated person for that particular complaint will inform the CCC and the Council of the complaint, and include:-
    - i. the title of the person; and
    - ii. that they are the nominated person for the particular complaint.
3. The nominated person who is to deal with a particular complaint must notify the Crime and Corruption Commission of the complaint and is required to manage the complaint in accordance with the CC Act.
4. Once the Council nominates a person, the CC Act applies as if a reference about notifying or dealing with the complaint to the CEO is a reference to the nominated person.

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<sup>1</sup> See section 15 of the *Crime and Corruption Act 2001*

## COMPLAINTS ABOUT THE CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY

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### COMPLAINTS ABOUT THE CEO:

***A complaint involving a reasonable suspicion of corrupt conduct may be reported to the nominated person***

If a complaint may involve an allegation of corrupt conduct of the CEO of the Council, the complaint may be reported to:

1. the nominated person/s, or
2. a person to whom there is an obligation to report under an Act (this does not include an obligation imposed by sections 37, 38 and 39(1) of the CC Act).

If there is uncertainty about whether or not a complaint should be reported, it is best to report it to the nominated person/s.

The Mayor may be contacted as follows:

Mail: Private and Confidential  
Mayor  
Western Downs Regional Council  
PO Box 551, Dalby Qld 4405  
Phone: 1300 268 624  
E-mail: paul.mcveigh@wdrc.qld.gov.au

The Customer Support and Governance Manager may be contacted as follows:

Mail: Private and Confidential  
Customer Support and Governance Manager  
Western Downs Regional Council  
PO Box 551, Dalby QLD 4405  
Phone: 1300 268 624  
E-mail: peter.greet@wdrc.qld.gov.au

If the nominated person dealing with a particular complaint reasonably suspects the complaint may involve corrupt conduct of the CEO, they are required to:

1. notify the CCC of the complaint, and
2. deal with the complaint, subject to the CCC's monitoring role, when —
  - a. directions issued under section 40 apply to the complaint, if any, or
  - b. pursuant to section 46, the CCC refers the complaint to the nominated person to deal with.

If the CEO reasonably suspects that the complaint may involve corrupt conduct on their part, the CEO must:-

1. report the complaint to the nominated person/s as soon as practicable and may also notify the CCC; and
2. take no further action to deal with the complaint unless requested to do so by the nominated person/s.

If directions issued under section 40 apply to the complaint:-

1. the nominated person is to deal with the complaint; and
2. the CEO is to take no further action to deal with the complaint unless requested to do so by the nominated person.



## COMPLAINTS ABOUT THE CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY

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Should the nominated person decide that a complaint, or information or matter, about alleged corrupt conduct of the CEO is not required to be notified to the CCC under section 38, the nominated person must make a record of the decision that complies with section 40A of the CC Act.

### CONFIDENTIALITY:

Any persons responsible for dealing with the complaint about corrupt conduct (including external investigators) have a duty to maintain confidentiality in relation to the complaint.

The duty to maintain confidentiality extends to the identity of the person making the complaint, the person who is the subject of the complaint and sometimes even the existence of the complaint.

Consideration will also need to be given to whether the complainant is making a public interest disclosure and is therefore subject to the provisions of the *Public Interest Disclosure Act 2010*.

In particular, the following should be kept confidential:-

1. the identity of the source of the information (including names of any disclosers);
2. the identity of those involved in the investigation including witnesses; and
3. the nature and content of oral and documentary evidence gathered during the investigation.

### RESOURCING THE NOMINATED PERSON:

If pursuant to sections 40 or 46 of the CC Act, the nominated person has responsibility to deal with the complaint:

1. the Council will ensure that sufficient resources are available to the nominated person to enable them to deal with the complaint appropriately, and
2. the nominated person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without:
  - a. authorisation under a law of the Commonwealth or the State, or
  - b. the consent of the nominated person responsible for dealing with the complaint
3. the nominated person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
  - a. purposes of the CC Act
  - b. the importance of promoting public confidence in the way suspected corrupt conduct in the Council is dealt with, and
  - c. the Council's statutory, policy and procedural framework.

If the Customer Support and Governance Manager has responsibility to deal with the complaint, they:

1. are delegated the same authority, functions and powers as the CEO to direct and control staff of the Council as if the nominated person is the CEO of the Council for the purpose of dealing with the complaint only;
2. are delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of the Council for the purpose of dealing with the complaint; and
3. do not have any authority, function or power that cannot be delegated by either the Council or the CEO.

## **COMPLAINTS ABOUT THE CHIEF EXECUTIVE OFFICER (SECTION 48A OF THE CRIME AND CORRUPTION ACT 2001) - COUNCIL POLICY**

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### **LIAISING WITH THE CCC**

The CEO is to keep the CCC and the nominated persons informed of:

1. the contact details for the public official/CEO and the nominated person/s; and
2. any proposed changes to this policy.

### **CONSULTATION WITH THE CCC**

The CEO will consult with the CCC when preparing any policy about how the Council will deal with a complaint that involves or may involve corrupt conduct of the public official/CEO.



<b>Title</b>	<b>Corporate Services Report Review Complaints Management - Council Policy</b>
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<b>Date</b>	17 July 2020
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<b>Responsible Manager</b>	P. Greet, CUSTOMER SUPPORT AND GOVERNANCE MANAGER
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## Summary

To present draft amendments to the Complaints Management - Council Policy for Council's consideration and adoption.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that Council:

1. Rescind the Unreasonable Customer Conduct - Council Policy; and
2. Adopt the amended Complaints Management - Council Policy as proposed.

## Background Information

### 1. Unreasonable Customer Conduct - Council Policy

This Policy was adopted by Council on 20 November 2013. The purpose of this policy is to provide guidance to Councillors, Council staff, contractors and volunteers and to establish a systematic and consistent approach to managing unreasonable administrative requests, complaint conduct and aggressive customer behaviour.

### 2. Complaints Management - Council Policy

Council is required to have an administrative action complaints management policy under s.306 of the *Local Government Regulation 2012 (Chapter 9, Part 4 – Process for resolving administrative action complaints)*.

This review responds to the recommendation from the internal audit report into Council's fraud and corruption controls conducted by the Internal Auditor. The report recommended that Council review its current processes of receiving allegations of fraud and corruption, part of that framework includes Council's complaints management system to which this policy relates.

## Report

### 1. Unreasonable Customer Conduct - Council Policy

A review of the Complaints Management - Council Policy has led to the inclusion of key elements of the Unreasonable Customer Request - Council Policy into the Complaints Management - Council Policy such that the objectives of the policy are now contained within the Complaints Management - Council Policy. As such it is proposed that this policy is no longer required, and approval is sought to rescind the policy.

### 2. Complaints Management - Council Policy

The Complaints Management Policy has been reviewed in accordance with the recommendation from Internal Audit to review Council's current processes of receiving allegations of fraud and corruption. Additionally, the implementation of the *Human Rights Act 2019* also requires that Council makes decisions and acts compatibly with human rights which means that Council is required to:

- act and make decisions compatibly with human rights;
- develop policy and legislation compatibly with human rights; and
- interpret legislation compatibly with human rights.

A person can make a complaint to Council in relation to the *Human Rights Act 2019* whereupon Council has 45 days to respond.

Proposed amendments to the Policy include:-

- reference to the *Human Rights Act 2019*;
- reference to the Complaints about the Chief Executive Officer (Section 48A of the Crime and Corruption Act 2001) - Council Policy; and
- providing more policy guidance around unreasonable requests and unreasonable customer conduct.

### Consultation (Internal/External)

The proposal to rescind the Unreasonable Customer Conduct - Council Policy and the proposed amendments to the Complaints Management - Council Policy were endorsed at the Executive Management Team meeting held 16 July 2020.

### Legal/Policy Implications (Justification if applicable)

Pursuant to section 238(1) of the *Local Government Act 2019*, Council must adopt a process for resolving administrative action complaints. Section 306(2)(b) of the *Local Government Regulation 2012* requires that a local government must adopt written policies and procedures supporting the complaints management process.

Adopting a complaints management policy and associated complaints management procedures contributes to controls around complaints management including fraud and corruption risks.

Budget/Financial Implications

Nil

**Conclusion**

The Unreasonable Customer Conduct - Council Policy is recommended to Council for rescission due to the inclusion of unreasonable customer conduct in the proposed amendments to the Complaints Management - Council Policy. The amended Complaints Management - Council Policy is recommended to Council for adoption.

**Attachments**

1. Unreasonable Customer Conduct - Council Policy
2. Complaints Management - Council Policy Marked Up Proposed Amendments
3. Complaints Management - Council Policy As Proposed

**Authored by:** P. Greet, CUSTOMER SUPPORT AND GOVERNANCE MANAGER

## Council Policy

<b>POLICY TITLE:</b>	<b>UNREASONABLE CUSTOMER CONDUCT - COUNCIL POLICY</b>
RESPONSIBLE DIVISION:	Corporate and Community Support
RESPONSIBLE SECTION:	Governance Information Support
LINK TO CORPORATE PLAN:	Strategic Theme 1: Effective and Inclusive Governance
RESPONSIBLE OFFICER:	Chief Executive Officer
AUTHORISED BY:	Ordinary Meeting of Council
ISSUE DATE:	20 November 2013
AMENDMENT DATE/S:	
DATE REVIEW DUE:	November 2015

### POLICY OBJECTIVES/PURPOSE:

The purpose of this policy is to provide guidance to Councillors, Council staff, contractors and volunteers and establish a systematic and consistent approach to managing unreasonable administrative requests, complainant conduct and aggressive and abusive customer behaviour.

**In line with Western Downs Regional Council's Customer Service Charter, Council's approach is to deny service to any customer that makes inappropriate comments to Council officers, uses offensive or coarse language or behaves inappropriately at any of our Customer Service Centres or other Facilities. Any person who behaves in an unacceptable manner will be requested to immediately leave the Customer Service Centre or Facility and our officers are authorised to terminate a telephone conversation without warning.**

**Furthermore, Council takes a 'zero tolerance' approach to any threatening comment, gesture or behaviour made towards our officers and may immediately report any such matters to the Police for action.**

### ORGANISATIONAL SCOPE:

This policy applies to situations involving unreasonable administrative requests, customer conduct or aggressive and abusive customer behaviour.

### POLICY:

Initial complaints will be dealt with under Council's Complaint Management Framework. However, where a customer refuses to accept Council's decision on a matter and consistently raises the same issue with the same or different Council officers, or makes unreasonable demands, acts offensively or vilifies, it may be deemed an unreasonable request and dealt with accordingly.



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## UNREASONABLE REQUESTS

Ongoing, regular, repetitious enquiries or requests for information which substantially and unreasonably divert resources away from usual Council functions should first be dealt with under the Council's Complaint Management Framework. If unreasonable requests continue to be made to Council, the matter is to be referred to a Manager/General Manager to exercise his/her discretion in implementing this policy.

The Manager/General Manager may limit service or communication with a customer if there is evidence of unreasonable customer conduct.

Possible scenarios and limitations include:

1. Where a person/group is sending a constant stream of letters/emails to Council on a wide range of issues, it may be appropriate, if the demands placed on the Council by the correspondence are excessive, to notify the person or group either that:
  - only significant and serious issues will be addressed by the Council; or
  - only a certain number of issues will be addressed by the Council in any given period and therefore the person or group should limit and focus their requests accordingly;
2. Where a person is ringing or making constant visits to the Council and raising the same issues with different staff, it may be appropriate to notify them that:
  - only a nominated staff member will deal with them in future and they must make an appointment with that person if they wish to discuss their matter; or
  - all future contact with the Council must be in writing.
3. In cases where it is clear a person will not accept the Council's decision on a matter and all appropriate avenues of internal review or appeal have been exhausted, if the person continues to write, telephone or visit the Council, it may be appropriate for the Council to notify them that in future:
  - no phone calls will be accepted or interviews granted concerning the specific matter already reviewed; and
  - all further communication with the Council must be in writing; and
  - correspondence will be received, read and filed but Council will only acknowledge or respond if significant new information is provided or a new issue is raised which in the Council's opinion, warrants fresh action.

In all situations involving unreasonable complainant conduct, adequate documentary records should be maintained.

Authority is delegated to a Manager/General Manager to revoke, amend or alter any actions in implementing this policy.

### **Aggressive & Abusive Customers**

#### *In Person or In a Council Controlled Area*

In situations where customers at Council premises become aggressive or abusive, Senior Staff should attempt to moderate the situation and if unsuccessful, direct the offending customer to leave the Council premises.

If the person refuses to leave Council premises when requested to, the officer is to call the Police after advising the person that the Police will be contacted.

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### *Not in a Council Controlled Area*

In situations where a customer become aggressive to staff in an area that is not a Council controlled area (e.g. on the customer's property), the Council officer shall politely advise the customer that their behaviour is unacceptable and that they will not participate in the situation.

The Council Officer shall then leave the area.

### *On the Phone*

Where customer behaviour is insulting, vilifying, demeaning or offensive to Council Officers:

- Council Officers are to issue two warnings to the customer that if language/behaviour continues, the call will be terminated (as per example scripting).
- If the nature of the call was such that, in the opinion of the Council Officer, the call was extremely offensive, the call should be terminated. The definition of what constitutes "Offensive" language is at the discretion of the Council Officer. A written or audio record of the incident including time, date, details of call and the name of the caller, if known, should be made as soon as possible after a call has been terminated and forwarded to the Supervisor or Manager.

Prior to terminating the call, a Council Officer must advise the customer that termination will occur:

#### **First Warning:**

"I need to let you know that if you continue to speak like that, I will have to terminate this call."

#### **Second Warning:**

"Mr Citizen, if this language continues, I will be terminating this call, and Council will no longer accept telephone calls from you; all future requests must be made in writing"

#### **Termination Advice:**

"I am terminating this call now"

### *Ongoing Calls*

If a customer persistently calls to discuss a complaint or to make further complaints, and this is proving time consuming and disruptive, it is reasonable for the Council Officer concerned to ask the customer to put their concerns in writing and to terminate the conversation.

In either case the Council Officer should remain polite and wherever possible provide the customer with the opportunity to modify their behaviour, by informing the customer that unless they do so, the call will be terminated. The Council Officer will also warn the customer that, if the call is terminated, Western Downs Regional Council may no longer accept telephone calls from that customer and in future may only deal with that customer in writing.

If a call needs to be terminated as a result of the customers conduct, the employee should do so politely and generally in accordance with the above scripting and advise their Supervisor.

Council will confirm with the customer in writing that Western Downs Regional Council will no longer accept telephone calls from them and will only deal with the customer in writing except in a genuine emergency situation.

### *Out of Office Hours*

Where a Customer approaches a Council Officer when not on duty, the Officer should politely advise the Customer that this is not the time or place to discuss Council business and that, if necessary, an appointment can be made to discuss the problem with the appropriate Officer at a more appropriate time. Where necessary it may be acceptable to:

- Walk away to avoid confrontation; or
- If the Officer feels threatened by the language or behaviour of the customer, call the Police.

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## Recording and Reporting Unreasonable Conduct

Council officers should record any instances of unreasonable customer contact by making an applicable file note in Council electronic records management system.

### DEFINITIONS:

Section 268(2) of the *Local Government Act 2009* (the LG Act) defines an '**administrative action complaint**' as a complaint that—

- (a) is about an administrative action of a local government, including the following, for example—
  - (i) a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
  - (ii) an act, or a failure to do an act;
  - (iii) the formulation of a proposal or intention;
  - (iv) the making of a recommendation; and
- (b) is made by an affected person.

An 'affected person' is defined in section 268(3) of the LG Act as:-

An **affected person** is a person who is apparently directly affected by an administrative action of a local government.

A **complaint** is a generic term referring to the expression of dissatisfaction, orally or in writing, about the action of Council or its staff.

A **complaints management process** means the policy, processes, personnel and technology used by Council in receiving, recording, responding to and reporting about complaints.

A **request for service** is where a person wants Council to take action. Examples include: a barking dog, a pot hole, an overflowing waste bin or another issue requiring Council service.

**Aggressive & Abusive Conduct** – includes, but is not limited to the making of rude or vulgar noises, expressions or gestures, verbal abuse of a personal or general nature, threatening or offensive behaviour and statements as well as physical violence against a person or property.

**Customer** – a person expressing dissatisfaction with Council policy, procedure, action or quality of service. The person can be a ratepayer, resident, visitor or business.

**Genuine Emergency** - An emergency situation that poses an immediate risk to health, life, property or environment.[]

**Senior Staff** – where the relevant Manager is not present the most senior staff member on duty at the time. (This may include an Operator at an operational worksite).

**Unreasonable Administrative Requests** - ongoing regular repetitious enquiries continue or requests for information which substantially and unreasonably direct resources away from other functions.

**Third Party Review Body** – is a statutory entity that has responsibility to review administrative decisions, grievances, misconduct, etc and includes the Ombudsman, Queensland Civil and Administrative Tribunal, Building Services Authority and the Crime and Misconduct Commission.

**Unreasonable Customer Conduct** – unreasonable conduct by customers going beyond the usual situational conduct commonly experienced by customers when they bring a grievance to Council.

### RELATED LEGISLATION:

Local Government Act 2009

Local Government Regulation 2012

*Western Downs Regional Council Local Law No. 1 (Administration) 2011*

**RELATED DOCUMENTS (LOCAL LAWS, POLICIES, AND DELEGATIONS ETC):**

WDRC COMPLAINTS MANAGEMENT POLICY AND PROCESS

WDRC CODE OF CONDUCT

WDRC CORPORATE PLAN

WDRC 2050 COMMUNITY PLAN

WDRC CUSTOMER SERVICE CHARTER

**ATTACHMENTS:**

**NIL**

**REVIEW TRIGGER:**

List of factors which require the policy to be reviewed:-

- Quarterly review by the Complaints Management Working Group
- Change in legislation; corporate plan, planning scheme etc affecting this policy
- Change in community priorities or circumstances relating to this policy

## Complaints Management - Council Policy

Effective Date	Ordinary Meeting of Council - 3 December 2014
Policy Owner	Customer Support & Governance Manager
Link to Corporate Plan	Strategic Theme 1 - Effective and Inclusive Governance
Review Date	<del>May</del> January 2024 <del>4</del>
Related Legislation	Local Government Act 2009 Local Government Regulation 2012 Crime and Corruption Act 2001 Human Rights Act 2019
Related Documents	Complaints Management Standard Work Practice (SWP) <u>Complaints about the Chief Executive Officer (Section 48A of the Crime &amp; Corruption Act 2001) - Council Policy</u> Code of Conduct Customer Service Charter <u>Guide: Handling Human Rights Complaints (Version 1 October 2019)</u>

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Policy Version	Approval Date	Adopted/Approved
Version 1	3 December 2014	Ordinary Meeting of Council
Version 2	15 March 2017	Ordinary Meeting of Council

Page 1 of 5

This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. A hard copy of this electronic document is uncontrolled.

# Complaints Management - Council Policy

## 1. PURPOSE

The objectives of this policy are:

- a. To ensure that the process for managing complaints relating to administrative actions is consistent with legislative requirements.
- b. Ensure complaints are dealt with in a fair, objective, effective, transparent, consistent and accountable manner.
- c. Facilitate the use of the information obtained from the complaints management process to improve Council's overall service delivery.

## 2. SCOPE

This policy applies to all administrative action complaints made to Western Downs Regional Council. This policy has been adopted in accordance with Council's obligations under Section 306 of the *Local Government Regulation 2012 (Chapter 9, Part 4 – Process for resolving administrative action complaints)*.

## 3. POLICY

### 3.1 Complaints Management Principles

#### Visibility and Access

- a. Complaints about Council's administrative actions can only be lodged by a person directly affected (i.e. an affected person);
- b. Information about where and how to lodge a complaint is available on Council's website and at Council's customer service offices;
- c. Complaints are accepted verbally and in writing through a variety of channels such as in person, telephone, letter, email, facsimile or internet;
- d. Persons with a disability are offered every opportunity and assistance in accessing Council's complaints processes. Reasonable assistance is also provided to any complainant upon request; and
- e. Council's complaints management process and complaints information is available to the public, customers and staff.

#### Responsiveness

- a. Council will inform staff of the existence and operation of its complaints management process;
- b. Council will respond to complaints in a timely manner;
- c. Council will monitor timeframes for resolution of complaints; and
- d. Council will communicate with the relevant parties about the progress of the investigation and resolution.

#### Assessment and Action

- a. Council will ensure that complaints are dealt with fairly and objectively;
- b. Council will assess the nature of complaints, how complaints should be dealt with and by whom; and
- c. Council will refer complaints to external agencies, where required.

#### Feedback

- a. Council will provide complainants with timely feedback;
- b. Council will provide complainants with available review options; and
- c. Council will provide feedback to relevant areas of the organisation where potential system improvements are identified.

#### Monitoring and Review

- a. Council will meet any statutory, policy or procedural reporting requirements;
- b. Council will identify complaint trends; and
- c. Council will monitor the time taken to resolve complaints.





# Complaints Management - Council Policy

## 3.2 Legislative Context

Section 268(2) of the *Local Government Act 2009* (the LG Act) defines an '**administrative action complaint**' as a complaint that—

- (a) is about an administrative action of a local government, including the following, for example—
  - (i) a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
  - (ii) an act, or a failure to do an act;
  - (iii) the formulation of a proposal or intention;
  - (iv) the making of a recommendation; and
- (b) is made by an affected person.

Western Downs Regional Council recognises that an individual has the right to provide feedback, both positive and negative, on its services and to lodge a complaint about an administrative decision made by Council.

However, if a complaint is determined to be frivolous and vexatious, or lacking in substance or detail, Council may elect to take no further action in relation to the ~~matter~~, ~~and~~ ~~matter~~ and provide the complainant with written advice of the decision and the reasons for it.

The Human Rights Act 2019 (HR Act) places requirements on Council to act and make decisions in a way that is compatible with human rights. The objects of the HR Act are:

- a. to protect and promote human rights; and
- b. to help build a culture in the Queensland public sector that respects and promotes human rights; and
- c. to help promote a dialogue about the nature, meaning and scope of human rights.

When responding to complaints, unreasonable requests or unreasonable customer conduct, Council will ensure that the matter considers, and is compatible, with human rights. Any decision will include a statement about the consideration of human rights and the extent to which the decision is compatible with human rights.

Complaints received by Council in relation to the Human Rights Act 2019 will be addressed within Councils formal complaints management process.

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## 3.3 Complaints Management Standard Work Practice (SWP)

This policy will be supported by the Complaints Management Standard Work Practice (SWP). The Complaints Management SWP provides a three-step process for the management of complaints under this policy. These steps are:

- a. Stage 1 – Primary Investigation and Resolution by Operational Area.
- b. Stage 2 – Internal Review.
- c. Stage 3 – External Review with appropriate external agency.

## 3.4 Timeliness of Complaint Notification

A complaint about a decision or action of Council must be made no later than six months after the affected person was notified, or made aware of the decision or action.

An Internal Review request must be received within 20 business days of receipt by the complainant of the Primary Investigation and Resolution decision.

Complaints or applications for Internal Review received outside these timeframes will only be accepted where the Complaints Administrator or Chief Executive Officer decide that exceptional circumstances warrant consideration.



# Complaints Management - Council Policy

## 3.5 Unreasonable Requests

Ongoing, regular, repetitious enquiries or requests for information which substantially and unreasonably divert Council resources may result in action being taken to limit service or communication with a customer.

If unreasonable requests continue to be made to Council by the customer, the matter is to be referred to the Customer Support & Governance Manager to review the matter in consultation with the General Manager (Corporate Services) where required.

## 3.6 Unreasonable Customer Conduct

The Customer Support & Governance Manager may limit service or communication with a customer if there is evidence of unreasonable customer conduct.

Possible scenarios and limitations include:

1. Where a person/group is sending a constant stream of letters/emails to Council on a wide range of issues, it may be appropriate, if the demands placed on the Council by the correspondence are excessive, to notify the person or group either that:
  - a. only significant and serious issues will be addressed by the Council; or
  - b. only a certain number of issues will be addressed by the Council in any given period and therefore the person or group should limit and focus their requests accordingly.
2. Where a person is ringing or making constant visits to the Council and raising the same issues that have been resolved previously with different staff, it may be appropriate to notify them that:
  - a. only a representative from the responsible department will deal with them in future and they must make an appointment with that person if they wish to discuss their matter;
  - b. they should take the matter up with an external review body e.g. the Queensland Ombudsman; or
  - c. not limiting their Human Rights. Council may seek to limit how they communicate with Council in the future.
3. In cases where it is clear a person will not accept the Council's decision on a matter that has been resolved and all appropriate avenues of internal review or appeal have been exhausted, if the person continues to write, telephone or visit the Council, it may be appropriate for the Council to notify them that in future:
  - a. the matter must be taken up with an external review body e.g. the Queensland Ombudsman and that Council will respond to the matter via the external review body;
  - b. no phone calls will be accepted, or interviews granted concerning the specific matter already reviewed;
  - c. not limiting their Human Rights. Council may seek to limit how they communicate with Council in the future; and
  - d. correspondence will be received, read and filed but Council will only acknowledge or respond if significant new information is provided or a new issue is raised which in the Council's opinion, warrants fresh action.

If a customer's unreasonable conduct continues, the matter is to be referred to the Customer Support & Governance Manager to review the matter in consultation with the General Manager (Corporate Services) where required.

If unreasonable requests continue to be made to Council by the customer, the matter is to be referred to a Manager/General Manager to exercise their discretion in implementing this policy. — 3.7

## Aggressive/Abusive Customers

In situations where customers at Council premises become aggressive or abusive, Senior Staff should attempt to moderate the situation and if unsuccessful, direct the offending customer to leave the Council premises.

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# Complaints Management - Council Policy

If the person refuses to leave Council premises when requested to, the officer is to call the Police.

In situations where a customer become aggressive to staff in an area that is not a Council controlled area (e.g. on the customer's property), the Council officer shall politely advise the customer that their behaviour is unacceptable and that they will not participate in the situation.

The Council Officer shall then leave the area.

Where customer behaviour on the phone is insulting, vilifying, demeaning or offensive to Council Officers:

1. Council Officers are to issue two warnings to the customer that if language/behaviour continues, the call will be terminated.
2. If the nature of the call was such that, in the opinion of the Council Officer, the call was extremely offensive, the call should be terminated. The definition of what constitutes "Offensive" language is at the discretion of the Council Officer. A written or audio record of the incident including time, date, details of call and the name of the caller, if known, should be made as soon as possible after a call has been terminated and forwarded to the Supervisor or Manager.

Prior to terminating the call, a Council Officer must advise the customer that termination will occur;

Where a Customer approaches a Council Officer when not on duty, the Officer should politely advise the Customer that this is not the time or place to discuss Council business and that, if necessary, an appointment can be made to discuss the problem with the appropriate Officer at a more appropriate time. Where necessary it may be acceptable to:

1. Walk away to avoid confrontation; or
2. If the Officer feels threatened by the language or behaviour of the customer, call the Police.

Council officers should record any instances of unreasonable customer contact by making an applicable file note in Council electronic records management system.

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# Complaints Management - Council Policy

<b>Effective Date</b>	<i>Ordinary Meeting of Council - 3 December 2014</i>
<b>Policy Owner</b>	<i>Customer Support &amp; Governance Manager</i>
<b>Link to Corporate Plan</b>	<i>Strategic Theme 1 - Effective and Inclusive Governance</i>
<b>Review Date</b>	<i>May 2024</i>
<b>Related Legislation</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> <i>Crime and Corruption Act 2001</i> <i>Human Rights Act 2019</i>
<b>Related Documents</b>	Complaints Management Standard Work Practice (SWP) Complaints about the Chief Executive Officer (Section 48A of the Crime & Corruption Act 2001) - Council Policy Code of Conduct Customer Service Charter Guide: Handling Handling Human Rights Complaints (Version 1 October 2019)

<b>Policy Version</b>	<b>Approval Date</b>	<b>Adopted/Approved</b>
Version 1	3 December 2014	Ordinary Meeting of Council
Version 2	15 March 2017	Ordinary Meeting of Council

# Complaints Management - Council Policy

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## 1. PURPOSE

The objectives of this policy are:

- a. To ensure that the process for managing complaints relating to administrative actions is consistent with legislative requirements.
- b. Ensure complaints are dealt with in a fair, objective, effective, transparent, consistent and accountable manner.
- c. Facilitate the use of the information obtained from the complaints management process to improve Council's overall service delivery.

## 2. SCOPE

This policy applies to all administrative action complaints made to Western Downs Regional Council. This policy has been adopted in accordance with Council's obligations under Section 306 of the *Local Government Regulation 2012* (Chapter 9, Part 4 – *Process for resolving administrative action complaints*).

## 3. POLICY

### 3.1 Complaints Management Principles

#### Visibility and Access

- a. Complaints about Council's administrative actions can only be lodged by a person directly affected (i.e. an affected person);
- b. Information about where and how to lodge a complaint is available on Council's website and at Council's customer service offices;
- c. Complaints are accepted verbally and in writing through a variety of channels such as in person, telephone, letter, email, facsimile or internet;
- d. Persons with a disability are offered every opportunity and assistance in accessing Council's complaints processes. Reasonable assistance is also provided to any complainant upon request; and
- e. Council's complaints management process and complaints information is available to the public, customers and staff.

#### Responsiveness

- a. Council will inform staff of the existence and operation of its complaints management process;
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#### Monitoring and Review

- a. Council will meet any statutory, policy or procedural reporting requirements;
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# Complaints Management - Council Policy

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## 3.2 Legislative Context

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- a. to protect and promote human rights; and
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## 3.4 Timeliness of Complaint Notification

A complaint about a decision or action of Council must be made no later than six months after the affected person was notified or made aware of the decision or action.

An Internal Review request must be received within 20 business days of receipt by the complainant of the Primary Investigation and Resolution decision.

Complaints or applications for Internal Review received outside these timeframes will only be accepted where the Complaints Administrator or Chief Executive Officer decide that exceptional circumstances warrant consideration.

## 3.5 Unreasonable Requests





# Complaints Management - Council Policy

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Ongoing, regular, repetitious enquiries or requests for information which substantially and unreasonably divert Council resources may result in action being taken to limit service or communication with a customer.

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3. In cases where it is clear a person will not accept the Council's decision on a matter that has been resolved and all appropriate avenues of internal review or appeal have been exhausted, if the person continues to write, telephone or visit the Council, it may be appropriate for the Council to notify them that in future:
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## 3.7 Aggressive/Abusive Customers

In situations where customers at Council premises become aggressive or abusive, Senior Staff should attempt to moderate the situation and if unsuccessful, direct the offending customer to leave the Council premises.

If the person refuses to leave Council premises when requested to, the officer is to call the Police.

In situations where a customer become aggressive to staff in an area that is not a Council controlled area (e.g. on the customer's property), the Council officer shall politely advise the customer that their behaviour is unacceptable and that they will not participate in the situation.

The Council Officer shall then leave the area.



# Complaints Management - Council Policy

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Where customer behaviour on the phone is insulting, vilifying, demeaning or offensive to Council Officers:

1. Council Officers are to issue two warnings to the customer that if language/behaviour continues, the call will be terminated.
2. If the nature of the call was such that, in the opinion of the Council Officer, the call was extremely offensive, the call should be terminated. The definition of what constitutes "Offensive" language is at the discretion of the Council Officer. A written or audio record of the incident including time, date, details of call and the name of the caller, if known, should be made as soon as possible after a call has been terminated and forwarded to the Supervisor or Manager.

Prior to terminating the call, a Council Officer must advise the customer that termination will occur:

Where a Customer approaches a Council Officer when not on duty, the Officer should politely advise the Customer that this is not the time or place to discuss Council business and that, if necessary, an appointment can be made to discuss the problem with the appropriate Officer at a more appropriate time. Where necessary it may be acceptable to:

1. Walk away to avoid confrontation; or
2. If the Officer feels threatened by the language or behaviour of the customer, call the Police.

Council officers should record any instances of unreasonable customer contact by making an applicable file note in Council electronic records management system.



**Title** **Corporate Services Financial Report July 2020**

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**Date** 5 August 2020

**Responsible Manager** E. Lambert, ACTING CHIEF FINANCIAL OFFICER

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### **Summary**

The purpose of this Report is to provide Council with the Financial Report for the month ending July 2020.

### **Link to Corporate Plan**

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.

### **Material Personal Interest/Conflict of Interest**

Nil

### **Officer's Recommendation**

That this report be received, and that Council notes the July 2020 Financial Report.

### **Background Information**

The Chief Executive Officer is required by Section 204 (2) of the Local Government Regulation 2012 to present the financial report at each meeting of the local government if each meeting is held less frequently than monthly, or monthly. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held (section 204 (3)).

### **Report**

#### **1. Operating Budget**

The operating deficit as at 31 July 2020 is \$7.601 million. This is \$1.209 million better than budget. Council will predominantly always make a deficit in July due to there being no major revenue streams received in July.

Analysis of the major variances for each revenue and expense item is provided in the following table:

<b>Council Consolidated</b>	<b>Original Budget \$</b>	<b>YTD Budget \$</b>	<b>YTD Actuals \$</b>	<b>Variance \$</b>	<b>Comments</b>
<b>Revenue</b>					
Rates and Utility Charges	(91,355,089)	-	(25,291)	(25,291)	Rates and Utility Charges revenue has a credit value for July due to favourable QVAS adjustments.
Volumetric	(6,723,086)	-	1,002	1,002	
Less: Discounts & Pensioner Remissions	5,317,113	-	(77,561)	(77,561)	Discounts & Pensioner Remissions has a credit value for July due to a reversal of a June 30 accrual for water consumption. The accounting standards require Council to recognise net revenue (bills less discount) and not gross revenue. The payments for water consumption are due in August.
Net Rates and Utility Charges	(92,761,062)	-	(101,849)	(101,849)	
Fees and Charges	(5,559,170)	(434,529)	(96,275)	338,254	Fees and Charges income is under budget due to accruals for the Washdown Bays, Waste Disposal, Aerodromes and Water Sales not being unwound in July. Accruals for this income is based on outstanding amounts. This timing difference will correct in August.
Rental and Levies	(1,588,400)	(132,366)	(168,512)	(36,146)	Rental and Levies income is over budget purely due to phasing.
Sales of Major Services	(26,558,756)	(1,743,580)	(949,707)	793,873	Sales of Major Services in under budget by \$0.794 million due to the Commercial Works July progress claim being outstanding (\$0.662 million) and sales being behind at the Quarry and Gravel pits (\$0.128 million).
Operating Grants, Subsidies and Contributions	(21,451,589)	(435,823)	(1,041,779)	(605,956)	Operating Grants, Subsidies and Contributions is over budget due to a grant being received for Communities Combating Pest and Weeds (\$0.395 million). This was not budgeted. The remaining additional income relates to phasing.
Interest Revenue	(1,615,000)	(134,583)	(109,113)	25,470	Interest Revenue has come in under budget due to interest rates being budgeted at 1%, where Council is currently receiving 0.87%.
Other Income	(1,601,075)	(94,264)	(27,766)	66,498	Other income has come in under budget mainly due to cinema revenue being behind budget (\$0.043 million).
<b>TOTAL OPERATING REVENUES</b>	<b>(151,135,052)</b>	<b>(2,975,145)</b>	<b>(2,495,001)</b>	<b>480,144</b>	

Council Consolidated	Original Budget \$	YTD Budget \$	YTD Actuals \$	Variance \$	Comments
<b>Expenses</b>					
Employee Benefits	57,255,425	3,840,765	3,811,884	(28,881)	Employee Benefits are In line with Budget
Less Capitalised Employee Benefits	(4,728,745)	(317,772)	(404,328)	(86,557)	Capitalised Employee Benefits are better than budget due to staff working on more capital works as opposed to maintenance.
Net Employee Benefits	52,526,680	3,522,993	3,407,556	(115,437)	
Materials and Services	58,360,000	4,596,448	3,023,202	(1,573,246)	Materials and Services are under budget due to outstanding invoices not being accrued at the end of the July month.
Depreciation and Amortisation	43,869,076	3,655,761	3,655,761	-	
Finance Costs	593,055	10,338	9,414	(924)	
Corporate Overhead	-	-	-	-	
<b>TOTAL OPERATING EXPENSES</b>	<b>155,348,811</b>	<b>11,785,540</b>	<b>10,095,933</b>	<b>(1,689,607)</b>	
<b>Operating (surplus)/deficit</b>	<b>4,213,759</b>	<b>8,810,395</b>	<b>7,600,933</b>	<b>(1,209,463)</b>	

## 2. Capital Revenue and Expenditure

### o Capital Revenue

Capital Revenue is \$1.131 million ahead of budget as at the end of July. This better than budgeted position is due to income being received for some of the COVID-19 accelerated works projects in which an income budget has not yet been allocated.

### o Capital Expenditure

Capital Expenditure is \$0.573 million ahead of budget as at the end of July. This better than budgeted position is due to works continuing for 2019-20 projects that have yet to be rolled into the 2020-21 budget. It is anticipated that these carryovers will be brought to Council in the September meeting for approval.

## 3. Cash and Investments

Council's Cash and Investments at 31 July 2020 totalled \$166.178 million which represents 12.84 months of Operating Expenses including depreciation. The balance as at 30 June 2020 was \$174.933 million.

### Consultation (Internal/External)

Nil

### Legal/Policy Implications (Justification if applicable)

Nil

### Budget/Financial Implications

Council adopted the FY2021 Original Budget on 22 July 2020. The attached One-Page report details the progress made against Year-To-Date (YTD) budget for the period ending 31 July 2020.

### **Conclusion**

There are currently no budget concerns as at the end of July.

### **Attachments**

1. One Page Report July 2020

**Authored by:** C. Prain, MANAGEMENT ACCOUNTANT





Western Downs Regional Council  
One Page Result  
Period Ending: 31 July 2020

	Council Consolidated				Council Net				Commercial Works				Gas				Water			
	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance
<b>Operating Revenue</b>																				
Rates and Utility Charges	(91,355,089)	-	(25,291)	(25,291)	(70,892,507)	-	(26,134)	(26,134)	-	-	-	-	-	-	-	-	(5,923,280)	-	601	601
Volumetric	(6,723,086)	-	1,002	1,002	-	-	-	-	-	-	-	-	-	-	-	-	(6,723,086)	-	1,002	1,002
Less: Discounts & Pensioner Remissions	5,317,113	-	(77,561)	(77,561)	3,955,125	-	(2,515)	(2,515)	-	-	-	-	-	-	11,524	11,524	635,023	-	(86,373)	(86,373)
Net Rates and Utility Charges	(92,761,062)	-	(101,849)	(101,849)	(66,937,382)	-	(28,649)	(28,649)	-	-	-	-	-	-	11,524	11,524	(12,011,343)	-	(84,769)	(84,769)
Fees and Charges	(5,559,170)	(434,529)	(96,275)	338,254	(2,642,810)	(191,498)	(69,277)	122,221	-	-	-	-	(31,000)	(2,583)	(9,231)	(6,648)	(770,000)	(64,167)	(14,427)	49,740
Rental and Levies	(1,588,400)	(132,366)	(168,512)	(36,146)	(1,513,400)	(126,116)	(166,512)	(40,396)	-	-	-	-	-	-	-	-	(75,000)	(6,250)	(1,999)	4,251
Sales of Major Services	(26,558,756)	(1,743,580)	(949,707)	793,873	-	-	-	-	(12,050,000)	(662,500)	-	662,500	(3,132,662)	(151)	(1,788)	(1,637)	(12,070)	(1,006)	-	1,006
Operating Grants & Subsidies	(21,451,589)	(435,823)	(1,041,779)	(605,956)	(21,451,589)	(435,823)	(1,041,779)	(605,956)	-	-	-	-	-	-	-	-	-	-	-	-
Interest	(1,615,000)	(134,583)	(109,113)	25,470	(1,615,000)	(134,583)	(109,127)	25,456	-	-	-	-	-	-	-	-	-	-	14	14
Other Income	(1,601,075)	(94,264)	(27,766)	66,498	(1,561,075)	(90,930)	(27,766)	63,164	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>(151,135,052)</b>	<b>(2,975,145)</b>	<b>(2,495,001)</b>	<b>480,144</b>	<b>(95,721,256)</b>	<b>(978,950)</b>	<b>(1,443,111)</b>	<b>(464,161)</b>	<b>(12,050,000)</b>	<b>(662,500)</b>	<b>-</b>	<b>662,500</b>	<b>(3,163,662)</b>	<b>(2,734)</b>	<b>505</b>	<b>3,239</b>	<b>(12,868,413)</b>	<b>(71,423)</b>	<b>(101,183)</b>	<b>(29,760)</b>
<b>Operating Expenses</b>																				
Employee Benefits	57,255,425	3,840,765	3,811,884	(28,881)	46,999,291	3,151,713	3,159,764	8,051	2,076,057	139,420	92,378	(47,042)	365,279	24,511	30,875	6,364	4,178,985	280,814	292,852	12,038
Less Capitalised Employee Benefits	(4,728,745)	(317,772)	(404,328)	(86,557)	(4,256,418)	(286,031)	(351,126)	(65,095)	-	-	-	-	-	-	-	-	-	-	(15,968)	(15,968)
Net Employee Benefits	52,526,680	3,522,993	3,407,556	(115,437)	42,742,873	2,865,682	2,808,638	(57,044)	2,076,057	139,420	92,378	(47,042)	365,279	24,511	30,875	6,364	4,178,985	280,814	276,885	(3,929)
Materials and Services	58,360,000	4,596,448	3,023,202	(1,573,246)	27,442,493	2,735,989	2,706,697	(29,292)	8,691,790	318,341	186,961	(131,380)	1,179,815	98,178	(264,912)	(363,090)	4,167,079	294,281	244,001	(50,280)
Depreciation and Amortisation	43,869,076	3,655,761	3,655,761	-	36,544,733	3,045,397	3,045,397	-	-	-	-	-	276,836	23,071	23,071	-	4,036,243	336,353	336,353	-
Finance Costs	593,055	10,338	9,414	(924)	480,878	10,338	9,414	(924)	-	-	-	-	45,650	-	-	-	28,490	-	-	-
Corporate Overhead	-	-	-	-	(4,208,017)	(350,669)	(350,669)	-	456,576	38,048	38,048	-	298,210	24,851	24,851	-	1,468,926	122,411	122,411	-
<b>TOTAL OPERATING EXPENSES</b>	<b>155,348,811</b>	<b>11,785,540</b>	<b>10,095,933</b>	<b>(1,689,607)</b>	<b>103,002,960</b>	<b>8,306,737</b>	<b>8,219,477</b>	<b>(87,260)</b>	<b>11,224,423</b>	<b>495,809</b>	<b>317,387</b>	<b>(178,422)</b>	<b>2,165,790</b>	<b>170,611</b>	<b>(186,115)</b>	<b>(356,726)</b>	<b>13,879,723</b>	<b>1,033,859</b>	<b>979,650</b>	<b>(54,209)</b>
<b>Operating (surplus)/deficit</b>	<b>4,213,759</b>	<b>8,810,395</b>	<b>7,600,933</b>	<b>(1,209,463)</b>	<b>7,281,704</b>	<b>7,327,787</b>	<b>6,776,366</b>	<b>(551,421)</b>	<b>(825,577)</b>	<b>(166,691)</b>	<b>317,387</b>	<b>484,078</b>	<b>(997,872)</b>	<b>167,877</b>	<b>(185,610)</b>	<b>(353,487)</b>	<b>1,011,310</b>	<b>962,436</b>	<b>878,467</b>	<b>(83,969)</b>
<b>Capital Revenue</b>																				
Capital Grants & Subsidies	(18,903,093)	(600,588)	(1,787,395)	(1,186,807)	(18,903,093)	(600,588)	(1,787,395)	(1,186,807)	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	(1,000,000)	-	-	-	(1,000,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	(700,000)	(58,333)	(2,487)	55,846	(700,000)	(58,333)	(2,487)	55,846	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	(850,000)	-	-	-	(850,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL REVENUE</b>	<b>(21,453,093)</b>	<b>(658,921)</b>	<b>(1,789,882)</b>	<b>(1,130,961)</b>	<b>(21,453,093)</b>	<b>(658,921)</b>	<b>(1,789,882)</b>	<b>(1,130,961)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Expenses</b>																				
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	9,200,000	766,667	-	-	8,200,000	683,333	-	-	-	-	-	-	-	-	-	-	800,000	66,667	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>9,200,000</b>	<b>766,667</b>	<b>-</b>	<b>-</b>	<b>8,200,000</b>	<b>683,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>800,000</b>	<b>66,667</b>	<b>-</b>	<b>-</b>
<b>Net Result (surplus)/deficit</b>	<b>(8,039,334)</b>	<b>8,918,141</b>	<b>5,811,051</b>	<b>(2,340,423)</b>	<b>(5,971,389)</b>	<b>7,352,199</b>	<b>4,986,484</b>	<b>(1,682,381)</b>	<b>(825,577)</b>	<b>(166,691)</b>	<b>317,387</b>	<b>484,078</b>	<b>(997,872)</b>	<b>167,877</b>	<b>(185,610)</b>	<b>(353,487)</b>	<b>1,811,310</b>	<b>1,029,103</b>	<b>878,467</b>	<b>(83,969)</b>
<b>Capital Funding Applications</b>																				
Capital Expenditure - New Assets	15,024,931	10,000	468,398	458,398	14,524,931	10,000	468,398	458,398	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Upgrade Assets	6,215,842	96,500	97,717	1,217	5,775,842	83,500	96,154	12,654	-	-	-	-	-	-	-	-	370,000	9,000	1,456	(7,544)
Capital Expenditure - Replacement Assets	43,561,520	1,348,219	1,461,719	113,500	38,350,768	1,201,219	1,396,567	195,348	-	-	-	-	-	-	-	-	2,765,000	81,000	58,888	(22,112)
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>64,802,293</b>	<b>1,454,719</b>	<b>2,027,835</b>	<b>573,116</b>	<b>58,651,541</b>	<b>1,294,719</b>	<b>1,961,119</b>	<b>666,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,135,000</b>	<b>90,000</b>	<b>60,344</b>	<b>(29,656)</b>



Western Downs Regional Council  
One Page Result  
Period Ending: 31 July 2020

	Sewerage				Quarry				Waste				Saleyards				Washdown Bays			
	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance
<b>Operating Revenue</b>																				
Rates and Utility Charges	(9,008,465)	-	658	658	-	-	-	-	(5,530,837)	-	(415)	(415)	-	-	-	-	-	-	-	-
Volumetric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	450,423	-	(11)	(11)	-	-	-	-	276,542	-	(186)	(186)	-	-	-	-	-	-	-	-
Net Rates and Utility Charges	(8,558,042)	-	646	646	-	-	-	-	(5,254,295)	-	(601)	(601)	-	-	-	-	-	-	-	-
Fees and Charges	-	-	(11)	(11)	-	-	-	-	(1,715,360)	(142,948)	(5,606)	137,342	-	-	-	-	(400,000)	(33,333)	2,278	35,611
Rental and Levies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Major Services	(12,070)	(1,006)	(1,061)	(55)	(8,551,954)	(798,917)	(670,812)	128,105	-	-	-	-	(2,800,000)	(280,000)	(276,045)	3,955	-	-	-	-
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	(40,000)	(3,334)	-	3,334	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	(8,570,112)	(1,006)	(425)	581	(8,551,954)	(798,917)	(670,812)	128,105	(7,009,655)	(146,282)	(6,207)	140,075	(2,800,000)	(280,000)	(276,045)	3,955	(400,000)	(33,333)	2,278	35,611
<b>Operating Expenses</b>																				
Employee Benefits	1,367,262	91,876	102,405	10,529	1,156,494	77,726	74,611	(3,115)	478,263	32,118	28,030	(4,088)	500,045	33,604	23,955	(9,649)	133,749	8,983	7,014	(1,969)
Less Capitalised Employee Benefits	-	-	-	-	(472,327)	(31,740)	(37,235)	(5,494)	-	-	-	-	-	-	-	-	-	-	-	-
Net Employee Benefits	1,367,262	91,876	102,405	10,529	684,167	45,986	37,376	(8,609)	478,263	32,118	28,030	(4,088)	500,045	33,604	23,955	(9,649)	133,749	8,983	7,014	(1,969)
Materials and Services	1,419,217	100,434	54,082	(46,352)	5,508,461	486,024	(13,240)	(499,264)	8,011,672	425,912	20,373	(405,539)	1,448,399	106,867	77,059	(29,808)	491,074	30,422	12,181	(18,242)
Depreciation and Amortisation	2,116,623	176,386	176,386	-	22,394	1,866	1,866	-	424,371	35,365	35,365	-	419,208	34,934	34,934	-	28,668	2,389	2,389	-
Finance Costs	-	-	-	-	1,467	-	-	-	14,636	-	-	-	2,991	-	-	-	18,943	-	-	-
Corporate Overhead	841,587	70,132	70,132	-	352,460	29,372	29,372	-	527,143	43,929	43,929	-	209,279	17,440	17,440	-	53,836	4,486	4,486	-
<b>TOTAL OPERATING EXPENSES</b>	5,744,689	438,828	403,005	(35,823)	6,568,949	563,248	55,375	(507,873)	9,456,085	537,324	127,698	(409,626)	2,579,922	192,845	153,388	(39,457)	726,270	46,280	26,069	(20,211)
<b>Operating (surplus)/deficit</b>	(2,825,423)	437,822	402,579	(35,243)	(1,983,005)	(235,669)	(615,438)	(379,768)	2,446,430	391,042	121,491	(269,551)	(220,078)	(87,155)	(122,657)	(35,502)	326,270	12,947	28,347	15,400
<b>Capital Revenue</b>																				
Capital Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL REVENUE</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Capital Expenses</b>																				
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	100,000	8,333	-	-	-	-	-	-	-	-	-	-	100,000	8,333	-	-	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	100,000	8,333	-	-	-	-	-	-	-	-	-	-	100,000	8,333	-	-	-	-	-	-
<b>Net Result (surplus)/deficit</b>	(2,725,423)	446,155	402,579	(35,243)	(1,983,005)	(235,669)	(615,438)	(379,768)	2,446,430	391,042	121,491	(269,551)	(120,078)	(78,822)	(122,657)	(35,502)	326,270	12,947	28,347	15,400
<b>Capital Funding Applications</b>																				
Capital Expenditure - New Assets	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Upgrade Assets	70,000	4,000	108	(3,892)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	2,280,000	66,000	6,264	(59,736)	-	-	-	-	115,752	-	-	-	50,000	-	-	-	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	2,350,000	70,000	6,372	(63,628)	-	-	-	-	615,752	-	-	-	50,000	-	-	-	-	-	-	-

<b>Title</b>	<b>Corporate Services Quarterly Report April to June 2020</b>
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<b>Date</b>	10 August 2020
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<b>Responsible Manager</b>	S. Peut, GENERAL MANAGER (CORPORATE SERVICES)
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## Summary

The purpose of this Report is to provide Council with an update in relation to the Corporate Services Departments during the fourth quarter of the 2019-2020 financial year.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- We're recognised as one of the safest regions in Queensland.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

This this Report be received and noted.

## Background Information

The Corporate Services division provides a quarterly report update of general status and performance, providing Council with information on significant activities.

## Report

This Report lists the activities for the fourth quarter of the 2019-2020 financial year from the Customer Support and Governance, Facilities, Human Resources and Information Technology departments. The Finance department provide a separate monthly report to Council.

## Consultation (Internal/External)

Nil

## Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

**Conclusion**

It is recommended that Council received and note this Report.

**Attachments**

1. Corporate Services Quarterly Report April to June 2020

**Authored by:** K. Paech, EXECUTIVE OFFICER



# CORPORATE SERVICES

## QUARTERLY REPORT



# Facilities.

## achievements

**Cinemas** now cater for hearing/vision impaired, through audio-visual upgrades.

Completion of new Columbarium Wall at **Moonie Cemetery**.

**Chinchilla Weir** Toilet Upgrade completed.

**Jandowae Cemetery** Water Supply upgrade.

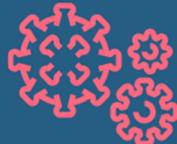
**Saleyards Reference Group** established.

Completion of **Myall Creek** Amos Street Precinct Project in conjunction with the Infrastructure Services Team.

Completion of **Jandowae Activation Project** with new garden beds, irrigation, turf, street & park furniture fabricated by 'Jandowae Men's Shed'.



## COVID-19



- Western Downs Cinemas only operational from 4 June 2020 under tight COVID-19 operating guidelines including patron logs, increased hygiene practices & encouragement of contactless bookings using our online portal.
- Western Downs Cinemas online bookings increased by 38%.
- 2,191 Saleyard Declarations completed in order to ensure that business operations can continue.
- WDRC internal meeting room limits have been reviewed, confirmed and appropriate signage created.



## in progress

**Meandarra Apex Park** (Leo Gordon Park) Upgrade.

**Myall Remembrance Park** Service Memorial Requests.

Continuing to implement proactive COVID-19 measures to ensure health & wellbeing of staff and visitors at **Saleyards**.



### ADOPT A STREET TREE

1,120 trees planted as part of the Adopt a Street Tree & Streetscape Beautification initiative.

# Saleyards

## 43,585

Head of cattle processed through the Dalby Saleyards

## 71,424

Head of cattle processed for the same quarter last year

## coming soon

**Waterloo Plains** Upgrade.

Development & advertising of new Dalby **Cleaning Contract** for Dalby Corporate Office.

**Kogan Pioneer Park** toilet refurbishment.

**Dalby Aquatic Centre** carpark extension & concrete sealing.



## achievements

Fourth straight period of **reduction in workers' compensation premiums**, premiums reduced from 1.013% to 0.912%, resulting in an estimated saving of \$56,343.

All **timesheets are now submitted by email** from changing the way we work during COVID-19.

Developed **Sharepoint Intranet content** in areas including Recruiting, Safety, Uniforms, Pays & Learning.

Developed a new **online Corporate Induction training video** for new employees.

Completed building **emergency procedures training** at aged care facilities.

## in progress

Implementation of **Ezisuite** continued with training sessions coming soon.

**Enterprise Bargaining Negotiations** for Health Services.

**Analyse results of Climate Survey** with the aim to present findings to employees and senior management.

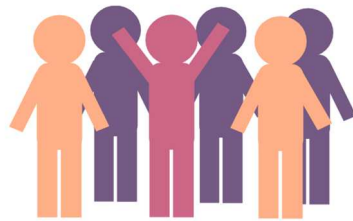
Review of all building **emergency procedures** and compliance requirements.

**8** Community Spirit Bursary Students  
COMPLETED PAID WORK PLACEMENT DURING JUNE 2020

## external enterprise bargaining agreement

A secret ballot was conducted across the region for the *Operational Certified Agreement 2020—2023* which resulted in **89%** of staff voting in favour of the agreement.

### HEADCOUNT



**740** = **740**  
Q4 2020 Q3 2020

### FULL TIME EQUIVALENTS

**638.37**  
Q4 2020

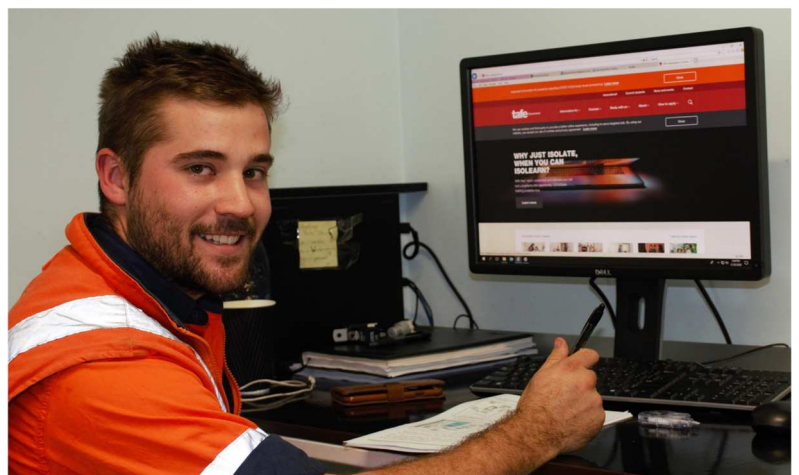


**631.49**  
Q3 2020

## ONLINE LEARNING OPPORTUNITY

WDRC partnered with registered training organisations to coordinate online learning for Trainees & Apprentices so they could continue their study during COVID-19.

Kyle Gordon, a 3rd year Mechanical Apprentice is pictured here completing his TAFE training online.



## achievements

All **19/20 recurrent and capital projects completed** — no carry forward of budgets required.

New **Intranet completed** providing one location for information sharing and collaboration, mobility and improved functionality.

New **WIFI** system and access points implemented to improve connectivity of devices across offices and depots.

Replacement of **CCTV equipment** in the Dalby office improving capture timeframes and addressing blind spots.

**Multi-factor Authentication implemented** to improve security when connecting devices to our network.

Installation of **new firewalls** has improved the ability to fully utilise our bandwidth **improving system performance** across the organisation.

Integration Framework completed enabling **integration automation** between major systems creating efficiencies.

**Blackspot** funding application submitted.

New **Volunteer Management** Solution implemented

New **Art Gallery** Solution implemented.

Ezisuite solution implemented enabling **streamlined recruitment processes** across the organisation.

## in progress

Resourcing **estimates and planning** of 20/21 projects in progress.

New **Customer Contact Solution** project initiated. This will be cloud based and include many new features.

New **Disaster Management** software project initiated. Enabling online access to incident information and progress.

Phase 2 of **Security Program** initiated and development of request for quotation documentation underway for End Point Protection.

**79** MALICIOUS SOFTWARE (MALWARE) ATTEMPTS VIA EMAIL WERE INTERCEPTED BY OUR TEAM



**1,605**

HELPDESK TICKETS RECEIVED

**1,802**

HELPDESK TICKETS RESOLVED



**Face to face  
Security Awareness  
Training delivered  
across the region  
to staff and  
Councillors**

## coming soon

Mandatory **online security training** to be rolled out across the whole organisation.

**Authority 7.1 upgrade** is scheduled for early August.

## achievements

Reviewed **Business Continuity Management Framework** including Business Impact Analysis.

Renewed Council's **insurance portfolio** for 2020/21.

**Induction** of new Council.

Preparation of **2020/21 Operational Plan**.

Developed our **new Intranet** site on Sharepoint.

## in progress

Organisational implementation of **Human Rights Act 2019** responsibilities.

Review Policy Framework.

Preparation of 2019/20 Annual Report.

New contact centre software and unified communications platform.

Development of Customer Service Strategy and Customer Experience Program.

Testing of **Authority 7.1** modules and Actus Application.

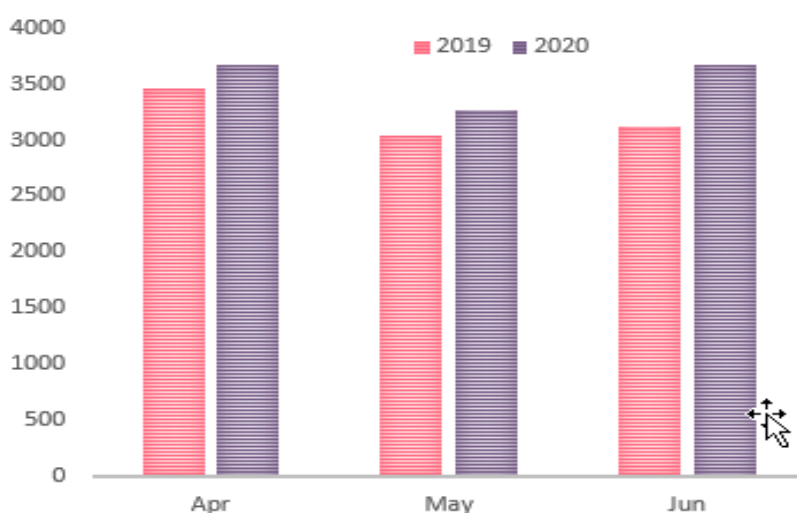
## coming soon

**Business Continuity Plan** simulation testing with Queensland Emergency Services scheduled for Q3-Q4 of 2020.

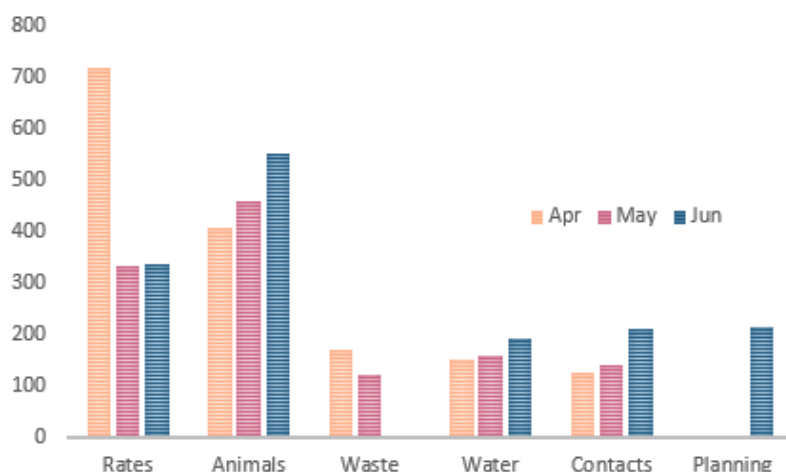
## Customer Contact Centre



## total calls



## top 5 calls received



<b>Title</b>	<b>Infrastructure Services Report Telstra Defects on Council Footpath Network</b>
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<b>Date</b>	6 August 2020
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<b>Responsible Manager</b>	S. Fitzgerald, WORKS MANAGER MAINTENANCE
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## Summary

The purpose of this Report is to inform Council of the current condition of Council's footpath network, reflective of recent maintenance works performed to repair defects, and to make Council aware of the residual risk due to defects from Telstra infrastructure assets.

## Link to Corporate Plan

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That the Report be received, and that Council:-

1. Continues communication with Telstra to repair the defects caused by their infrastructure on the Western Downs Regional Council footpath network.
2. Escalate the matter to the Telecommunications Ombudsman if Telstra are uncooperative or unreasonable in their assessment of the risks to the public as a result of its infrastructure located on Council footpath network.

## Background Information

Council commenced formal inspections of the Western Downs Regional Council footpath network in late 2017 as part of the Transport Asset Maintenance Management Plan (TAMMP) implementation. These inspections aim to identify, record, and prioritise defects in accordance with the TAMMP to facilitate repairs.

Upon implementation of the TAMMP, all defects on the footpath networks were identified and recorded, resulting in a significant quantity of defects to be repaired due to the initial spike. Since implementation Council has repaired 791 defects on the Council footpath network, including 569 serious defects considered to have potential to risk pedestrian safety.

At present, all higher priority defects comply with Council's TAMMP response times, providing a safer and well-maintained footpath network for Western Downs residents and visitors. This does not include defects to other authorities' infrastructure that WDRC cannot lawfully repair.

As part of Council's inspections of the footpath network, defects associated with other authorities' infrastructure assets that impact WDRC's footpath network were also included. Specifically, numerous defects were identified

and recorded due to defective Telstra infrastructure, such as pits and pit surrounds. These defects include trip hazards, unevenness, collapses and obstructions.

At present, the defects associated with Telstra infrastructure are outstanding on the footpath networks as, by law, only authorised persons may work on Telstra Assets and any interference or tampering may result in legal action. As such WDRC is not able to repair these defects, without authorisation by Telstra, in accordance with the TAMMP.

Non-compliance with the TAMMP for these defects presents a risk to Council as a function of the TAMMP is to define Council's general procedures for transport asset maintenance. These procedures comply with the relevant industry standards and so aim to afford protection under the *Civil Liability Act 2003 (Qld)* s. 35 (d)

*"the authority may rely on evidence of its compliance with its general procedures and any applicable standards for the exercise of its functions as evidence of the proper exercise of its functions in the matter to which the proceeding relates."*

This protection is not afforded where these defects no longer comply with the TAMMP.

As per the TAMMP review all outstanding defects present on the Transport network are to be reported to Council's Executive Management Team on a quarterly basis. These defects were reported to the Executive in July 2020, at this meeting the Executive directed that Council be made aware of the risk to WDRC posed by Telstra not repairing the defects caused by their infrastructure, as well as seeking Council's approval to escalate the request for Telstra to repair the defects.

Since the Executive meeting, Telstra have responded to Council's multiple previous maintenance requests. The defects have not yet been repaired and discussions of responsibility to repair these defects is ongoing.

## **Report**

Council officers contacted Telstra in July 2019, March 2020, and July 2020 requesting repair of the defects which, in Council's opinion, have been caused by defective or improperly constructed Telstra infrastructure. A total of 107 defects were reported to Telstra for resolution.

Due to a lack of initial response, Council's practice to manage the risk posed by these defects has been to isolate the area or perform low cost temporary repairs to mitigate the risk to pedestrians caused by the defects. These works have been performed at Council's cost.

Telstra finally responded to Council's requests in late July 2020 with their assessment of 77 of the 107 defects reported, indicating that Telstra considered 19 of the reported defects to be Council's responsibility to repair and that Telstra would work to package the remaining 58 defects for delivery by their contractors. 30 of the defects reported hadn't been investigated by Telstra at the time of their reply.

Council is investigating the defects Telstra has indicated are Council's responsibility to repair and will respond to Telstra accordingly. The estimated value to repair these defects is \$20,800 excluding GST should this be funded by Council.

Council officers will request that Telstra:-

- Provides a program which outlines Telstra's planned timelines for the delivery of repairs to their infrastructure on WDRC's footpath network
- investigates and responds to the request to repair the 30 defects not included in their initial response take control of the sites with temporary repairs and footpath closures pending their repairs at these sites

Should Telstra's response not satisfy Council that appropriate measures are being taken to manage the risks to pedestrians posed by Telstra's defective infrastructure, it is proposed escalate this matter to the Telecommunications Ombudsman.

#### Consultation (Internal/External)

Council officers consulted with Works Management and General Counsel during development and review of the Transport Asset Maintenance Management Plan.

Council officers have consulted with Telstra's Regional Program Lead - Operate and Maintain regarding Telstra's repair of these defects.

#### Legal/Policy Implications (Justification if applicable)

NIL

#### Budget/Financial Implications

Council's Works Department is currently allocated an operational budget for maintenance of the transport assets within the scope of the TAMMP, including footpaths. This budget is adequate to fund repairs to the footpath network as indicated by current defect register values.

#### **Conclusion**

Council has progressed well in the management of defects on its footpath network in order to provide a safe and serviceable network to the community.

However, the defects on Council's footpath network caused by Telstra infrastructure presents a risk to Council as these sites are not able to be repaired in accordance with the TAMMP requirements, and so not able to comply with the general procedures it defines.

Council's risk mitigation for these sites pending action by Telstra is adequate in reducing the severity of the defects or isolating the defects from pedestrians, but permanent repair of these sites should be performed as soon as possible to remove the risk entirely.

Telstra's initial response appears to be cooperative despite not agreeing to repair all sites identified by Council inspectors. This communication between Council and Telstra will continue with the intention to resolve the issues.

However, if Telstra are uncooperative or unreasonable, Council intends to escalate the matter to the Telecommunications Ombudsman.

#### **Attachments**

1. List of Telstra related defects on the WDRC footpath network

**Authored by:** S. Fitzgerald, WORKS MANAGER MAINTENANCE



Defect	Town	Street	Priority	Defect Description	Response from Telstra
DN01094	Chinchilla	Heeney St	3	Trip Hazard (10 to 20mm)	No response yet
DN01210	Tara	Fry St	3	Trip Hazard (10 to 20mm)	No response yet
DN01213	Tara	Milne St	3	Trip Hazard (10 to 20mm)	No response yet
DN01162	Chinchilla	Chinchilla St	3	Trip Hazard (10 to 20mm)	No response yet
DN01274	Dalby	Condamine St	3	Trip Hazard (10 to 20mm)	No response yet
DN01229	Jandowae	High St	3	Trip Hazard (10 to 20mm)	No response yet
DN01235	Jandowae	Dalby St	3	Trip Hazard (10 to 20mm)	No response yet
DN01206	Meandarra	Sara St	3	Trip Hazard (10 to 20mm)	No response yet
DN01155	Chinchilla	Heeney St	3	Trip Hazard (10 to 20mm)	No response yet
DN01287	Dalby	Alice St	3	Trip Hazard (10 to 20mm)	No response yet
DN01227	Jandowae	High St	3	Trip Hazard (10 to 20mm)	No response yet
DN01190	Miles	Murilla St	3	Trip Hazard (10 to 20mm)	No response yet
DN01207	Meandarra	Sara St	3	Trip Hazard (10 to 20mm)	No response yet
DN00525	Chinchilla	Tara Rd	3	Trip Hazard (10 to 20mm)	No response yet
DN01297	Dalby	Kookaburra St	3	Trip Hazard (10 to 20mm)	No response yet
DN01275	Dalby	Condamine St	3	Trip Hazard (10 to 20mm)	No response yet
DN01238	Dalby	Hospital Rd	3	Trip Hazard (10 to 20mm)	No response yet
DN01218	Tara	Day St	3	Trip Hazard (10 to 20mm)	No response yet
DN01093	Chinchilla	Bell St	3	Trip Hazard (10 to 20mm)	No response yet
DN01085	Dalby	Condamine St	3	Trip Hazard (10 to 20mm)	No response yet
DN01088	Dalby	Condamine St	3	Trip Hazard (10 to 20mm)	No response yet
DN01246	Dalby	Nicholson St	3	Trip Hazard (10 to 20mm)	No response yet
DN01233	Jandowae	George St	3	Trip Hazard (10 to 20mm)	No response yet
DN01212	Tara	Fry St	3	Trip Hazard (10 to 20mm)	No response yet
DN01286	Dalby	Swallow St	3	Trip Hazard (10 to 20mm)	No response yet
DN01337	Dalby	Arthur St	2	Trip Hazard (20 to 30mm)	No response yet
DN01261	Dalby	Bunya St	2	Trip Hazard (20 to 30mm)	No response yet
DN01382	Dalby	Drayton St	2	Trip Hazard (20 to 30mm)	No response yet
DN01387	Dalby	Bunya St	2	Trip Hazard (20 to 30mm)	No response yet
DN01242	Dalby	Horace St	2	Trip Hazard (20 to 30mm)	No response yet
DN01248	Dalby	Cooper St	3	Trip Hazard (10 to 20mm)	Send to Telstra at next report
DN00064	Dalby	Bunya St	3	Trip Hazard (10 to 20mm)	Send to Telstra at next report
DN01254	Dalby	Archibald St	3	Trip Hazard (10 to 20mm)	Send to Telstra at next report
DN01161	Chinchilla	Chinchilla St	1	Trip Hazard ( >30mm)	Telstra declined stating this was the responsibility of WDRC
DN00860	Dalby	Drayton St	1	Trip Hazard ( >30mm)	Telstra declined stating this was the responsibility of WDRC
DN00778	Rural Roads	Branch Creek Rd	1	Trip Hazard ( >30mm)	Telstra declined stating this was the responsibility of WDRC
DN00823	Dalby	Patrick St	1	Trip Hazard ( >30mm)	Telstra declined stating this was the responsibility of WDRC
DN00856	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00671	Dalby	Cooper St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00875	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00849	Dalby	Orpen St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC

DN00729	Dalby	Nicholson St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00852	Dalby	Orpen St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00732	Dalby	Nicholson St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN01341	Dalby	Arthur St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00743	Dalby	Nicholson St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00076	Dalby	Bunya St	3	Trip Hazard (10 to 20mm)	Telstra declined stating this was the responsibility of WDRC
DN00966	Jandowae	Dalby St	2	Trip Hazard (20 to 30mm)	Telstra declined stating this was the responsibility of WDRC
DN01279	Dalby	Condamine St	2	Trip Hazard (20 to 30mm)	Telstra declined stating this was the responsibility of WDRC
DN01255	Rural Roads	Branch Creek Rd	2	Trip Hazard (20 to 30mm)	Telstra declined stating this was the responsibility of WDRC
DN00779	Rural Roads	Branch Creek Rd	2	Trip Hazard (20 to 30mm)	Telstra declined stating this was the responsibility of WDRC
DN00672	Dalby	Cooper St	2	Trip Hazard (20 to 30mm)	Telstra declined stating this was the responsibility of WDRC
DN00626	Dalby	Bunya St	1	Extremely uneven footpath	Telstra have agreed to program repairs
DN00683	Dalby	Wyley St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00790	Dalby	Bunya St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00819	Dalby	Patrick St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01329	Dalby	Arthur St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00682	Dalby	Hospital Rd	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01350	Dalby	Warrego Hwy	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00014	Dalby	Bunya St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01245	Dalby	Nicholson St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00818	Dalby	Patrick St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00854	Dalby	Orpen St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00676	Dalby	Nicholson St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00679	Dalby	Aerodrome Rd	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01273	Dalby	Condamine St	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01351	Dalby	Warrego Hwy	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN01237	Dalby	Hospital Rd	1	Trip Hazard ( >30mm)	Telstra have agreed to program repairs
DN00961	Kaimkillenbun	Messenger St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN01304	Dalby	Cunningham St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00745	Dalby	Nicholson St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00692	Dalby	Cunningham St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00822	Dalby	Patrick St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00868	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00869	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00867	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00858	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs

DN00862	Dalby	Owen St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN01334	Dalby	Arthur St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00853	Dalby	Orpen St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00861	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00963	Bell	Dennis St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00776	Dalby	Arthur St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00859	Dalby	Drayton St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN01314	Dalby	Cunningham St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00850	Dalby	Orpen St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00890	Chinchilla	Mayne St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00846	Dalby	Bunya St	3	Trip Hazard (10 to 20mm)	Telstra have agreed to program repairs
DN00795	Dalby	Coolibah St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00824	Dalby	Patrick St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00081	Dalby	Pratten St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01002	Dalby	Drayton St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01302	Dalby	Drayton St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01030	Dalby	Hospital Rd	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01340	Dalby	Arthur St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00829	Dalby	Patrick St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00680	Dalby	Aerodrome Rd	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01338	Dalby	Arthur St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00601	Meandarra	Payne St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00826	Dalby	Patrick St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00080	Dalby	Bunya St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01331	Dalby	Arthur St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00065	Dalby	Bunya St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00066	Dalby	Bunya St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01315	Dalby	Cunningham St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01131	Chinchilla	Heeney St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01258	Dalby	Pratten St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN00280	Dalby	Kookaburra St	2	Trip Hazard (20 to 30mm)	Telstra have agreed to program repairs
DN01062	Dalby	Roche St	3	Uneven footpath	Telstra have agreed to program repairs
DN00688	Dalby	Cunningham St	2	Very uneven footpath	Telstra have agreed to program repairs

<b>Title</b>	<b>Infrastructure Services Quarterly Report April-June 2020</b>
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<b>Date</b>	24 July 2020
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<b>Responsible Manager</b>	G. Cook, GENERAL MANAGER (INFRASTRUCTURE SERVICES)
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## Summary

The purpose of this Report is to provide Council with a quarterly update in relation to the Infrastructure Services' Works, Utilities and Technical Services departments performance.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

NIL

## Officer's Recommendation

That this Report be received and noted.

## Background Information

The Infrastructure Services Department provides a general status and performance update on a quarterly basis, providing Council with information on significant activities completed, in progress and planned.

## **Report**

This Report lists the significant activities for the fourth quarter from April to June 2020 for the Infrastructure Services' Works, Utilities and Technical Services teams.

### Consultation (Internal/External)

NIL

### Legal/Policy Implications (Justification if applicable)

NIL

### Budget/Financial Implications

NIL

## **Conclusion**

This Report is prepared for Council to receive and note.

## **Attachments**

1. Infrastructure Services Quarterly Report Q4

**Authored by:** B Harper, INFRASTRUCTURE SERVICES ADMINISTRATION OFFICER



# Infrastructure Services

**Quarterly Report**  
*April – June 2020*

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# Works Quarterly Report (April to June 2020)



## Completed Projects

- 6.5km reconstruction upgrade of Kents Road.
- Upgrade of three Jandowae town streets from gravel to bitumen (Queen, Warra and Albert Streets).
- Upgrade of Greenswamp Road and Chinchilla Tara Road intersection completed to enable road train permit access.
- 2019/20 RMPC Element 15 Base Contract completed for the Department of Transport and Main Roads (DTMR) state-controlled assets.
- Emergency asphalt repair package delivered on the Warrego Highway, between Macalister and Warra, on behalf of DTMR.



## In Progress

- Gaske Lane, Chinchilla, overland drainage rock chute scour protection completed - utilising 500 tonne of rock to line the chutes.
- Construction of new Chinchilla Depot Washdown Bay.
- Upgrade of Kesslers Road and Chinchilla Tara Road intersection, on behalf of Origin.
- 3.4km road upgrade of Drillham South Road, Drillham, from gravel to bitumen seal.
- 3.4km road reconstruction of Haystack Road to meet current standards.
- Gravel resheet of Jandowae East (approximately 7kms).
- 23km of gravel resheeting completed by local contractors around Flinton/Inglestone area.
- 4 out of 15 footpath packages completed by local contractors under the COVID-19 Recovery Package.
- Roads inspected and defects logged from February 2020 Flood Event, with Queensland Restoration Authority (QRA) and Restoration of Public Assets (REPA) submissions lodged for review.
- Footpath Maintenance Program completed providing a safe and well maintained footpath network.



## Achievements

- 95.5% of 2019/20 Capital Works Program completed at end of financial year.
- 1.55km of new footpaths constructed.
- 73km of gravel road resheeting completed.
- All priority 1 and 2 defects repaired on local roads.
- Transport Asset Maintenance Management Plan (TAMMP) reviewed and 12 month trial extension.
- Reconstruction of 3 timber pedestrian bridges at Charleys Creek.
- Rehabilitation of the timber bridge at Bundi Road, Wandooan.



## What's Next

- Planning underway for 2020/21 Capital Works Program.
- Drury Street (0.232 - 0.695) reconstruction, including kerb and channel upgrade.
- Nandi Road (6.65 - 8.83km) reconstruction.
- Gravel Resheeting works to commence across the region.
- Delivery of flood damage stimulus packages, pending QRA approval of submissions.

90,000t



of Road Base

1.55km

of New Concrete  
Footpaths Constructed

73km



of Gravel Resheeting

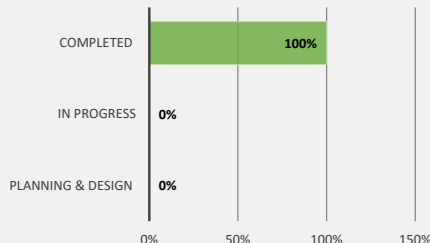
500t



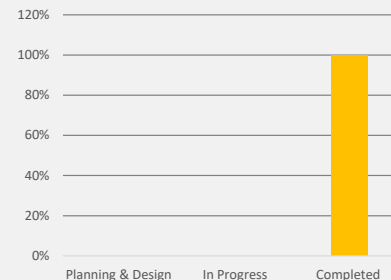
of Rock



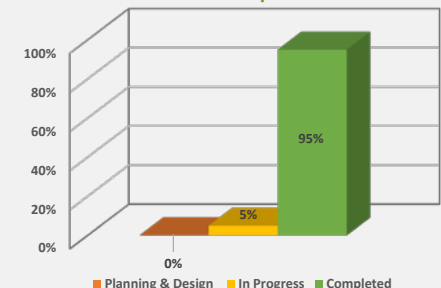
## Commercial Works & RMPC



## Works Operations



## Works Capital

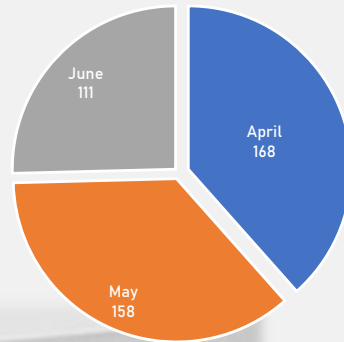


# Utilities Quarterly Report (April to June 2020)

**Scheme Average Daily Consumption/Connection (L/Connection/Day)**



**CRM's Received**



## In Progress:

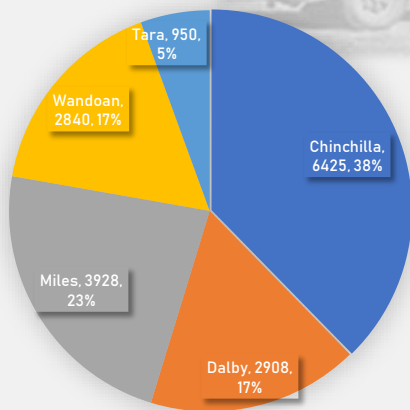
- Sewer Relining in Dalby, lateral junctions due to be completed by 30 July 2020.
- Regional Reservoir Clean and Inspection Program.
- Water Main Capital Replacement Program 2020/21.
- Utilities RTU and SCADA Upgrade Stage 2 (Chinchilla & Tara) (Miles & Wandoan).
- Expressions of Interest for the recycled waste water at the Jandowae Waste Water Treatment Plant (WWTP).
- Chinchilla high service pump upgrade. Pumps have been received, electrical design underway.
- Regional Water Meter Replacement Program to maintain accurate meter fleet.
- Preparing tender documents for 2020/21 Sewer Relining Program.



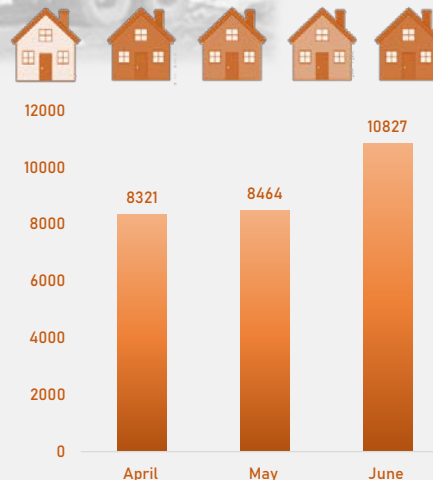
## Completed Projects:

- Colamba Street Water Main, Chinchilla: Bell Street to Middle Street + Intersection - 223m 150mm PVC & 25m 315mm HDPE.
- Inverai Road Water Main, Chinchilla: Wambo Street to Short Street - 220m 100mm PVC.
- Railway Street Water Main, Chinchilla: Bell Street to Heeney Street - 311m 100mm PVC.
- Helena Street Water Main, Chinchilla: Middle Street to Bell Street - 205m 100mm PVC.
- Royd Street Water Main, Wandoan: Henderson Road to East Street - 610m 150mm PVC.
- Utilities RTU and SCADA Upgrade Stage 2 (Bell & Jandowae).
- Hand rails around the Miles Clarifier.
- Box gutters replaced on the small reservoir in Wandoan.
- Dalby evaporation ponds bunding refurbishment.
- Completed repairs on Boyd Street pump, Chinchilla. Back to full operation.
- Chinchilla water valve replacement.
- Meandarra GAB Bore inspection complete.
- Expressions of Interest closed for Effluent Reuse in Jandowae.

**Standpipe Consumption (kL)**



**Dalby Natural Gas Consumption Volume (Gj)**



## Achievements:

- Repair of trunk main at base of Chinchilla water tower at night displaying great judgement, safety and teamwork while avoiding any disruptions for customers.
- Filter media replaced in the Condamine Water Treatment Plant (WTP).
- Repair and inspection of the Tara clarifier, including the replacement of filter media.
- Regional water towers have been cleaned and inspected by divers.
- Divers installed overhauled river pump at Loudoun Weir.
- Removal of obstruction at Meandarra Town Bore.

# Technical Services Quarterly Report (April to June 2020)



In Progress

## Design

- 70% of the 2020/21 Design Program completed.
- Detailed design of the Miles CBD Streetscape project.
- Detailed design of the Bunya Mountains Mountain Bike Trails (MBT) project.
- Detailed civil works design of the Tara Lagoon project.

## GIS/Asset Management

- Asset Management Plan rewrites continuing following 3rd party review.
- Project capitalisation ongoing.

## Corridor Management

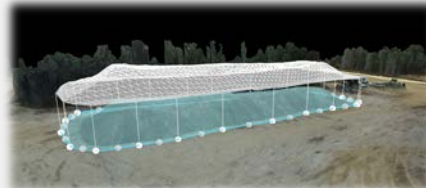
- Wambo Windfarm - Transport Impact Assessment (TIA) review.
- Arrow CSG - TIA review.
- Dulacca Windfarm - Road Infrastructure Agreement.
- Permits processing ongoing.
- Working with resource companies in ensuring traffic impact on road network is well managed.

## Quarry/Pits

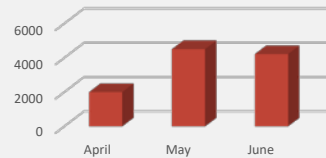
- Production progressing for 2020/21 Program of Works.
- Mines directorate requirement to ensure plant is guarded is 2/3 complete.
- Managing contractor assisting production due to 1 crusher offline for repair.
- Training new staff at Quarry.
- Safety compliance.



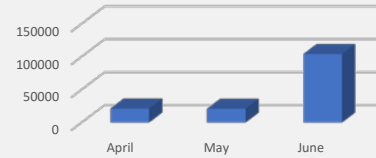
Drone Image and Stocktake Survey - Keys Pit



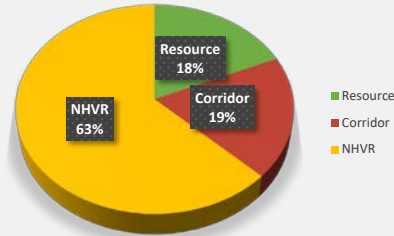
Jimbour Quarry Production



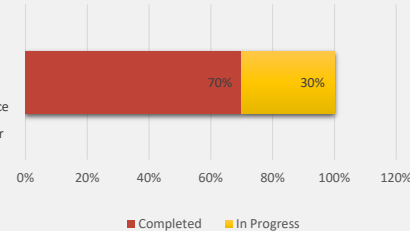
Mobile Quarry Material Issued



Permits



2020-21 Design Program



Achievements

## Design

- 2019/20 Design Program completed, including additional \$3.7M of projects:
  - Sherwood Road
  - Wambo Street/Inveral Road
  - Drillham South Road
  - Nandi Road
- Plans associated with the 4 packages of footpaths completed for the COVID-19 Recovery Package.

## Corridor Management

- Invoices to the value of \$3,476,949.75 issued to resource companies for work completed in accordance with respective Road Infrastructure Agreements with WDRC.

## GIS/Asset Management

- Comprehensive valuation for gas and stormwater completed.
- Drone procured and utilised in gravel pit stocktake.
- AIMS - Facilities proof of concept completed.

## Quarry/Mobile Pits

- Production completed for 2019/20.
- Installation of self banded fuel tank completed.
- 6 monthly stocktake completed (with in-house drone).



What's Next

- Complete rewrite of Asset Management Plans.
- Procure 3-yearly road condition assessment.
- Progress completion of 2020/21 Design Program.
- Complete designs for Miles CBD Streetscape project and submit to DTMR for approval.
- Complete detailed designs for Bunya Mountains MBT project and submit to DTMR for approval.
- Commence design work on resource projects in addition to Council Design Program.
- Issue gravel production package of works for Drought Communities Programme (DCP) funded projects.
- Progress gravel production at Quarry and Pits in advance of construction and maintenance programs.
- Review road network to establish works required to increase number of NHVR pre-approved roads.



1090  
Permits issued

90,632t  
Gravel produced by  
internal crushing crew





<b>Title</b>	<b>Community and Liveability Report Bunya Mountains Dark Sky Park Petition</b>
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<b>Date</b>	4 August 2020
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<b>Responsible Manager</b>	T. Summerville, PLANNING AND ENVIRONMENT MANAGER
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## Summary

This report addresses matters raised in a petition presented to Council at the July 2020 Ordinary Meeting regarding the establishment of a Dark Sky Park at the Bunya Mountains.

## Link to Corporate Plan

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this report be received, and that:

1. Council not support the creation of a Dark Sky Park at the Bunya Mountains.

## Background Information

Council was approached in early 2017 by representatives who were seeking to establish a Dark Sky Park at the Bunya Mountains.

Council considered feedback from the Bunya Mountains Community Association, and despatched correspondence to the Bunya Mountains Dark Sky Park Committee on 24 September 2019, advising that:

*"Council has received advice following two community meetings, that there is not broad community support by the Bunya Mountains community for a Dark Sky Park. Accordingly, Council does not support your application or intend to continue funding towards a light management plan."*

Mr Thompson addressed further correspondence to Council in relation to it not supporting the proposal. Advice was again forwarded to Mr Thompson on 1 May 2020, advising that Council's position remains unchanged, and that Council did not intend on undertaking a community survey into the matter.

At the Ordinary meeting of Council held on 22 July 2020, Council was presented with a petition relating to the creation of a Dark Sky Park at the Bunya Mountains. Council resolved:

*That the Petition from Bruce Thompson be received and that a report be brought back to Council.*

## Report

### Analysis of the Petition

The petition received at the 22 July 2020 Ordinary Meeting contained 306 submissions in support of the Bunya Mountains Dark Sky park proposal.

This petition has been reviewed by Council's Economic Development Manager, who advises that the majority of responses are from persons who do not appear to reside at the Bunya Mountains. The following table indicates the residential addresses provided by the respondents:

Location	Count	% of total
Western Downs	20	7%
South Burnett	11	4%
QLD - other	188	61%
NSW	46	15%
VIC	35	11%
TAS	1	0%
WA	2	1%
SA	1	0%
NT	1	0%
unknown	1	0%
	<b>306</b>	<b>100%</b>

### Ratepayers in the Western Downs area of the Bunya Mts

A total of 74 rateable properties are located within the Western Downs area at the Bunya Mountains, owned by 52 parties, approximately half of whom have a postal address within the local area. Of those rateable properties, a visual inspection has indicated that approximately 1/3 of these lots contain a dwelling (containing a mix of permanently occupied dwellings, guest houses or short term rental accommodation).

### Community Consultation and Feedback to date

Two community meetings were held by the Bunya Mountains Community Association regarding the Dark Sky Park proposal. At the meeting on 22 November 2018, which was attended by 51 people, the vote was not to support the proposal. A follow up meeting occurred on 28 January 2019 which again voted not to support this proposal.

It is noted that much of the feedback expressed by the Bunya Mountains Community Association (in an email of 7 March 2019) is that the additional administrative, regulatory or compliance burdens that come with recognition as a Dark Sky Park was not acceptable to that community group.

Council advised the proponents of the Dark Sky Park that it did not intend to undertake any consultation on the matter.

### International Dark Sky Community

The international Dark Sky Community Designation Guidelines definition: 'An International Dark Sky Community (IDSC) is town, city, municipality or other similar political entity that has shown exceptional

*dedication to the preservation of the night sky through the implementation and enforcement of quality lighting policies, dark-sky education, and citizen support of the ideal of dark skies'.*

The Goals for IDSC Creation are:

- To identify communities with exceptional commitment to and success in pursuing dark sky preservation and restoration, and their promotion of quality outdoor lighting;
- To promote improved outdoor nighttime quality of life for residents and visitors;
- To support protection of human health, nocturnal habitats, public enjoyment of the night sky and its heritage, and/or areas ideal for professional and amateur astronomy;
- To provide local, national, and international recognition for such communities;
- To promote the ideals of the International Dark-Sky Association (IDA) by encouraging communities to identify dark skies as a valuable community asset and aspiration.

#### Guidelines and Process for Establishing a Dark Sky Park

The establishment of a Dark Sky Park requires the development and implementation of a 'quality and comprehensive' Lighting Management Plan, and the submission of an application in accordance with the guideline document to the international accreditation body. A copy of the International Dark Sky Community Designation Guidelines is contained in Attachment A to this report. This guideline contains both administrative and certification requirements, as well as criteria for lighting installations to minimise light spillage.

The Light Management Plan would appear to provide a strategic and operational plan for the development of and works required to become Dark Sky accredited. It has been estimated by the proponents of the petition in an email on 7 November 2019 that the Australasian Dark Sky Alliance can prepare a Light Management Plan for \$20,000, but they also note that the Warrumbungle Dark Sky Park's Light Management Plan cost \$100,000.

It has been stated that further work may be required to comply with the lighting levels at the Bunya Mountains. As there is no street lighting installed at present, this work would need to be undertaken by private property owners. On review of the lighting requirements, it is clear that the lighting requirements are highly specific and, in some cases, will require specific lighting experts to install and certify compliance.

Many of the existing dwellings have a mix of external lighting types, ranging from tube fluorescents, coach lights and other simple lighting fixtures. These will need to be fitted with shield type devices or in some respects, replaced with compliant fittings.

#### Statutory Basis

In the event that Council was to endorse a Dark Sky plan for the Bunya Mountains, it would unlikely be achieved on a voluntary compliance basis given the feedback Council has received from the Bunya Mountains Committee. The guidelines also note that an 'Ordinance' (ie law or regulation) may be required to be introduced.

Therefore, to give this effect, it would require the introduction of a statutory instrument, either a Local Law or a Planning Scheme amendment. The Planning Scheme amendment would not be an ideal process, given that it only applies to new development and has no effect on existing lawful uses. Furthermore, the amendment of a Planning Scheme can be a long and costly process. Alternatively, a local law could be drafted for this purpose, and if adopted, would apply to existing properties. This local law for example, could require a property owner to amend their lighting and provide a certification that lighting complies with Dark Sky requirements.

Furthermore, it would be necessary to also have the exact same statutory instrument applied in the South Burnett Regional Council area, given this is where the majority of the existing development exists. In the event that a Local Law was not applied in the South Burnett area, it may be difficult for the Lighting Management Plan to comply with Dark Sky requirements.



### Consultation (Internal/External)

No additional consultation has occurred following the receipt of the petition. Previous feedback from external parties has been detailed in this report.

### Legal/Policy Implications (Justification if applicable)

Council's Governance Coordinator has advised the following in relation to the making of a Local Law:

Council could propose to make a local law, which in the absence of a State model local law, would require Council to develop an individual local law tailored to meet the specific need. The local law would need to be drafted in accordance with the relevant statutory drafting guidelines and pursuant to the fundamental legislative principles including but not limited to:

- consistency with the principles of natural justice
- implementing retrospective laws
- Aboriginal tradition and Island custom
- inappropriate imposition of responsibility
- human rights implications
- undue restrictions imposed on ordinary activities.

The process for making an 'Other' local law is detailed in Council's Local Law-Making Process - Council Policy and, in summary, includes

- the drafting of the local law;
- a resolution from Council proposing to make the local law;
- negotiating directly with each relevant state government entity checking state interests in relation to the proposed local law;
- consulting with the public about the proposed local law for at least 21 days;
- review the proposed local law for anti-competitive provisions;
- accept and consider every submission;
- make local laws by resolution of Council; and
- notify the public and the Minister for Local Government of the new local law.

The entire 'other' local law making process, would take a minimum of 9 months, depending on the complexity in drafting the law, the time taken by the state government agencies to respond to the state interest checks and the extent of the public consultation.

A combination of inhouse and external legal would be required to draft and make the local law, with an estimated \$7,500 in external legal costs. This figure does not include the cost to Council for the inhouse planning, environmental, legal and governance support and cost of the required community consultation and public notices etc.

### Budget/Financial Implications

No budget allocation has been provided for the development of the Light Management Plan or for the development of a local law.

### **Conclusion**

Council has previously been approached by community members regarding the establishment of the Bunya Mountains Dark Sky Park. Whilst many locals and visitors already remark about the Bunya Mountains being incredibly dark of an evening, Council has received feedback previously from the Bunya Mountains Community Association that they do not support the Dark Sky proposal for various reasons. Council noted this objection and previously advised that it did not support the proposal.

A petition was presented at the Ordinary Meeting of Council on 22 July 2020, with 306 signatures. The majority of signatories were from persons not residing at the Bunya Mountains, and it remains that the Bunya Mountains Community Association and local community continues to not support the proposal.

It is therefore recommended that Council reiterates that it does not favour the proposal.

**Attachments**

1. International Dark Sky Community Designation Guidelines

**Authored by:** T. Summerville, Planning and Environment Manager

# INTERNATIONAL DARK-SKY ASSOCIATION

3223 N First Ave - Tucson Arizona 85719 USA - +1 520-293-3198 - [www.darksky.org](http://www.darksky.org)

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*TO PRESERVE AND PROTECT THE NIGHTTIME ENVIRONMENT AND OUR HERITAGE OF DARK SKIES THROUGH  
ENVIRONMENTALLY RESPONSIBLE OUTDOOR LIGHTING*

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INTERNATIONAL DARK SKY COMMUNITIES

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## International Dark Sky Community Program Guidelines

June 2018

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## DEFINITION OF AN INTERNATIONAL DARK SKY COMMUNITY

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An International Dark Sky Community (IDSC) is town, city, municipality or other similar political entity that has shown exceptional dedication to the preservation of the night sky through the implementation and enforcement of quality lighting policies, dark-sky education, and citizen support of the ideal of dark skies.

## GOALS FOR IDSC CREATION

---

- To identify communities with exceptional commitment to and success in pursuing dark sky preservation and restoration, and their promotion of quality outdoor lighting
- To promote improved outdoor nighttime quality of life for residents and visitors
- To support protection of human health, nocturnal habitats, public enjoyment of the night sky and its heritage, and/or areas ideal for professional and amateur astronomy
- To provide local, national, and international recognition for such communities
- To promote the ideals of the International Dark-Sky Association (IDA) by encouraging communities to identify dark skies as a valuable community asset and aspiration

## DESIGNATION BENEFITS

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Achieving this designation brings recognition of the efforts made by the Community government, residents, and public and private organizations to protect the night sky and the nocturnal environment dependent on it. The IDSC designation enhances awareness of dark-sky matters on the part of Community residents and visitors.

Designation as an IDSC entitles the Community to display the International Dark Sky Community logo in official publications, promotions, signs at entrances or within the Community, and retain the use of this logo by other groups within the Community when identifying the area itself<sup>1</sup>. IDA will promote and highlight ongoing Community ef-

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<sup>1</sup> For instance, a Community can identify itself as “*Flagstaff, the world’s first IDA Dark Sky Community*” or other words to the same effect, or an organization within the Community can state “*located in Flagstaff, an IDA Dark Sky Community*”.

forts to protect night skies, and will maintain pages identifying and describing all IDSCs on its website.

## ELIGIBILITY

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The Community must have some type of legal organization that is officially recognized by outside groups. This can be in the form of a town, city, municipality, or other legally organized community (such as urban neighborhoods and subdivisions), but need not be an incorporated entity. Unincorporated or otherwise informally organized communities are eligible for IDSC status if their governing jurisdictions enact public policy consistent with the requirements of “Minimum Requirements For All Communities” (below) that are legally binding in at least the territory of the Community.

## MINIMUM REQUIREMENTS FOR ALL COMMUNITIES

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- 1) A quality comprehensive lighting policy like the IDA/IES Model Lighting Ordinance<sup>2</sup> (MLO) that includes all of the following minimum standards for permanent lighting installations<sup>3,4</sup>:
  - A) Full shielding<sup>5</sup> of all lighting fixtures over 1000 initial lamp lumens<sup>6</sup>
  - B) A limit on the emission of short-wavelength light through one of the following restrictions:
    - i) The correlated color temperature (CCT) of lamps must not exceed 3000 Kelvins; **OR**

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<sup>2</sup> <http://www.darksky.org/our-work/public-policy/mlo/>

<sup>3</sup> More information on developing a lighting policy may be found on the IDA website.

<sup>4</sup> Lighting required by law under the authority of any legal jurisdiction higher than that of the Community may be formally exempted from the requirements of this section.

<sup>5</sup> “Fully shielded” is defined as a light source screened and its light directed in such a way that none is emitted above the horizontal plane passing through its lowest light-emitting part.

<sup>6</sup> “Initial lamp lumens” is defined as the number of lumens of light emitted by a lamp when new and not counting any depreciation of output due to the age of the lamp. This information can be found in manufacturer data sheets.



- ii) Allowed lighting must not emit more than 25% of its total spectral power at wavelengths < 550 nanometers; **OR**
- iii) The scotopic-to-photopic (S/P) ratio of allowed lighting must not exceed 1.3
- C) A restriction on the total amount of unshielded lighting, such as a limit on lumens per net acre or a total site lumen allowance in unshielded fixtures (or equivalent wattages)
- D) A policy to address over-lighting, such as lumens per net acre caps (irrespective of shielding state) or maximum illuminance specifications
- E) Regulations of new installations of publicly-owned outdoor lighting:
  - i) A provision that clearly indicates where, when, and under what circumstances new publicly owned outdoor lighting, including street lighting, is warranted and will be permitted; **AND**
  - ii) A provision that requires that adaptive controls<sup>7</sup> and/or curfews<sup>8</sup> be employed in all future installations of public outdoor lighting
- F) Restrictions on the installation and operation of illuminated signs<sup>9</sup>:
  - i) Luminance levels for operation between sunset and sunrise shall not exceed 100 nits (100 candelas per square meter) as measured under conditions of a full white display; **AND**
  - ii) Sign illumination shall be extinguished completely one (1) hour after sunset, and remain off until one (1) hour before sunrise; **AND**

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<sup>7</sup> “Adaptive controls” is defined as devices such as timers, motion-sensors, and light-sensitive switches used to actively regulate the emission of light from light fixtures.

<sup>8</sup> “Curfew” is defined as a period of time at night during which lighting must be significantly dimmed in output or extinguished in accordance with an expected decrease in human presence.

<sup>9</sup> “Illuminated sign” is defined as any informational or advertising sign that is illuminated by either internal or external means. Descriptive terms are adjusted here accordingly according to the type of illumination.

- iii) The luminous/illuminated surface area of an individual sign shall not exceed 200 square feet (18.6 square meters)
  - G) Outdoor recreational and/or athletic field lighting may be exempted from the strict shielding and short-wavelength emission requirements above provided that all of the following conditions are met:
    - i) Illuminating Engineering Society (IES) lighting guidelines (RP-6) are followed according to the appropriate class of play
    - ii) Field lighting is provided exclusively for illumination of the surface of play and viewing stands, and not for any other applications
    - iii) Illuminance levels must be adjustable based on the task (e.g., active play vs. field maintenance)
    - iv) Off-site impacts of the lighting will be limited to the greatest practical extent possible
    - v) A strict curfew requirement (e.g., lights must be extinguished by 10pm/2200h or one hour after the end of play, whichever is later) is observed
    - vi) Timers must be installed to prevent lights being left on accidentally overnight by automatically extinguishing them
  - H) Affects an amortization period, applicable to **ALL** publicly **AND** privately owned lighting, to end not more than ten (10) years from the effective date of the outdoor lighting policy, after which all non-conforming lighting extant at the time of enactment must be brought into compliance with the policy.
- 2) Community commitment to dark skies and quality lighting as shown by:
- A) City owned lighting conforming with, or committed to conforming with, the lighting policy (if the latter, a detailed plan with a timeline for completion in no more than five (5) years), **AND**

- B) Municipal support of dark skies and quality lighting as demonstrated by city publications, flyers, public service announcements, funding of lighting up-grades, etc.
- 3) Broad support for dark skies from a wide range of community organizations such as chambers of commerce, local electrical utilities, IDA chapters, lighting retailers, homeowners associations, and others.
- 4) Community commitment to dark skies and education as shown by at least one of the following:
  - A) Planning and execution of at least two (2) community dark sky awareness events<sup>10</sup> per year. This may be organized through a local astronomy club, municipality, school, etc.
  - B) Inclusion of dark sky awareness documents (IDA brochures or Community-created brochures) with other Community informational documents for residents and visitors.
  - C) Inclusion of dark sky education in Community schools and curriculum.
- 5) Success in light pollution control as demonstrated by at least one of the following:
  - A) Examples of a number of construction projects appropriate to the Community population and amount of new construction and renovation activity, built under the lighting policy and demonstrating its effective application
  - B) Alternative evidence of success in light pollution control, to be discussed with the International Dark Sky Places Program Manager for compliance.
- 6) A sky brightness measurement program must be established and maintained either by the Community or by a public or private entity (e.g., university, research center, IDA chapter, astronomy club, etc.) to follow the evolution of light pollution in the IDSC. Applicants are encouraged, but not required, to submit their measurements

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<sup>10</sup> Note that astronomy education events such as star parties do NOT qualify as “community dark sky awareness events” unless the presentation explicitly includes a message relating to dark skies and outdoor lighting.

to the citizen science projects such as My Sky At Night ([myskyatnight.com](http://myskyatnight.com)) and Globe At Night ([globeatnight.org](http://globeatnight.org)).

- 7) Once established, the Community must erect and maintain appropriate signage indicating the International Dark Sky Community designation along a roadway entrance, along a footpath entrance if no roadway exists, a public gathering place such as a square or common, or at a municipal government center such as a city or town hall. If approved by IDA, language as an alternative to “International Dark Sky Community” may appear on the signage and in Community communications regarding the IDSC status. Once the sign is erected, a photograph documenting it must be taken and sent to IDA along with a description of its location.

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## PROVISIONAL STATUS

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In some cases, a Community interested in the program may lack all of the resources required to achieve a designation outright. If resource unavailability otherwise hinders the progress of a Community’s application, that Community may apply for and be granted Provisional status at the discretion of the IDA Board of Directors. Provisional status recognizes the Community’s ongoing work to become an International Dark Sky Community and is intended as a leverage point to successfully enable actions such as lighting upgrades/retrofits.

Provisional status expires after three (3) years. At any time before the end of this period, a Community may reapply for full status. Material submitted for the removal of Provisional status may be an addendum to the initial application as long as the material includes a current assessment of the goals, outreach efforts, and lighting policy listed in the original application and clearly demonstrates that any program requirements left unmet at receipt of the Provisional status have been satisfied.

To be considered for Provisional status, send a nomination package to IDA that includes all of the following information:

- 1) Documented intent to create and support an IDA Dark Sky Community
- 2) An enacted and legally effective outdoor lighting policy, and summary of outreach efforts to date
- 3) A description of the circumstances that currently prevent the Community from meeting the minimum Dark Sky Community requirements
- 4) An action plan describing steps the aspiring Community will take to meet all program requirements in the specified Provisional status period

## **IDSC APPLICATION PROCESS**

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### **NOMINATION**

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The nomination may be initiated by an IDA qualified nominator<sup>11</sup> who has personally reviewed a Community's outdoor lighting and commitment to night sky preservation. Nominators are encouraged to correspond with IDA staff and the Community throughout this process. In addition, the application must include evidence, such as in the form of a letter of support, from the Community government (mayor, council, etc.) consenting to the nomination for IDSC status.

### **STEPS FOR APPLICANT**

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1. Make initial contact with IDA by phone or email to discuss the process and receive recommendations, followed by continued communications to update IDA staff on progress and receive continued assistance.
2. Designate a formal point of contact (POC) person, such as a project manager, and provide their telephone number, address and email address to IDA staff. Before and after designation, any changes to this POC, or their information, must be communicated to IDA immediately in order to ensure accurate communication at all times.
3. Obtain a letter of nomination from a qualified IDA member nominator, as well as a supporting letter from elected representatives of the Community, such as the mayor and/or council of a municipality. Solicit additional letters of support from Community organizations, clubs, groups, universities, etc.
4. Upon completion, send the application to IDA staff for review of the document at least one month before the chosen submission deadline date. IDA staff will confirm that the application is complete and ready for submission or return it with suggestions for improvements.
5. Submit the final application packet electronically in PDF and/or Microsoft Word (.doc) format to IDA staff for formal review. Submit in plenty of time for IDA staff

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<sup>11</sup> An "IDA qualified nominator" is defined here as an individual or organization holding an IDA membership in good standing at the time that the IDSC application is submitted. The Community itself may join IDA as an organizational member and self-nominate.

to review and prepare your application to make the bi-monthly deadline that you prefer, as found on the IDA website. Requests to rush applications will **NOT** be honored; planning ahead is essential if the Community wishes to meet a specific deadline.

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## TO BE INCLUDED IN IDSC APPLICATION PACKAGE

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1. Map of the Community clearly indicating its legal boundaries, and basic factual information about the Community
2. Letter of nomination support by IDA qualified nominator and elected representatives of the Community such as the mayor and/or council
3. The Community's lighting policy, meeting the minimum requirements as stated in the "Minimum Requirements For All Communities" section
4. Documentation of examples of Community commitment and construction/renovation projects demonstrating effective application of the lighting policy
5. Proposed alternative wording for a IDSC (e.g. Dark Sky Village, Starry Sky City, etc.), if desired, with a justification for the request

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## IDA REVIEW PROCESS

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Six (6) application submission deadlines occur in each calendar year, commencing in January and continuing every other month. Before the Community's final application is submitted, it is highly recommended that the Community be in regular communication with the International Dark Sky Places Program Manager to perfect the application by the next application deadline.

The International Dark Sky Places Manager will forward applications to the IDA Dark Sky Places Committee (DSPC) for review. DSPC review lags the submission dates by one two-month cycle. The total elapsed time between deadline and final IDSC designation approval is approximately ten (10) weeks.

Endorsement of applications by the DSPC is by a 2/3 supermajority vote; otherwise, the DSPC will return applications with reasons for denial of an endorsement and specific recommendations for improvement. If endorsed, the applicants will be notified and the International Dark Sky Places Program Manager will present the application to the IDA Board of Directors (BOD) for final review and approval. A ten (10)-calendar-day



waiting period then commences during which the Board of Directors has the right to deny IDSC status should it determine that any problems with the application exist.

If the BOD registers no objection within the ten-calendar-day waiting period, the IDSC designation is considered immediately awarded by IDA. The Community has the right to choose when the designation is made public, but it must organize the announcement to be made at the same time as the IDA public notice unless otherwise agreed by both parties. Along with the announcement notice, IDA will publish the Community's application on its website; by submitting the application, the Community acknowledges in advance that the application will be made publicly available. If an application is denied final approval by the IDA BOD, a letter will be sent to the applicant outlining elements of the application that need improvement along with specific recommendations for ways to remedy any problems the BOD identifies. Applications may be resubmitted for future consideration after remediation is complete. Resubmitted applications will be considered without prejudice.

IDA realizes that certain circumstances surrounding an IDSC application may cause some potential authors of letters of support (or opposition) to feel uneasy about publicly declaring their opinions about the IDA designation. In the interest of providing the DSPC with as full a picture of Community sentiment about applications as possible, certain letters may be suppressed from online publication if it is felt that making the letters publicly available will subject their authors to retaliation or harassment. A prospective IDSC seeking this protection for letter-writers must make a formal written request. The International Dark Sky Places Program Manager must approve suppression of publication of any part of an application. Note that suppression of online publication does not prevent either the DSPC or the IDA BOD from reading all submitted letters.

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## POST-DESIGNATION REVIEW AND MAINTENANCE

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**The IDSC designation is not awarded in perpetuity.** Rather, it is subject to regular review by IDA and possible revocation if the minimum program requirements are not maintained. More details may be found in the "Reassessment of IDSC designation" section below.

To ensure that Communities remain exemplary in their protection and restoration of natural nighttime darkness, IDA will periodically reevaluate each site in the International Dark Sky Places Program. This is done to confirm that the Community continues to meet the minimum requirements and is making adequate progress toward LMP compliance goals outlined in this document.

Each designated IDSC must submit to IDA a written report of its activities related to the maintenance of its designation on or before 1 October of each calendar year. The report is a short (typically less than ten-page) synopsis of the Community's activities and initiatives during the intervening year<sup>12</sup>. The report should include dates and brief descriptions of any interpretive events, lighting retrofit projects, outreach efforts, etc. Samples of printed materials and press articles should also be included, if available.

Annual reports should not be burdensome to produce, as they are intended as a compilation of information accumulated throughout the year. Annual reports and supporting documentation must be submitted electronically to the International Dark Sky Places Program Manager in either PDF or Microsoft Word format. If the annual report is not received by IDA in a timely fashion, IDA may suspend the site's IDSC status until the annual reporting requirement has been met (see the following section). On or about 1 August and 1 September of each year, the International Dark Sky Places Program Manager will remind local contacts at each IDSC of the pending 1 October annual report submission deadline.

A designated IDSC is exempt from the annual reporting requirement in the calendar year in which the IDA designation was awarded. If the designation is received after 1 October of a given calendar year, the IDSC's first annual report to IDA will be due on 1 October of the following calendar year.

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## REASSESSMENT OF IDSC DESIGNATIONS

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From time to time, IDA receives comments from visitors to Communities that raise concerns about the veracity and timeliness of information provided to IDA by site administrators. IDA may, at its discretion, investigate claims in which it is alleged that IDSCs are not adhering to commitments made to IDA and to the public in their applications to the Program. This section details the IDA procedure for carrying out such investigations, and the rights of IDSCs in such matters.

An allegation of impropriety concerning any of the elements of participation in the Program outlined in this document is subject to IDA investigation and potential remedial action including temporary suspension and/or permanent revocation of the IDSC designation. IDA staff shall perform due diligence in gathering facts concerning such allegations it deems credible, and will prepare a report of its findings for consideration by the DSPC. The DSPC commits to weighing the evidence fairly and impartially, and to

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<sup>12</sup> Examples of acceptable annual reports are available on the individual IDSC pages on the IDA website.

seek to resolve disputes whenever possible through dialog. A Community subject to an investigation shall be notified in a timely manner and solicited for evidence contrary to the specifics of the allegation at hand. The Community will be given an opportunity to correct any deficiencies with regard to the Program guidelines established by the IDA investigation within a reasonable time period to be prescribed by the DSPC.

Failure to achieve consensus through these means risks a DSPC recommendation for suspension or revocation of the IDSC designation. If made, such a recommendation will be forwarded to the IDA Board of Directors for formal ratification before coming into force. The Board's decision on any disciplinary matters involving an IDSC shall be considered definitive and binding.

Any IDSC so investigated has the right to review the allegations against it and all factual information collected by IDA pertinent to the allegations.

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## REINSTATEMENT FOLLOWING SUSPENSION

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If the DSPC recommends a suspension of a Community's IDSC designation and the Board ratifies the suspension, the Community administration shall be immediately notified. The status of a suspended IDSC shall be changed to "Provisional" in all IDA communications until the designation is reinstated or revoked; however, the process of obtaining reinstatement of a designation is not the same as that outlined in the "Provisional Status" section of these guidelines.

To obtain reinstatement of a suspended designation, the IDSC must provide evidence to the DSPC's satisfaction that the specific issues identified by the DSPC as grounds for the suspension have been corrected and that all Program guidelines are once again met. The DSPC will consider the evidence presented by the IDSC and render a judgment to either:

- Accept the reinstatement petition, **OR**
- Reject the petition and recommend revocation, **OR**
- Return the petition with further instructions and a defined deadline for a IDSC response.

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## REVOCATION

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A suspension left unresolved after one (1) year from the date of the Board's assent to the suspension automatically becomes a permanent revocation. Revocation entails removal of the IDSC from IDA's roll of approved International Dark Sky Places, and from mention on the IDA website and in member and external communications. IDA reserves the right to take legal action against any former IDSC whose designation is duly revoked but continues to use the IDA name/logo in advertising, communications,

and/or signage.

<b>Title</b>	<b>Community and Liveability Report Kogan Waste and Recycling Centre Operating Hours</b>
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<b>Date</b>	4 August 2020
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<b>Responsible Manager</b>	T. Summerville, PLANNING AND ENVIRONMENT MANAGER
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## Summary

This report seeks Council's consideration of the introduction of opening hours for the Kogan Waste and Recycling Centre.

## Link to Corporate Plan

Strategic Priority: Financial Sustainability

- Our agile and responsive business model enables us to align our capacity with service delivery.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this report be received, and that:

1. Council introduce operating hours for the Kogan Waste and Recycling Centre of 8.00 am to 4.00 pm, 7 days per week.

## Background Information

The Kogan Waste and Recycling Centre was constructed in 2016 and replaced the Kogan Landfill which had reached capacity within the approved footprint. Council received \$190,240 funding from the Queensland Government under the LGGSP program for the construction of the facility.

The facility is a basic transfer station, with an elevated platform above a 60 m3 waste bin. The facility is not supervised but has a basic camera system in place. Some hardstand areas are provided for bulk recyclable drop off, including waste oil and steel. The facility is not intended for the disposal of commercial or industrial wastes, due to facility configuration and that these waste types are subject to the charging of fees (including the Queensland Government waste levy).

The 60 m3 bin is serviced approximately once per fortnight and transported to the Winfield's Road Landfill for disposal.

The facility is currently open 24 hours per day, 7 days per week.

Historically, supervision was provided at some of Council's smaller waste and recycling centres (including Condamine and Kaimkillenbun), however, these facilities are now open without supervision, and a contractor opens and closes gates as well as completing daily housekeeping activities.

At the time of the facility development, supervision was not intended for the Kogan facility. Instead, the deployment of an automated gate system was considered at the time of construction, similar to a system in use at South Burnett Regional Council. This system was not constructed due to the capital costs.

## **Report**

The Kogan Waste and Recycling Centre has become a problematic site for Council. Poor patron behaviour is now quite regular, and includes patrons and their children entering the 60 m<sup>3</sup> bins from the disposal platform to scavenge (these bins are 2.74 m high), scattering of waste across the platform (either not placing within the bin or where material is removed from the bin), disposal of commercial waste at the site (rather than at a site with supervision to charge fees), the theft of recyclables from stockpile and the theft or damage of on-site infrastructure. Many of these instances occur at night, and most of these present an obvious safety risk.

Over time, efforts have been made to encourage better compliance, with the addition of written signage and graphical signage. This has resulted in limited success with the signage being ignored by some patrons, and poor behaviour continuing.

The basic CCTV system on site does provide some assistance where compliance action is undertaken, but this system has very limited capability at night. The brightness of vehicle headlights often prevents the capture of useable images. One of the CCTV cameras was stolen over the weekend of 1 August 2020 and is now the subject of a police investigation.

As noted earlier in this report, the facility is open 24 hours per day, 7 days per week. Most of the poor behaviour of patrons occurs at night, although there is also inappropriate activity during daylight hours. In other locations, Council has restricted operating hours at some waste facilities, and this has been generally quite effective in minimising inappropriate behaviour. Whilst some sites have operating hours that aligned to the operating hours when the sites were supervised, they have also been introduced at other sites to address poor patron behaviour.

For example, restricted operating hours were introduced at Bell landfill following a series of arson incidents that caused large fires within the landfill cell, which placed Council at risk of compliance action by the Queensland Department of Environment and Science. Those arson incidents have reduced considerably as a result of these restricted hours.

The intent of the reduced operating hours is to make the site busier when it is open, in some respects to allow for increased surveillance by other members of the community. In this regard, it appears that patrons are less likely to undertake inappropriate behaviour when there are other members of the community present at the site. Restricting the opening hours to daylight hours will also mean that any inappropriate behaviour is more likely to be able to be better captured on camera for follow up enforcement action.

Regarding the option of restricting opening hours, Council Officers have approached a local contractor for locking and unlocking of the Kogan waste facility, the cost estimate for this was \$20 per day. Whilst a 4 day per week opening time would align to other smaller Council waste facilities, for this facility, it has been recommended that opening times of 8 hours per day, 7 days per week be considered.

### Consultation (Internal/External)

No consultation has occurred with the community regarding these proposed changes. It is considered that locking the facility during the night time hours is unlikely to inconvenience legitimate patrons.

### Legal/Policy Implications (Justification if applicable)

Nil

### Budget/Financial Implications

Quotations were sought from a local provider for a 4 day per week locking/unlocking and was in the order of \$80 per week, and for 7 day per week for \$140 (or \$7,280 pa). Whilst not specifically included in the budget, it



is likely that where supervised, equivalent cost savings may be achieved in terms of reduced housekeeping and reduced theft.

### **Conclusion**

The Kogan Waste and Recycling Centre is a basic transfer station that is currently seeing a high level of poor behaviour by some patrons.

At present, the site is open to the public 24 hours per day, 7 days per week, with much of the inappropriate and high risk behaviour occurring at the site at night. It is proposed that in response to this poor patron behaviour, that the facility will be locked of an evening.

Limiting the opening hours to daylight hours is not expected to inconvenience legitimate patrons but will allow for better community surveillance, better management of Council's risk and will allow for better monitoring of patrons by CCTV systems in place.

### **Attachments**

1. Nil

**Authored by:** T. Summerville, Planning and Environment Manager

<b>Title</b>	<b>Community and Liveability "Groovin from the Garage - The Originals" Competition</b>
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<b>Date</b>	17 July 2020
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<b>Responsible Manager</b>	C. Barnard, COMMUNITIES MANAGER
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## Summary

This report is to update Council on the digitally adapted "Groovin from the Garage - The Originals" online music competition which provided an opportunity for performance and engagement in a COVID safe environment.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this report be received and noted.

## Background Information

The live entertainment / events industry grinded to a halt due to the restrictions following the COVID-19 lockdown. Professional musicians from right across the world took to social media to engage with and lift the spirits of communities with their online performances.


Transitioning the community activation "Groovin Into Town" initiative into an online competition for original music, aptly renamed "Groovin from the Garage - The Originals", lifted the spirits of our local communities, engaged with individuals and families in safe online entertainment, whilst offering an outlet for creativity and expression. This also increased community engagement with Council's online presence, and financially supported local musicians and local businesses through the prizes on offer.

## Report

"Groovin Into Town" is a music / performance initiative that has been delivered by Council for the past 3 years. This initiative brings together a series of live "pop-up" performances featuring local musicians across the region.

The innovative idea to digitally adapt the previously "pop-up" public live music performances across the Western Downs, into a COVID-19 safe online opportunity, delivered beyond expectations. The competition was hosted on Council's 'Western Downs Invites You' Facebook page, and was launching on 8 May 2020; it quickly gained an impressive result, as per the below reach and engagement social media statistics:

<b>'Competition Open' Social Media Stats</b>
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8.5.2020		Reach 8.4K Engagement (Post Clicks) 285 Engagement (Reactions, Comments & shares) 176
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Our local musicians jumped at the opportunity to showcase their original music and talent during this difficult time for live events, with an overwhelming community response to their videos.

The competition received 23 original unpublished entries, submitted by 13 different entrants located across the region, including Chinchilla, Dalby, Drillham, Dulacca, Jandowae, Miles and Tara.

Our community voted and the top 3 winners were determined through online voting polls, where young Ben Slater from Drillham took out 1<sup>st</sup> prize, followed by Olivia Gilmour from Miles and not far behind in 3<sup>rd</sup> place was Kadi Lillis from Dalby.

Below are some analytics from the online voting poll from the top 5 finalists: -

Finalist	Video Posted in "Series" Shared to WDIY & Voting event		Total Votes Received
(Drillham)   <i>So Long, July</i>	Views Reactions Comments shares	1.2k 47 6 21	604
(Miles)   <i>Trapped</i>	Views Reactions Comments shares	3.2k 64 4 42	528
(Dalby)   <i>One Day Closer to Rain</i>	Views Reactions Comments shares	2k 47 11 23	237
(Dalby)   <i>Gypsy Rd</i>	Views	709	130

	Reactions	11	
	Comments	3	
	shares	5	
(Jandowae)   <i>Void of Emotion</i>	Views	713	107
	Reactions	16	
	Comments	1	
	shares	15	

To celebrate our winners, they each received a gift voucher to a local Western Downs business of their choice, further promoting the importance of supporting and buying local. 1<sup>st</sup> prize received \$500, 2<sup>nd</sup> prize \$300, and 3<sup>rd</sup> prize \$100.

### Participant Feedback

*"This is a great opportunity, I must thank you"*

*"Thank you so much for supporting the arts & music during this difficult time, it is appreciated! Thank you for also ensuring the prizes support local businesses"*

*"I would like to say thank you very much to WDRC and the organisers of this event, Groovin From Your Garage. To have this platform to put forward our songs is such a terrific opportunity. I feel very humbled to have been selected as a finalist, as I am in no doubt our region has lots of talent"*

*"I am delighted to be a part of the competition. ... Many thanks to the WDRC for this opportunity"*

### Consultation (Internal/External)

NIL

### Legal/Policy Implications (Justification if applicable)

NIL

### Budget/Financial Implications

NIL

### Conclusion

Community Activation plays a vital role in creating active vibrant communities and great liveability. This initiative has demonstrated a solid alignment to Council's corporate plan and has achieved strong engagement from residents right across the region.

### Attachments

1. Photo of 1<sup>st</sup> Prize Competition Winner - Ben Slater (Drillham)

**Authored by:** K. Beil, COMMUNITY ACTIVATION & EVENTS COORDINATOR





**Title** **Community and Liveability Report Nomination Special Holidays 2021**

**Date** 15 July 2020

**Responsible Manager** C. Barnard, COMMUNITIES MANAGER

## Summary

The purpose of this Report is to seek Council's endorsement of the proposed nominated Show Holidays in 2021 in line with the *Holidays Act 1983*.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

## Material Personal Interest/Conflict of Interest

Nil

## Officer's Recommendation

That this Report be received and that:

In accordance with the *Holidays Act 1983*, Council submit the following dates to be appointed as 2021 gazetted Show Holidays:-

Chinchilla	21 May 2021
Dalby	23 April 2021
Miles	18 May 2021
Tara	9 August 2021
Wandoan	9 April 2021

## Background Information

In accordance with the *Holidays Act 1983* (the Act), the Chief Executive Officer of the local government for the district concerned, may request a special holiday within a district whether it be a day, or the forenoon or afternoon of a day. Holidays of this nature are usually appointed in conjunction with an annual agricultural, horticultural or industrial show or other event which would be of significance to a particular district. In previous years the five (5) major Shows within the Western Downs Regional Council area (Chinchilla, Dalby, Miles, Tara and Wandoan) have each had a Public Holiday declared on the day nominated by the relevant Show Society.

## Report

Correspondence has been received from the Executive Director, Industrial Relations Policy and Regulation, Office of Industrial Relations, Queensland Treasury, advising that requests for the appointment of special



holidays for 2021, in accordance with the Holidays Act 1983, must be submitted no later than Friday, 21 August 2020.

Due to the significance of the annual agricultural shows within the Western Downs Regional Council area, the five (5) major Show Societies were requested to submit a proposed date for consideration.

Public holiday nominated by each Show Society:

Chinchilla	21 May 2021
Dalby	23 April 2021
Miles	18 May 2021
Tara	9 August 2021
Wandoan	9 April 2021

The appointment of the holidays will be published in the Queensland Government Gazette.

#### Consultation (Internal/External)

Chinchilla Agricultural & Pastoral Show Society  
Dalby & District Show Society  
Miles & District Show Society  
Tara Pastoral Agricultural & Horticultural Show Society  
Wandoan Show Society  
Office of Industrial Relations and Queensland Treasury

#### Legal/Policy Implications (Justification if applicable)

Under section 4 of the *Holidays Act 1983*, a holiday shall not be appointed in respect of a district unless the Minister has received, by a specified date, a notice signed by the Chief Executive Officer of the local government for the area in which the district is situated requesting that the holiday be appointed.

A special holiday for an annual agricultural, horticultural or industrial show (show day) will also be a public holiday. On a public holiday industrial relations laws require that employees are given a paid day off or payment of penalty rates if work is performed on the day.

#### Budget/Financial Implications

NIL

#### **Conclusion**

It is recommended that Council submit a request for the appointment of special holidays for 2021 as detailed in the Report.

#### **Attachments**

1. Correspondence received from the Executive Director, Industrial Relations, Office of Industrial Relations, Queensland Department of Education dated 6 July 2020.

**Authored by:** Kerri Wood, Community Grants Officer

**From:**Jacqui McGuire  
**Sent:**Mon, 6 Jul 2020 11:37:14 +1000  
**To:**Jacqui McGuire  
**Cc:**Brenda Dalmeida  
**Subject:**2021 Special Holidays - Attention CEO  
**Attachments:**Request letter 2021.docx  
**Importance:**High

Dear Chief Executive Officer,

The *Holiday's Act 1983* provides for the granting and observance of special holidays which includes show days. Each year local governments are requested to nominate special and show holidays for the following year.

Nominations are made via an online form which is 'signed or endorsed' by the Chief Executive Officer. The attached letter of request includes a link to the online form. Should you have any enquiries regarding the nomination process please contact me on the number below. Should you have trouble accessing the online form, I am happy to receive the nomination via email.

Should you wish to make a nomination for special holiday/s for 2020, please complete the online nomination form at your earliest convenience. If for some reason, you are unable to make a nomination at this time, please advise via return email or contact me on telephone (07) 3406 9854 to discuss further.

I would also appreciate your advice should Council choose not to make a nomination.

Once we have received all nominations, they will be prepared for Ministerial approval, gazettal and publishing on the website. A confirmation letter will be emailed to Councils advising of the Ministerial approval of their nominations.

Please contact me if you have any questions.

Kind regards,



**Jacqui McGuire**  
Senior Industrial Officer  
Industrial Relations Regulation and Compliance  
Office of Industrial Relations  
P: 07 3406 9854 E: [jacqui.mcguire@oir.qld.gov.au](mailto:jacqui.mcguire@oir.qld.gov.au)

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6 July 2020

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2021 for districts in your local government area, please complete and submit our online form by no later than Friday, 21 August 2020. The on-line form can be accessed [here](#).

Special holidays appointed in respect of an annual agricultural, horticultural or industrial show are both public holidays and bank holidays. Special holidays appointed for another type of event which has significance to a particular district are bank holidays only.


I appreciate that the impact of COVID-19 into 2021 is an unknown factor when planning for special day holidays, including around your annual agricultural, horticultural or industrial show. In deciding dates to be requested for special holidays in districts of your local government area, I suggest that you consider consulting with the convenors of shows and other events to confirm their concurrence on the requested date. This will assist the process to appoint special holidays across the State and reduce the likelihood for subsequent changes to the holiday calendar.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette.

Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Jacqui McGuire, Office of Industrial Relations on 3406 9854 or email [jacqui.mcguire@oir.qld.gov.au](mailto:jacqui.mcguire@oir.qld.gov.au).

Yours sincerely



**A J (Tony) James**

Executive Director – Industrial Relations  
Office of Industrial Relations

**Title** **Community and Liveability Quarterly Report April to June 2020**

**Date** 10 August 2020

**Responsible Manager** C. Ole, A/GENERAL MANAGER (COMMUNITY & LIVEABILITY)

## Summary

The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division for the fourth quarter of the 2019 / 2020 Financial Year.

## Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

## Material Personal Interest/Conflict of Interest

NIL

## Officer's Recommendation

That this Report be received and noted.

**Background Information**

Nil.

**Report**

This Report outlines Community and Liveability Division activities and outcomes during the fourth quarter of the 2019 / 2020 Financial Year.

Consultation (Internal/External)

NIL

Legal/Policy Implications (Justification if applicable)

NIL

Budget/Financial Implications

NIL

**Conclusion**

It is recommended that Council receive and note this report.

**Attachments**

1. Community and Liveability Division Quarterly Report - April to June 2020

**Authored by:** Alicia Mackay, Executive Officer (Community & Liveability)



# QUARTERLY REPORT COMMUNITY & LIVEABILITY

APRIL  
JUNE 2020

## ECONOMIC DEVELOPMENT

### ECONOMIC DEVELOPMENT

#### COVID-19 BUSINESS SUPPORT

On 27 April 2020, Council adopted various COVID-19 Recovery Packages to support our regional economy including, a Business Recovery Planning Initiative, E-Commerce Initiative and Buy Local Platform. These initiatives aim to support our local businesses with risk mitigation, business planning and recovery and are vital to minimize the long-term effects of the pandemic on the regional economy.

#### BUSINESS RECOVERY PLANNING INITIATIVE

**\$27,500** PROVIDED SUPPORT FOR  
**50** LOCAL BUSINESSES  
throughout the region

Applications for the Business Recovery Planning opened on 1 May 2020 and were intended to close on 30 June 2021, unless funds were expended prior to that date. Council received a large number of applications and the program was oversubscribed, closing as a result on 4 June 2020.

Due to the significant interest and take up of this program, Council approved to extend this program to support an additional 50 businesses across the region. Applications for round 2 of the Business Recovery Planning Initiative opened up again on 1 July 2020.

#### E-COMMERCE INITIATIVE

**30** Local Businesses  
**ENROLLED**

The E-Commerce initiative is aimed at providing small business with high quality advice on a range of digital solutions to help them meet their business needs and grow their digital capabilities.

The initiative has received a good take-up, with 30 businesses enrolled in the program. In addition to this, 3 Chambers of Commerce participated in the webinars so they will be able to further share the information with other businesses.

The initiative includes two components: online webinars and virtual one-on-one consultation sessions (up to 5 hours). All webinars have been successfully delivered and have been added to Council's [website](#).

Following the webinars, businesses are able to enrol for the 5 hour (total) one-on-one consultation with a digital expert on the topic of their choice and a digital engagement plan will be created following the first session to keep the business accountable.

#### BUY LOCAL PLATFORM

The regional Chambers of Commerce were invited to submit a proposal to create a Buy Local Platform on which local businesses can promote their services, goods and equipment.

The proposals were evaluated in accordance with the assessment criteria objectives; to inform customers of local purchase opportunities, provide any new methods of purchase; promote local businesses and to showcase that the Western Downs is and remains open for business.

Council accepted the proposal from Chinchilla Community, Commerce & Industry (CCCI), which includes two platforms:

1. Facebook, scheduled to launch by September 2020; and
2. Website, scheduled launch by November 2020, in time for Christmas.

#### RETAIL WEBINARS

**31** PEOPLE  
ATTENDED **3** WEBINARS  
throughout the region

Due to COVID-19 restrictions the Retail workshops were unable to be delivered. However, the need to increase sales and enhance the digital presence of businesses became even more topical. As a result, Council delivered three Retail webinars. These webinars have been recorded and are housed on Council's [website](#) to ensure these are a permanent resource to support local businesses.

#### LIVE LOCAL INITIATIVE

Council has produced collateral to attract residents to the Western Downs Region, specifically the LIVE Western Downs Magazine and the six regional welcome guides (Chinchilla, Dalby, Jandowae, Miles, Tara and Wandoan). This collateral was used to engage with 21 educational providers in the region, during the April to June quarter. As a result of the COVID-19 restrictions most of these engagements took place virtually. This Live Local initiative will continue into the next financial year and will progress with other industries, such as health, manufacturing, energy etc.



#### Western Downs Development Status Report

In June 2020, Toowoomba Surat Basin Enterprise (TSBE), in conjunction with Council finalised an updated version of the Western Downs Development Status Report. This report lists current investment in the Western Downs region across various stages and industries. TSBE will launch this updated report at the Enterprise Event being held on 23 July 2020.

Page 495 of 501

### TOURISM

#### STAKEHOLDER ENGAGEMENT

With the VIC's being closed to the public, Council utilised the opportunity to increase engagement with our Stakeholders, Tourism Operators and Volunteers. Support, information sharing, and grant assistance was provided on a regular basis.

One of the key highlights during this period includes the proposal for Southern Queensland Country Tourism (SQCT) to waiver Australian Tourism Data Warehouse (ATDW) accommodation listings for our Tourism Operators for two years.

Australian Tourism Data Warehouse (ATDW) is Australia's national platform for digital tourism information on Australia and is jointly owned and managed by all Australian state / territory government tourism bodies.

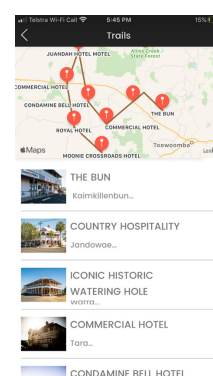
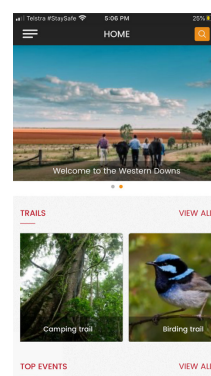
ATDW offers a centralised national database which feeds tourism business information into a network of up to 60 websites including [queensland.com](#), [australia.com](#) and [southernqueenslandcountry.com.au](#) as well as inclusion in 5 Tourism Events Queensland (TEQ) apps for Apple and Android devices including "This is Queensland". This means greater exposure for tourism operators in the Western Downs to the right audience.

With three days to action this opportunity Council uploaded and listed 39 accommodation providers on their behalf from across the region who accepted the opportunity.

#### TOURISM PRODUCTS

The A4 "Birds of the Western Downs" brochure was released and has been incredibly popular with most visitors and volunteers are excited to have this information to share. Stage two will be a fun guide / book for kids. Look out for the large banners at Dalby, Chinchilla and Miles VIC's.

The Western Downs Queensland app now has 7 trails for visitors to follow and interactive maps for their journey. The trails are, Perfect Picnics, Birding, Camping, Off the Beaten Track Pub, Military, History & Heritage and Arts & Culture.



## TOURISM

### VISITOR INFORMATION CENTRE (VIC)

During this quarter the 3 accredited Visitor Information Centres were closed for 48 days in compliance with the COVID-19 restrictions. During this period Council was busy behind the scenes working on projects and most importantly increased engagement with operators working in partnership with Southern Queensland Country Tourism (SQCT) to share important information and opportunities.

As the state re-opened in June many tourists arrived from Brisbane, Gold Coast and the Sunshine Coast either heading to the Bunya Mountains or further west with Carnarvon Gorge and Longreach being the ultimate destination. We also attracted day visitors to the region wishing to escape their homes and give back to rural communities. It was also very encouraging to hear many of these visitors stating:

**“We are here to spend money in your towns and give back.”**

The targeted marketing actioned by Council, through Social Media and our Registered Tourism Authority (SQCT) have assisted greatly in the drive west of visitors specifically the awareness campaign that Western Downs is only 2.5 hours from Brisbane.

#### Chinchilla

##### Visual Enhancements

Chinchilla VIC entrance received a facelift, with its new signage.



##### Local Produce, Artists & Merchandise

Local Chinchilla artist, Rosanne Steele has delivered her colourful collection of art-designed watermelon mugs which complement her existing organic tea towel collection and an upcoming homewares range to include coasters and placemats.

#### Dalby

##### Local Produce, Artists & Merchandise

The Dalby VIC has introduced a Bunya Nut range along with adding a new range of Dalby t-shirt merchandise, both proving very popular in these early days.

#### Miles

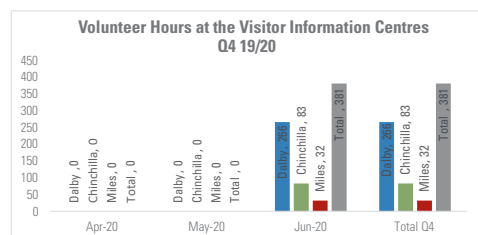
##### Visual Enhancements

Several large trees and gardens have been cleaned up making the VIC much more visible to the visitors. Scrim which has been placed around the perimeter of the Village precinct has gained much sought-after attention.

##### Local Produce, Artists & Merchandise

The Miles VIC has welcomed local indigenous art pieces for sale by Greg & Dee Locke (DG Murri Wood Art) and new local jams, oils and chutneys by local Marcia Thompson.

**381 VOLUNTEERED HOURS** AT THE VISITOR INFORMATION CENTRES

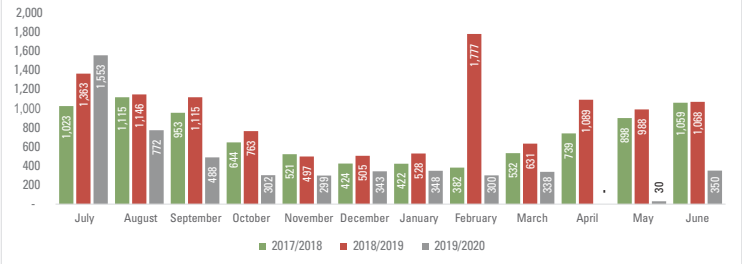


Volunteer hours were low this quarter due to the VIC's closing in compliance with the COVID-19 restrictions. Council continued to stay in touch with volunteers during the closure. Most of the VIC volunteers have now returned to welcome visitors to the region.

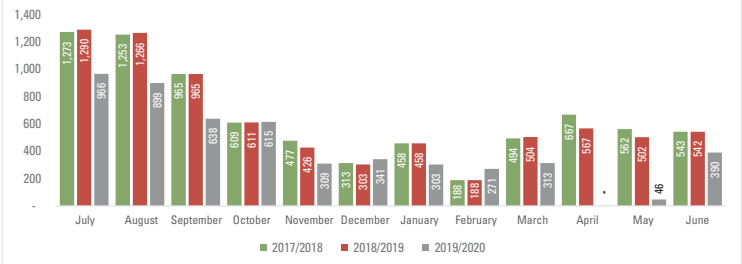
### ACCOMMODATION OCCUPANCY

Accommodation occupancy rates were low this quarter due to the COVID-19 restrictions. Caravan Parks and Camping sites are now steadily increasing their occupancy as grey nomads and families have started to travel with some restrictions lifting.

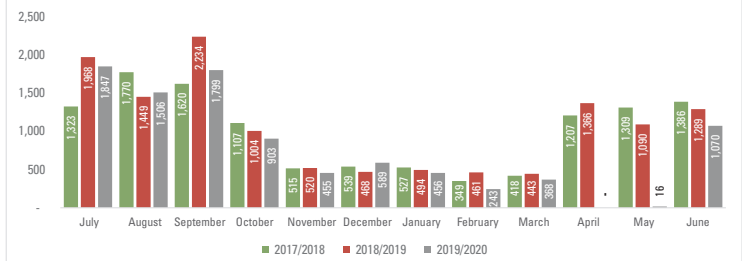
#### Chinchilla VIC Visitation Numbers by Year



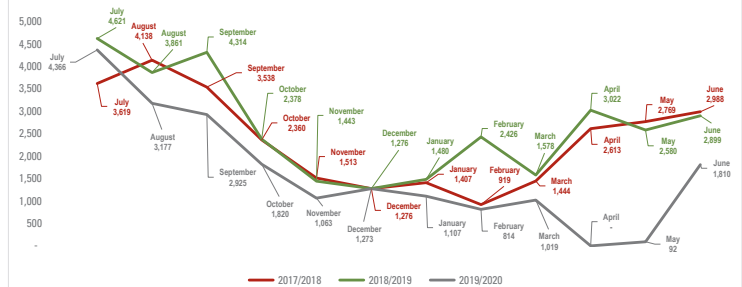
#### Dalby VIC Visitation Numbers by Year



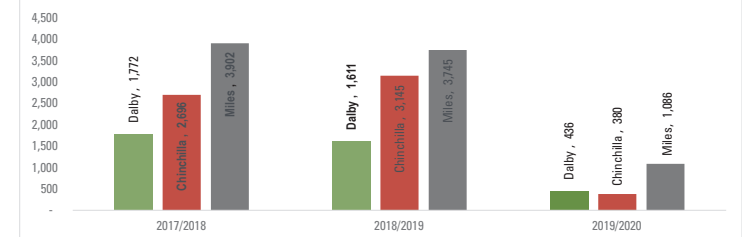
#### Miles VIC Visitation Numbers by Year



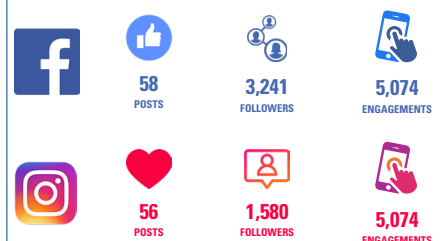
#### VIC Visitation by Month



#### Total VIC Visitation Numbers by Year for April to June Quarter



### Western Downs Queensland ONLINE ENGAGEMENT APRIL TO JUNE 2020



## WASTE



**3,363.70**  
TONNES

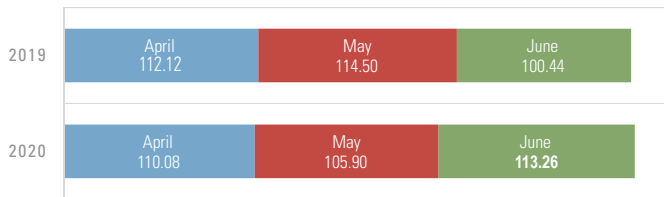
Disposed through Council's Windfields Road Landfill, a 1.73% increase when compared to the same quarter last year (3,306.34 tonnes).



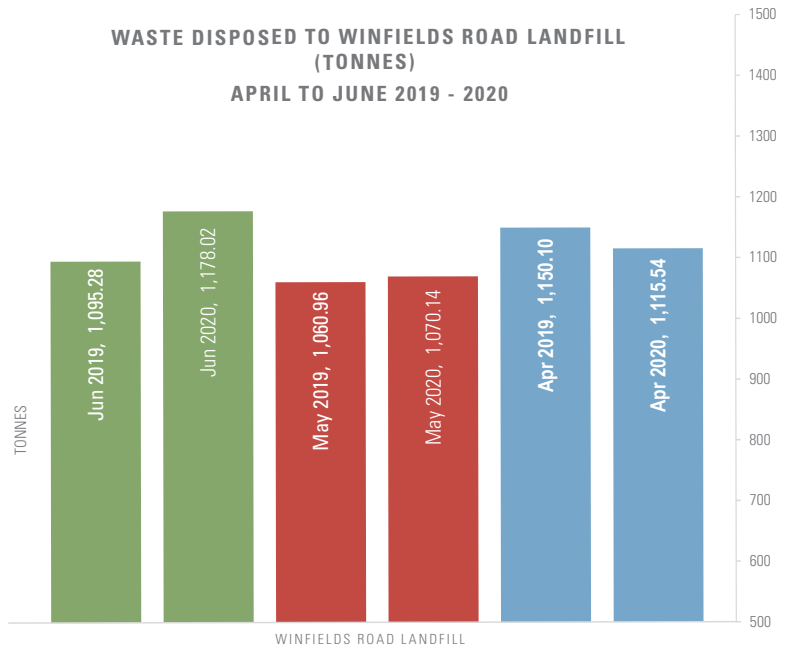
**329.24**  
TONNES

Collected through Council's Recycled Waste Collection Service, 0.66% increase when compared to the same quarter last year (327.06 tonnes)

### RECYCLED WASTE COLLECTION, VIA KERBSIDE (TONNES) APRIL TO JUNE 2019 - 2020



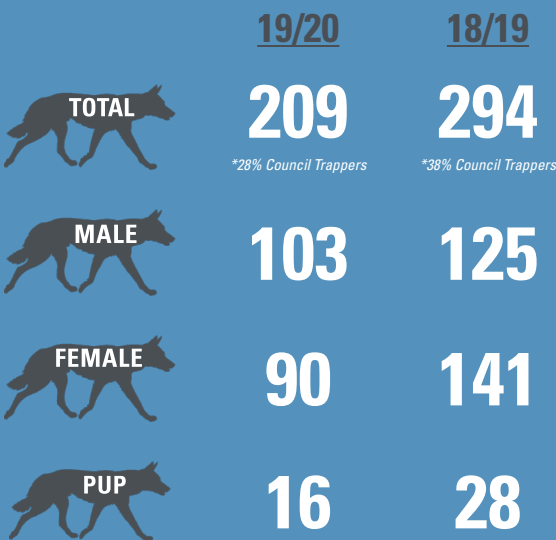
### WASTE DISPOSED TO WINFIELDS ROAD LANDFILL (TONNES) APRIL TO JUNE 2019 - 2020



## RURAL SERVICES

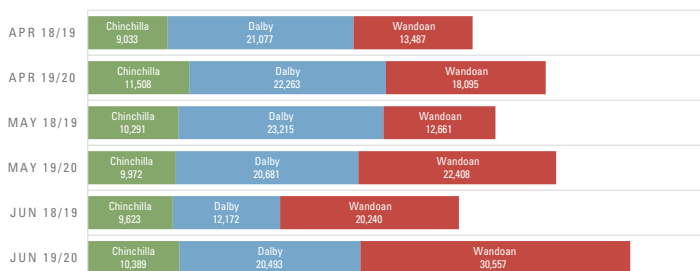
### WILD DOG SCALPS

#### Quarter 4



Slight decrease in wild dog scalps as a result of trappers targeting 'sheep killers' - ie dogs specifically associated with stock impacts. This follows a higher number of enquiries from landholders over the last few months. Trappers are being strategic and spending more time targeting high value dogs.

### WASHDOWN UTILISATION (MINUTES) APRIL TO JUNE



Washdown usage is in excess this quarter, in particular in Wandoan. The additional usage is a result of an increase in cattle truck usage and industrial sector vehicles (gas and solar) from construction activities. Usage may be also increased due to the commercial weed seed inspection service that now operates in the area.

### Wild Dog Scalps Locations Q4 2020



### STOCK PERMITS

#### Quarter 4



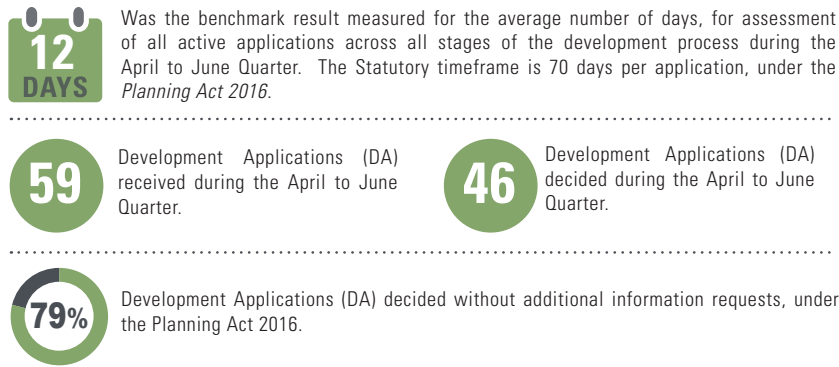
Nil stock permits were issued in June, which reflects better conditions across parts of the region and state. Drivers seeking feed for stock appear more likely to have been able to find agistment on private properties rather than relying on the stock route



# PLANNING & ENVIRONMENT

## PLANNING

### DEVELOPMENT ASSESSMENT



“Your Council needs to be congratulated on this initiative. It shows great leadership.” - on the COVID-19 Packages

“SWA wishes to express its thanks and appreciation for the assistance given by the WRDC in completing this process.” - on the application process

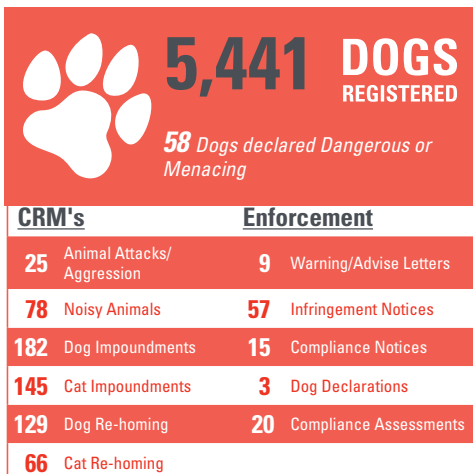
“Thank you very much for all the support for this application. I'm really impressed how Western Downs Council handles all works brilliantly especially during this crisis.” - on the application process

### COMPLIANCE

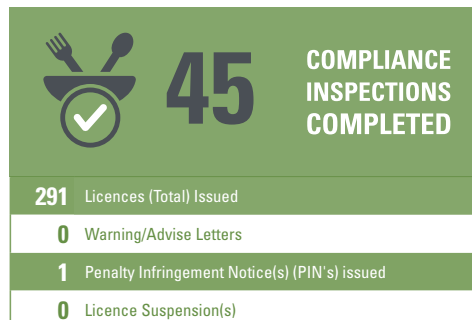
<b>0</b> Certificate(s) of Compliance issued	<b>0</b> Penalty Infringement Notice(s) (PIN's) issued
<b>5</b> Complaint(s) received	<b>0</b> Legal Proceeding(s) commenced
<b>17</b> Alleged Unlawful Development(s)	<b>5</b> Outstanding Infrastructure Charges letter(s) issued
<b>13</b> Matter(s) of Non-Compliance	<b>1</b> Outstanding Infrastructure Charges placed on land
<b>0</b> Enforcement Notice(s) issued	<b>12</b> Extractive Industry Audit(s) undertaken
<b>0</b> Show Cause Notice(s) issued	

## ENVIRONMENTAL HEALTH

### ANIMAL MANAGEMENT



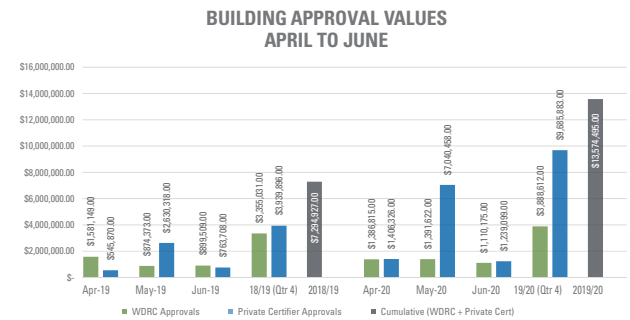
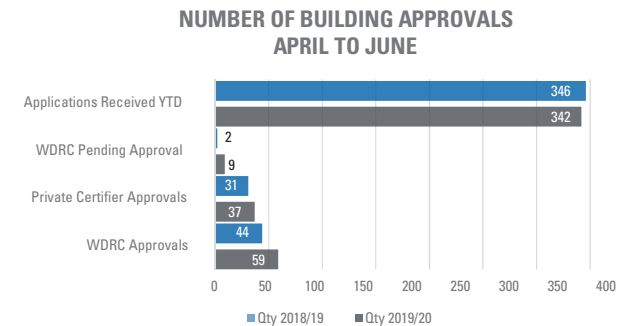
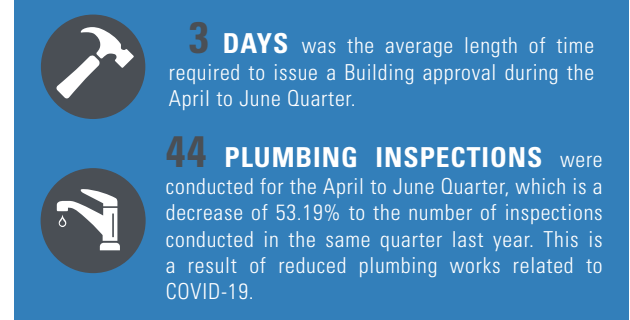
### FOOD SAFETY



### COVID-SAFE ACTIVITIES

All Licensed Premises were emailed a copy of COVID Safe Information Sheet and relevant businesses have had an education visit from an

### BUILDING & PLUMBING



“Thank you so much, I really appreciate the quick turnaround and helping me through the process.” - on the application process

### REGULATED PARKING





Community Care staff continue to deliver additional quick social support visits to check in on client's mental wellbeing. Staff also put together care packs and activity books for clients.

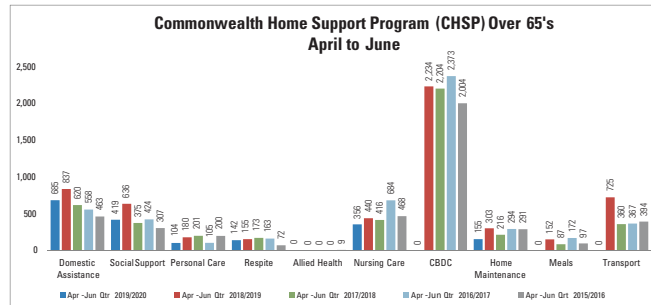


**54,150 KM'S TRAVELLED**

Delivering care to 273 community clients

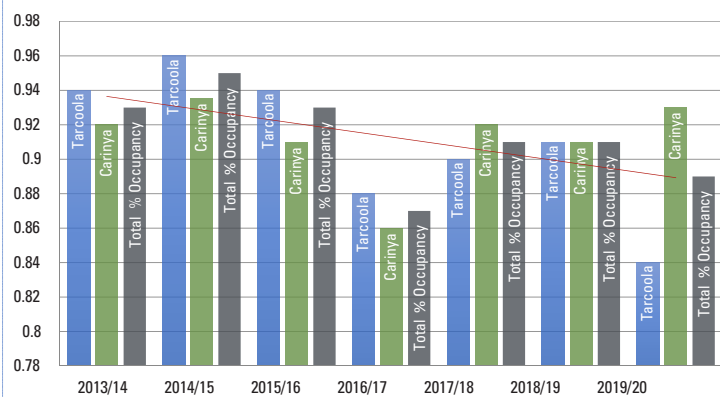
This is a decrease of 26,288km's travel when compared to the same quarter last year, providing services to 8 additional clients. The reduction is a result of fewer clients requiring transport to attend appointments in Dalby, Toowoomba and Brisbane due to the COVID-19 restrictions. Clients were less likely to request shopping and visits under social support funding, preferring social support to be delivered in their own homes.

Community Care Programs have increased Home Care Packages, with 28 clients over the last quarter choosing to receive their package care services from Western Downs Regional Council. As at 30th June, there were 2 x Level 1 clients; 12 x Level 2 clients; 5 x Level 3 and 9 x Level 4 package care clients.

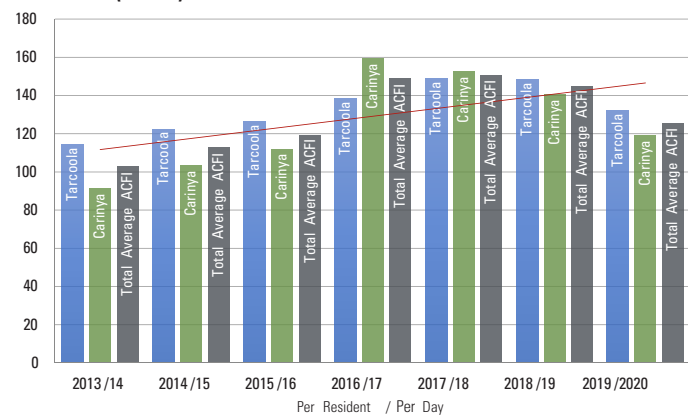


## AGED CARE

### Residential Aged Care Occupancy FY's 2013 - 2019



### Average Annual Aged Care Funding Instrument (ACFI) Income PRPD: FY's 2013 - 2019



Occupancy at both Tarcoola and Carinya have been impacted by the impacts of COVID-19 with fewer referrals being received, this is a trend that has been seen across residential aged care services industry wide. The negative and repetitive media surrounding outbreaks of COVID-19 in residential facilities in NSW and Victoria has resulted in a further reluctance of members of the community to enter care, preferring to access care in the home. Annual ACFI results indicate a downward trend however with stable clinical staff and coordinators in place, the services have a plan for review and re-assessment over the coming months.

## OPERATIONS

### COVID -19 PREPAREDNESS AND RESPONSE

#### Regional

New Tarcoola Clinical Coordinator, Elizabeth Farr commenced her tenure at the beginning of the COVID-19 service and industry impacts. Both Tarcoola and Carinya Clinical Coordinators in collaboration with the Operations Coordinator have worked tirelessly to ensure the health, safety and wellbeing of our residents during this time.

Health Services continue to remain vigilant to the risks that COVID-19 poses to the frail and aged within the community and the residential aged care facilities. Ongoing participation in a variety of strategies continues at a service delivery, divisional, organisational and regional level. Plans continue to be revised as new data and information about the virus comes to light, including Outbreak Management Plans, Business Continuity Plans, Workforce Stabilisation and PPE stock management. Consultation with a variety of key stakeholders continues in relation to workforce, medical and operational support in response to various tiers of disaster is ongoing. Influenza Vaccination (Fluvax) programs have been provided to staff and paid volunteers. Communication continues to be a key component of the strategy, keeping our consumers, representatives and staff updated, regularly referring them to the Department of Health website as the information being provided is changing frequently. Current 2020 Fluvax is a requirement prior to entering a residential aged care facility, effective from 1 May 2020.

#### Residential

COVID-19 continues to be a factor that has changed the way we deliver services in the residential facilities. Community Activation staff regularly visited to set up the 'Care and Connect' program which connected residents and primary school children together through letter writing. The Libraries staff also visited regularly to do one-on-

one sessions with residents for 'Technology Literacy' to ensure that even if they couldn't see their loved ones in person, they could visit 'virtually'.

Both Carinya and Tarcoola responded to the Aged Care Direction (No.6) released on the 17 June 2020 from the Chief Health Officer relating to COVID-19 and have implemented and communicated the easing of visitor restrictions. Whilst close screening of all visitors continues to be a requirement for anyone entering, residents may now leave a facility including to receive end of life or palliative care, receive or access health care, attend small family gatherings, undertake exercise, or attend a funeral.

With this change has come an increase in the potential for exposure to the virus, should it be found in the community therefore staff are being reminded about infection control awareness, re-visiting training and competencies in the use of various levels of PPE and appropriate application.

#### Community

The Community Care teams continue to provide in-reach services to clients within our communities, some remain reluctant to venture too far from home, not wanting to risk exposure to COVID-19. Staff continue to be diligent with hand hygiene and the use of PPE. Pre-visit calls to consumers continue to ascertain if the client has developed flu-like symptoms and supporting them to contact their relevant medical practitioners as needed. Centre-based respite services continue to be temporarily 'on hold' until risk management plans can be finalised. Support phone calls and consumer home visits have been provided where agreed to, by the consumer.

### EB NEGOTIATIONS

EB negotiations continue for the Personal Care and Support Worker Agreement and for the Nurses Agreement.

### VOLUNTEERING

Volunteers continue to be advised to focus on their own health and wellbeing. Sites and services are maintaining contact however until such time that there are robust risk management plans in place, the risk to our volunteers and clients remains high as the majority are aged over 65 years and have several co-morbidities. We look forward to inviting them back to our services as soon as the COVID-19 threat and restrictions are lifted at a Federal, State and Local level.

### NETWORKING OPPORTUNITIES

Tara Helipad Project Group inclusive of QH and QGC advised that construction works for the project will commence on Monday 10 August 2020 with a Practical Completion (PCV) date on or before 2 November 2020.

### ROYAL COMMISSION INTO AGED CARE QUALITY AND SAFETY

The Royal Commission into Aged Care Quality and Safety resumed hearings in July after a break to protect hearing participants and staff during the initial stages of the COVID-19 pandemic. The Commissioners are now required to provide the final report by 26 February 2021.

### STAFF TURNOVER

11% Health Services Staff Turnover for Quarter 4 (April to June 2020), which is an increase when compared to 6% for last quarter (January to March 2020). There continues to be challenges in attracting and retaining suitably skilled and qualified health services staff to our rural and remote locations.

## COMMUNITY ACTIVATION

### GROOVIN FROM THE GARAGE

This initiative was developed in response to the COVID-19 impact on event delivery. The live entertainment / events industry was significantly impacted and professional musicians right across the world took to social media to engage with global communities with live online performances. We transitioned our "Groovin into Town" initiative into an online competition for original music called "Groovin from the Garage – The Originals". This competition was targeted at our very talented local musicians, whilst lifting the spirits of our local communities.

The competition was launched on 8 May 2020, with entries closing on 29 May 2020, with participants being thankful for the opportunity.

“Thank you so much for supporting the arts and music during this difficult time, it is appreciated! Thank you for also ensuring the prizes support local businesses”

13 entrants from across Western Downs submitted 23 entries. 1 entry from each finalist was selected with public voting opening on Facebook from 15 to 26 June 2020. The votes were counted and prizes being awarded to the runners up; in 3rd Place, Kadi Lillis from Dalby, performing 'One Day Closer to Rain', receiving 237 votes, and in 2nd Place, Olivia Gilmour, from Miles, performing 'Trapped', receiving 528 votes. The overall winner in 1st place was awarded to Ben Slater from Drillham, who received a whopping 604 votes for performing his song, 'So Long, July' (Ben pictured below with Cr Maguire).



### Wandoan Soldier Settler Avenue of Honour

In a fitting tribute to the 102 original soldier settlers in the Wandoan area, this project will create an avenue celebrating the contribution these families made to the Wandoan district. The avenue will consist of an individual plaque for each family running down the existing walking path in O'Sullivan Park. The entry statements will honour the soldiers and the families and will be complemented by landscaping and information panels. Initial project meetings have commenced.

### VOLUNTEER PROJECT & VOLUNTEER WEEK

#### Volunteer Management Program

Council have now procured an online volunteer management system to assist with the management of Council's volunteers. This system is one step in the overall volunteering project which will see a consistent and considered approach to volunteering in Council.

#### Volunteer Week

In lieu of Almost 200 of Council's loyal volunteers received a Western Downs tea towel in the mail in recognition of their much valued support across libraries, health services and tourism.

### SUCCESSFUL GRANTS

GRANT	# OF SUCCESSFUL APPLICATIONS	AMOUNT
In Kind Assistance Program	1	\$2,000.00
Local Events Program	7	\$1,600.00
Community Projects Program	12	\$63,041.52
Reimbursement Program	8	\$4,371.17
Individual Excellence Program	0	\$0.00
Community Activation Program	2	\$2,699.00
Community Organisation Hardship and Assistance Program	16	\$105,198.00

Tara Polocrosse Club were able to host their successful carnival just before COVID restrictions were put in place. 500 people from across Queensland and New South Wales competed in an action-packed weekend carnival. The club also instigated a new initiative to allow interested people to have a "come and try" of the sport at beginner level. Council had approved \$2,000 cash plus In Kind \$2,000 for water trucks which were not needed because the area had significant rain just weeks ahead of the event.

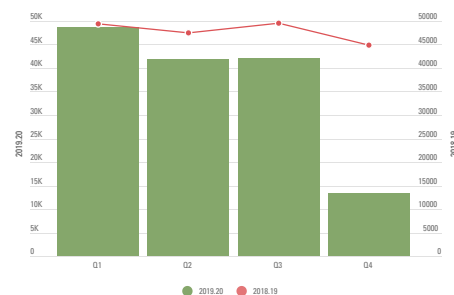


## LIBRARIES

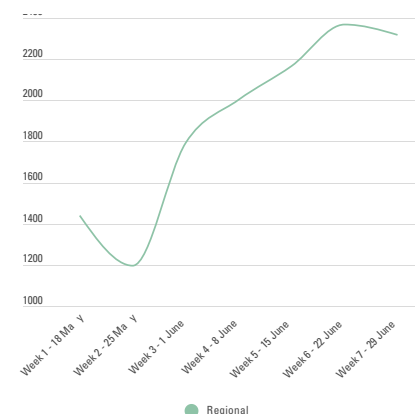
### PUBLIC PROGRAMS

All public programs were cancelled on 18 March 2020 in accordance with the COVID-19 restrictions.

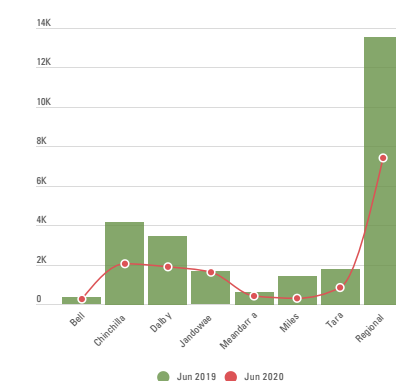
### VISITORS



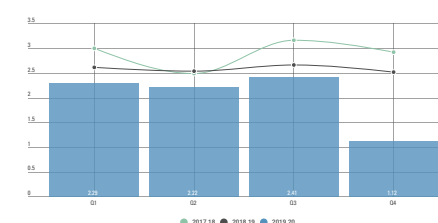
### Weekly Trend Since Re-Opening



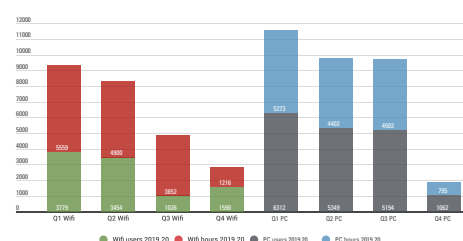
### Comparative Monthly Trend Since Re-Opening



### NEW MEMBERSHIPS



### PC & WI-FI USAGE



## COMMUNITY PROJECTS & GRANTS

### CAPITAL PROJECTS

#### Regional Entry Signage

Council received approval from the Department of Transport and Main Roads to install the additional four signs at their preferred locations.

#### Banner Poles

Banner Poles project is complete with 35 new banner poles installed across the region.

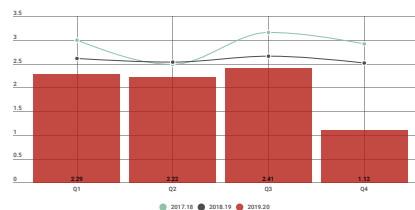




# COMMUNITIES

## LIBRARIES

### COLLECTION TREND TURNOVER

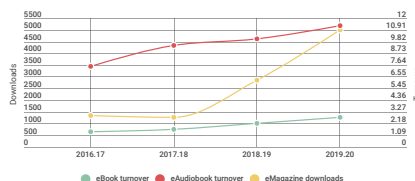


### NEW PARTNERSHIPS



Consortia arrangement with South Burnett Regional Council was entered into in June for eAudiobooks and eMagazines. This will give customers twice the content to choose from.

### ONLINE RESOURCES GROWTH



### POST COVID-19 CLOSURE



Limited Public Programming is back



4,000 Views for virtual children's programming



Volunteers back on a case-by-case basis



50% Average visitor rate compared to same time last year  
Dalby, Chinchilla and Meandarra visitors are increasing week by week, while other branch visitor numbers remain steady.

### CONTACTLESS STORYTIME

During the COVID-19 restrictions the community were able to enjoy Contactless Storytime with Storywalks in the local Parks



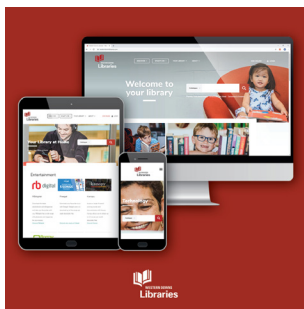
"I hope lots of mums and dads have taken their children down to the Parklands and read this story to them. it is a wonderful display set up by the library. Gorgeous story wonderful pictures. If you haven't seen it yet I recommend you go have a look over the weekend."

## PROJECTS

### Western Downs Libraries Website Redevelopment



Website refresh went live in June featuring lots of local faces. Bounce rate went from 80% to 5% showing people were clicking through and exploring the new site.



### 2021 Words Out West (WOW)



### Makers Space Dalby and 2 x Mobile Labs



### Tara Library Outdoor Garden



BEFORE and AFTER - and we're not finished yet. New fence, plantings, wooden tepee and seating still to come.

## ARTS & CULTURE



### EVENTS & PUBLIC PROGRAMS

While there were no physical exhibitions or public programs held during quarter 4, in accordance with the COVID-19 restrictions. Council provided a number of online stories and distributed Mini-Maker packs to keep the community engaged during this period.

39 TOTAL PACKS DISTRIBUTED	MINI-MAKER PACKS
	World Art Day: Create with Clay 24
	Youth Week: Paper Craft 4
	Paint Monet's Water Lilies 11



"Great idea for my grand daughter's birthday - I will take four more"

"The girls really enjoyed it, each piece was different."

### ONLINE PROGRAMS

Stories from the collection	10
Recreating Famous Artwork Challenge	4



### ONLINE ENGAGEMENT

APRIL TO JUNE 2020



0 WEBSITE CLICKS

dogwoodcrossing.com



51 POSTS



1,749 FOLLOWERS



56,893 PAGE ENGAGED USERS



40 POSTS



401 FOLLOWERS

### MEANDARRA ANZAC MEMORIAL MUSEUM ATTENDANCE

The museum was closed during quarter 4 in accordance with the COVID-19 restrictions.



### ONLINE ENGAGEMENT

APRIL TO JUNE 2020



383 TOTAL LIKES



7,322 REACH



277 PAGE ENGAGED USERS

## PROJECTS

### Chinchilla Placemaking

The Chinchilla Street Placemaking painting is completed with Armsign awarded the contract for signage, artworks were completed in May 2020 by Regina Hyland and Graeme McCullough.



### Festivals Placemaking

The aim of this COVID-19 Placemaking initiative is to partner with local Festival Committees whose festivals were cancelled to develop placemaking initiatives to brighten up townships, build income capacity for local artists, and increase the cultural capital of the Western Downs region.



### 10 Artists

The purpose of the 10 Artist Project is to profile Western Downs region artists and practices to build awareness of arts in our region. In June Council engaged Susan Jacobs Photography to complete the filming, with the preview party scheduled for 5 September at the Chinchilla Cultural Centre, and exhibition opening on 20 November at Dogwood Crossing, Miles.



Featured: 10 Artist Project sculptor, Dion Cross.

## ONLINE ENGAGEMENT

APRIL TO JUNE 2020

53 POSTS

2,170 FOLLOWERS

6,988 ENGAGEMENTS

22 POSTS

753 FOLLOWERS

216 ENGAGEMENTS